

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION WAS HELD ON MAY 19, 2014 IN THE COMMISSION ROOM AT CITY HALL IN WILLISTON, NORTH DAKOTA.

President Boyeff called the meeting to order at 5:30pm. Roll Call was taken. A Quorum was present.

MEMBERS PRESENT: Fleck, Maristuen, Aafedt, Christensen, Haugen, Long, Boyeff.

MEMBERS ABSENT: None

OTHERS PRESENT: Kent Jarcik, Planning Director; Donald Kress, Principal Planner; Rachel Ressler, Staff Planner; Samantha Neil, Staff Planner; Christine Edwards (Administrative Assistant); Bob Hanson, Engineering; Jordon Evert, Assist. City Attorney; Kelly Aberly, Building Dept.

DISPOSITION OF MINUTES:

1. Minutes were approved for April 21, 2014 regular meeting with two name spelling corrections requested by Commissioner Fleck. MOTION BY CHRISTENSEN, SECOND BY HAUGEN. MOTION CARRIED ON VOICE VOTE.

COMMUNICATION: Introduction of new Staff Planner, Samantha Neill.

PUBLIC HEARINGS:

1. Plat and Zone Change, "The Villages at Spring Lake" located in the NW1/4 of Sec. 1, T154N, R101W, City of Williston – New Frontier Development/Civil Science

Boyeff introduces the first public hearing (as above) and asks Ressler to introduce this item. Ressler states this is a plat; zone change and future land use amendment for the Wilder property and explained its location. Ressler explains that property has been proposed for a mixed use development, consisting of 86 townhomes zoned R-3 on the west side of the property, 30.47 acres of high density residential to the east of those townhomes, and 27 acres to be split between C-3: Restricted Commercial and R-3: Lowrise Multifamily and Townhouse residential on the east side of the development, along the proposed extension of University Avenue and on the west side of the Upper Missouri Valley Fairgrounds. This area of the development is intended to have a downtown, walkable, mixed use development.

Ressler says the property will have limited access onto 53rd St (Fairgrounds Rd), with public roads at what is currently called "Townhome Dr." and at University Ave. Both R-4 lots which border Fairgrounds Road will be allowed one access to 53rd St each. The developer will be required to construct 53rd St to a proper urban road section, with curb and gutter on at least the north side of the road. The developer will need to work with the Upper Missouri Valley Fairgrounds in order to do so, as the road appears to be owned by the Fairgrounds. Ressler adds that the developer will also be required to fully construct University Ave within the property, though they have elected to construct a wider street than required by the City, due to a desire for on street parking. Commercial and Residential lots on both sides of University Ave are accessed through the rear, with two access drives and one public right of way leading east-west into shared parking areas, which will contain reciprocal access easements.

58th Street will be constructed within the development by the developer. 58th St right of way needs to be obtained by the developer for the construction of 58th St from the development west to Hwy 2/85. There is an existing 40' Right of way on the south side of the road, but on the north side there is only the 33' section line easement. The developer has contacted the Park Board and is working to obtain that rest of the required right of way on the north side.

There is a current frontage road running along the east of the drive-in property and Bekk's Hot Oil to the west of this development. It will eventually need to be re-routed to become a backage road, as the point where it meets 58th St is too close to the intersection to allow for stacking room. The developer will dedicate an east-west right of way (55th St) running from Townhome Dr. to University Avenue. There will also need to be north-south connectivity shown through the R-4 lots. Ressler indicates that the developer will present several concepts as to how those backage roads could work.

Ressler explains that the Comprehensive Plan requires findings for any Future Land Use Amendments and presents as follows:

1. Is the proposed land use compatible with existing land uses, existing zoning designations, or approved subdivisions? *It is compatible with surrounding uses and newly approved subdivisions to the south.*
2. Is the proposed change compatible with surrounding future land uses, or does it result in the need for other land use plan changes to bring about future land use compatibility? If so, have those changes been included in the proposed amendment? *It is compatible with surrounding future land uses, especially given that the original designation was for commercial purposes.*
3. Does the proposed change result in the need for changes to streets and roadways to bring about existing or future continuity and connectivity? If so, have those changes been included in the proposed amendment? *New streets and roadways must be constructed as part of this project. They are included in the plat.*
4. Can the proposed change be accommodated by the surrounding infrastructure (roadways and utilities)? *Because there is only one road to the proposed subdivision, it necessarily must include additional roadways. However, the utilities in the area are able to accommodate the proposed development.*
5. Is the proposed change consistent with the goals and objectives of the comprehensive plan and with other adopted plans and policies of the city? *Yes, as it provides both housing and retail opportunities, along with being an infill development that is already within the City limits.*

Ressler states that a feasibility concept plat was requested and is the aerial photograph provided to the Commission. Ressler explains that the concept plan would be recorded as part of the plat and is that the developer would be held to that build-out. She states that will hold true for the R-3 and the Commercial areas and adds that seeing the concept plan there are a couple of concerns in the R-4 area such as buffering that will need to be discussed with the developer.

