

Minutes of the Ward County Planning Commission
Special Meeting
June 3, 2021

The meeting of the Ward County Planning Commission was called to order at 7:00 PM by Chairman Heller with Commissioners Anderson, Evans, Fjeldahl, Kibler, Livingston, Podrygula, and Schumaker present. Also present were Planning & Zoning Administrator Doug Diedrichsen, State's Attorney Roza Larson, Comm. John Pietsch, Laura Seabeneck from Minot AFB, and Secretary Lynae Schroeder.

Planning and Zoning Administrator Doug Diedrichsen appeared to begin a discussion on the Current Ordinances that need to be addressed into the New Ordinances.

The first item related to the current Article 17 addressing parking and loading areas. A discussion was held regarding square footage of parking areas relating to parking spaces, and breaking areas into different divisions (rural, highway commercial, rural industrial, etc.) to address parking needs. Sections T, U, and V may need to be further revamped to address these issues.

Location of parking spaces will need to have the zoning changed to correctly reflect set upon current zoning distinctions (frontage road, highway, rural areas).

Mr. Diedrichsen suggested Section 15, Compassion Centers, to be kept the same.

Section IV: Limitations. Amended proposed language to read as follows: The provisions of this resolution regarding "types of structures," "building permits," "demolition permits," "moving permits," and excavation permits" shall not apply to farm buildings including farm residential structures.

Article 22 discussion touched on moving permits being good for 9 months and building permits needing to have work started within 6 months and if not completed within a year, asking for an extension to continue.

Discussion regarding Section 4 and Bond Requirements needs language to be reworked to state "as approved/determined by the County Commission" or similar language.

Mr. Diedrichsen continued with Article 23, Sanitary Requirements. He suggested this article be copied and pasted into the new document.

There was a discussion on Section 24, Section A regarding the 6-mile subdivision requirement stated under the ND Century Code, Chapters 40-48. Further research into this will be done with possible adjustment of the 6-mile reference. Mr. Diedrichsen is recommending that this section be written as if Minot would exercise the 2 + 2 shared miles. The census also comes into play once the 50,000 threshold is met for a city in regard to the mile radius.

Mr. Diedrichsen discussed Section 4 and Design Standards. Item 12 had a discussion on road width for all types of roads. Mr. Diedrichsen and Joel Quanbeck, KLJ, are recommending striking the language given and switch over to the transportation plan language with the local, collector, and arterial updated language/classifications. Wording was stricken from item 12 and new design standards will be noted for roadway widths.

Comm. Hendrickson arrived at 7:57 PM.

Mr. Diedrichsen discussion on subdivision dedication of right of way and road width on different types of roads. Guidelines for new subdivision development were discussed which require a road to access each lot in the subdivision. There was a discussion on the width of different types of roads and function of roads relating to the widths.

Another item discussed was drainage issues for subdivisions and roads and that there are design and engineering standards for roads and subdivisions that need to be met.

Discussion regarding building setbacks of 125 feet and how this does not mirror the Highway Department's guidelines. Mr. Diedrichsen stated the Planning and Zoning Department and Highway Department guidelines are supposed to be supporting documents of each other. The County Commission adopted the 125-foot setback which is to be followed except for highways as the NDDOT requires 220 feet and we need to meet that standard. The County Commission would ultimately be the board to approach the Highway Department to suggest changes to guidelines to mirror one another.

State's Attorney Roza Larson recommends replacing the first sentence of Section 4, number 12, with this or similar language: "Unless otherwise shown on the Master Plan, design standards are as follows for roadway widths." (road table is inserted here). The sentence after the road table is also recommended to be removed.

Mr. Diedrichsen further recommends under Section 4, number 13, reference to Article 20 shall be replaced with "the design standards of the zoning district in which it is located" or similar language.

A Right of Way Vacation policy is in the works with the County Commissioners. Mr. Diedrichsen recommended to incorporate into subdivision standards the following: "If the statutory right of way is replaced within a subdivision by subdivision road, unimpeded access of an unvacated or unplatted statutory right of way must be included."

A discussion on vacating right of way and platting a right of way in subdivisions as well as vacating a Section Line.

Moved by Comm. Evans, seconded by Comm. Podrygula to amend the Planning and Zoning Commission meeting start time on June 17, 2021, from 7:00 PM to 6:00 PM. Roll call; all voted yes; motion carried.

There being no further business, the meeting was adjourned at 9:13 PM

Chairperson, Ward County Planning Commission

Attest:

Ward County Auditor, Secretary