

## **KINDRED PLANNING & ZONING COMMISSION MEETING MINUTES**

**Monday, March 11, 2024 | 6:30 pm | Kindred City Hall**

**MEETING CALLED TO ORDER AT 6:33 pm** by Chair Kersting with Members Lammers, Ronningen, Woller and Zens present. Others present: Auditor Arnaud, Anthony Sommerfeld, Greg Moffet, Mark Ottis, Brian Ordahl, Bryce Knowlen.

### **APPROVAL OF MEETING MINUTES**

**MOTION**, passed – To approve meeting minutes of 2/12/24. Lammers moved, Ronningen seconded. RCV (Roll Call Vote); MCU (Motion Carried Unanimously).

### **OLD BUSINESS**

**Norman Acres 1<sup>st</sup> Addition:** Sommerfeld shared that he and Tom Goodrum have been assisting with the review of the Planned Development (PD) District for the zoning of the shop (non-dwelling) lots and provided a memo regarding this. A PD district provides the ability to set unique zoning regulations to a specific area, such as use of lots, structure sizes, or exterior requirements. Sommerfeld noted that the memo presented is Moore’s understanding of the developer’s goals and that the developer should send their specific requests to the City to be sure all items are included. Confirmed that Block 2 Lots 1-8 will be PD, while Lots 9-12 will remain SFR-1. Once the developer’s requests are received, they will be sent to the City Attorney so a draft PD zoning ordinance can be created.

**Newport Ridge 9<sup>th</sup> Addition:** Final plat was approved by all boards on March 6, 2024. Project was posted for bids; bid opening was March 7; there is a special City Council meeting scheduled for March 13 to consider awarding the contract.

### **ORDINANCES**

Board reviewed a draft ordinance including the revisions discussed in prior months, such as right-of-way and zoning district reorganization. Discussion: Sidewalks are referenced in Chapter 2. “Kindred Plan 2020” could be changed to “most current comprehensive plan”. Discrepancies of daycare facilities/centers or home daycares as permitted or conditionally permitted uses in single-family and multi-family districts, chose to have daycares as conditionally permitted uses in all SFR-1, SFR-2, SFR-3 and to remove it from MFR-4 districts. Research to determine if definitions on daycares is needed. Arnaud noted there could be some reorganization to Chapter 4-0609 on fencing and screening requirements, more to make it easier to understand. Member Woller discussed her research on shop condo zoning districts and uses in other communities, such as Horace, West Fargo and Fargo. Sommerfeld discussed the option to create overlay districts (highway overlay or warehouse overlay, for example) instead of creating a separate zoning district. Overlay districts can identify additional zoning requirements for a specific area, but properties must allow follow their assigned zoning requirements. The Norman Acres PD District will create specific zoning requirements for that area, but an overlay district regarding shop condos could be considered later to provide similar zoning allowances in other areas (likely commercial).

### **PLANNING**

**Comprehensive Plan:** After the group board meeting on March 4, 2024, it was determined to proceed with MetroCog for a new comprehensive plan. Arnaud will work with MetroCog to identify the next steps for engagement and will reach out with some date options for another group meeting with them.

**Extra-territorial Jurisdiction:** Discussion at the May 8, 2023 meeting provided the City would retain the ½-mile jurisdiction, even though NDCC allows the City to enforce 1-mile. With the new annexation of Norman Acres, it was confirmed that the ½-mile ET boundary will automatically adjust. Moore Engineering will assist with new zoning maps when all platting/zoning is finalized.

**Proposed Community Center Planning:** A small group of community members have held a couple of meetings to explore ideas and dreams of a new community center. Nothing has been formally decided; brain-storming for wants, needs, locations, etc. These exploratory meetings could help develop a concept to start with. Anyone interested can reach out to Council Member Adam Spelhaug or City Hall.

**PERMIT REPORT** – One new permit for 2024, a cold storage building for Cass Rural Water.

**ADJOURNMENT** – **MOTION**, passed – To adjourn meeting at 8:52 pm. Lammers moved, Zens seconded. RCV, MCU.

*(Minutes subject to board approval. Agenda deadline is noon Monday the week before the meeting.)*

---

Sue Kersting, Chair

---

Tabitha Arnaud, City Auditor

---

Date approved