

## Minutes of the Ward County Planning Commission

July 16, 2020

The meeting of the Ward County Planning Commission was called to order at 7:00 PM. by Chairman Koop with Commissioners Heller, Fjeldahl, Livingston, Evans and Podrygula present. Also present were Planning & Zoning Administrator Doug Diedrichsen, Highway Engineer Dana Larsen, State's Attorney Roza Larson, Building Inspector Leo Schmidt and Secretary Tiffany Grosche.

Chairman Koop opened the floor for nominations for a Vice Chairman. Comm. Fjeldahl nominated Comm. Livingston who declined. Comm. Livingston nominated Comm. Heller, seconded by Comm. Evans. Comm. Fjeldahl moved to close nominations and cast a unanimous ballot for Comm. Heller, seconded by Comm. Livingston. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Heller to approve the Planning and Zoning Commission meeting minutes from June 18, 2020. Roll call; all voted yes; motion carried.

### 1. Karma Convenience Stores/Pinks Properties LLC

Application for a **Variance** for the following described property:

Outlot SW4SW4 Less ROW 32-157-82

The variance request was returned to Planning Commission by the County Commission for further discussion and information gathering by Planning and Zoning Administrator and Building inspector. The Commission held a lengthy discussion regarding this variance. Applicant Shannon Michels, Project designers Tony Aschman and Randy Shervey from Westmor and Scott Huckstorf appeared on behalf of the applicant to answer questions of the Commission. County Engineer Dana Larsen and County Building Inspector Leo Schmidt appeared to address the concerns County staff have regarding the proposed project.

Moved by Comm. Fjeldahl, seconded by Comm. Heller to approve the variance application to include the additional paving recommended by the County Highway Engineer. Roll call; all voted yes, except Comm. Evans who voted no; motion carried.

### 1. Ward County Water Resource

Application for a variance for the following described properties:

Proposed Outlot 16, Lying in SW4SW4 15-154-83, Proposed Outlot 1, Lying in NW4NW4 22-154-83, Proposed Outlot 2, Lying in SE4SE4 16-154-83

The County Water Resource Board is constructing a flood control and drainage holding project in the adjacent ROW. The property being outloted is for project ROW and will not be used as developable lots. WCWRB has chosen to acquire ROW through the outlot process however three of the lots do not meet the counties minimum lot size.

Moved by Comm. Fjeldahl, seconded by Comm. Heller to open the public hearing at 7:56 PM regarding the Ward County Water Resource Board variance applications. Roll call; all voted yes; motion carried.

Mr. Larsen reviewed the proposed project to the Commission. No one from the public came forward for or against the variance applications.

Moved by Comm. Evans, seconded by Comm. Fjeldahl to close the public hearing at 8:10 PM. Roll call; all voted yes; motion carried.

Moved by Comm. Evans, seconded by Podrygula to approve the three variance applications for the Ward County Water Resource Board as presented. Roll call; all voted yes, except Comm. Livingston who voted no; motion carried.

2. Amber & Wade Rademacher

Application for a variance & special use permit for the following described properties:

Larsons First Addition Lots 1, 2 & 3 Block 4 Less Highway ROW

The variance request is with the intent the property owners can make improvements to the FEMA trailer on the lot to create an office space and construct an ADA compliant ramp addition. The special use permit is so that the property can be used as a small sales lot for used vehicles. Both a variance and special use permit are need to complete the project.

Moved by Comm. Fjeldahl, seconded by Comm. Evans to open the public hearing at 8:11 PM regarding Amber and Wade Rademacher's variance and special use permit applications. Roll call; all voted yes; motion carried.

No one from the public appeared for or against the variance and special use permit applications.

Moved by Comm. Evans, seconded by Comm. Podrygula to close the public hearing at 8:19 PM. Roll call; all voted yes; motion carried.

Moved by Comm. Fjeldahl, seconded by Comm. Heller to approve the variance and special use permit applications. Roll call; all voted yes; motion carried.

Chairman Koop left the meeting at 8:20 PM.

1. Laverne Mikkelson

Application for a plat for the following described property:

Proposed Outlot 2, Lying in Outlot 1 NE4 6-154-81

The applicant is proposing to parcel Outlot 2, a 4.0-acre parcel. This outlot is for future residential (Farmstead) purposes. Ward County zoning applies with New Prairie Township recommending approval. The proposed outlot meets the zoning requirements in Ward Counties Rural district (Article 6, Section 1).

Moved by Comm. Evans, seconded by Comm. Podrygula to approve the plat application for Laverne Mikkelson. Roll call; all voted yes; motion carried.

2. Justin Seifert

Application for a plat for the following described property:

Proposed Outlot 7 lying in the NW4NE4 13-156-83

The applicant is proposing to parcel Outlot 7, a 7.54-acre parcel. This outlot is for future residential purposes. Ward County zoning applies with no response of recommendation from Eureka Township. The proposed outlot meets the zoning requirements in Ward Counties Rural district (Article 6, Section 1).

Moved by Comm. Fjeldahl, seconded by Comm. Evans to approve the plat application for Laverne Mikkelson contingent on Eureka Township approval. Roll call; all voted yes; motion carried.

3. Daren Brown

Application for a plat for the following described property:

Proposed Outlot 44 & 45 lying in the NW4NE4 & NE4NE4 11-155-85

The applicant is proposing to parcel out two Outlots. Outlot 44 is 3.27 acres and Outlot 45 is 14.65 acres. Both outlots are for future residential purposes. Ward County zoning applies with Des Lacs Township recommending approval. The proposed outlots meet the zoning requirements in Ward Counties Rural district (Article 6, Section 1).

Moved by Comm. Fjeldahl, seconded by Comm. Livingston to approve the plat application for Daren Brown. Roll call; all voted yes; motion carried.

4. Randel Christiansen

Application for a plat for the following described property:

Proposed Outlot 1 lying in the SW4NW4 and the NW4SW4 8-161-88

The applicant is proposing to parcel Outlot 1 which is 10.16 acres. The outlot is for future residential purposes. Ward County zoning applies with Denmark Township recommending approval. The proposed outlot meets the zoning requirements in Ward Counties Rural district (Article 6, Section 1).

Moved by Comm. Podrygula, seconded by Comm. Evans to approve the plat application for Randel Christiansen. Roll call; all voted yes; motion carried.

Planning and Zoning Administrator Doug Diedrichsen reviewed the Ward County Ordinance draft document he had received for KLJ Consultant Joel Quanbeck and asked the Commission how they would like to proceed with completing the ordinance rewrite. A discussion regarding this process was held in length.

There being no further business, the meeting was adjourned at 9:42 PM.

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Chairperson, Ward County Planning Commission

Attest:

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Ward County Auditor, Secretary