Discussion at the May 5, 2014 ad hoc focused on the build out of roads, including 58th, University, 53rd, Townhouse Dr, and the proposed backage road. Ressler discusses some specific comments and progress since the ad hoc meeting:

1. The need for a left turn lane onto 58th St from Hwy 2/85 –
2. What will happen to the non-signalized intersections on 2/85 if all traffic moves to signals at 45th and 58th streets – *consultant will provide a traffic study.*
3. There needs to be one access per lot onto 53rd St, and there needs to be north-south connectivity though the R-4 lots. A feasibility concept plan needs to be shown – *an architect will be providing this plan.*
4. Developer must obtain permission from the Upper Missouri Valley Fairground to work on the Fairground Road, since it is a private road. – *the developer is in discussions with the Fair board, but has not received final approval yet.*
5. Developer must provide a feasible exhibit for the necessary backage road to connect the frontage road on the west side to 58th St on the north end. – *developer has been in contact*

with all owners, and the consultants will be providing 4 different backage road options. The NDDOT has asked to be involved in that approval process.

6. Concern over Commercial and Residential being mixed on east side of project – C-3 zoning is more restrictive than C-2, and ad hoc commissioners seemed more amenable to C-3 zoning.
7. A trail system should connect University to the Spring Lake Park loop.
8. All R-4 buildings must be oriented as a community.
9. What is the intent for the townhomes? Will they be individual lots or a condominium? *The applicant currently proposes that these be sold as condominium.*

Ressler states that if agreement is not reached with Bekk's Hot Oil and the drive-in property by the time the final plat records, the developer will either need to provide the backage road on their property; present a revised traffic study with a phasing plan showing the backage road would not be required until a certain level of development has been reached, or come up with some other option that would allow the 58th Street/Highway 2&85 intersection to function properly.

Haugen asks if 58th St. will be or can be a four-lane road as it is an 80 foot right of way. Andy Kitchen with Civil Science states that there will be a center turn lane with one lane of travel in each direction. Haugen wonders if this won't be a pretty main road and asks City Engineer Hanson if it should be a four-lane road. Hanson states that the three-lane proposed should be sufficient and states that the 80 foot right of way should give plenty of room for expansion if needed in the future.

Kitchen then walked the Commissioners through a packet showing concept plan explaining how it will look along University Ave. with pockets of commercial with residential above. He states that some lot line adjustments based on comments from staff and ad hoc.

Kitchen discussed traffic existing plus project conditions for traffic. Gave acceptable levels of traffic at 58th/Highway 2. The next intersection to the south is 45th. If you added the entire project in plus the one to the south (Spring Lake), you would have acceptable levels of traffic at those intersections. Bekk's Oil and the drive-in are included in these numbers. Kitchen continues with discussion about the intersection of 58th And Highway 2. Signal required if 58th ever does connect to the east and also talked about the stacking distance for the intersection of 58th and Highway 2. Kitchen talked about frontage road re-routing options, explained 5 options. No options included any dedication from the Lingonfelder property as she has indicated that Lingonfelder is not currently interested in any development and developer will respect that and work to not impact that property.

Kitchen further stated that he had met with the Parks Department and that they had supported providing right of way on 58th. A proposed trail along University, crossing at 58th and continuing west was shown and it was explained that the intersection of University and 58th will be an "all stop" for pedestrian safety.

Hanson states there may be some access issues with existing houses along the west side of the project site, concern that there could be issues with garage access blocking alley.

Hanson brings up a question of townhome/townhouses. Discussion was had as to individual lots or condominiums. Aberle, Building Dept., reminds that townhouses have individual lots. Kress interjected that for the applicant to now change townhomes/condos to townhouses would be a significant change and advised that they stick with townhomes. Developer Jason Everett agreed to continue as townhomes/condo units.

Hanson adds that 1000 ft. of 58th between the development boundary and Hwy. 2 has to be built as part of the development. Boyeff asked if that would be part of the development agreement and Ressler answered yes.

Boyeff asks for any public input, after calling 3 times and hearing no input he closes the public hearing and asks for the wishes of the Commission and/or discussion.

Fleck directs a concern to Hanson that the option presented for re-routing the frontage road go through other people's property and wonders if there has been discussion between the applicant, the DOT, and the property owners. Hanson responds by saying that 58th won't just carry traffic from this development. It will carry traffic from all along University. It will generate sufficient traffic that if the intersection does not have the re-routed frontage roads, it will be dysfunctional. It is discussed that this needs to be addressed on front side of this development and needs to be part of the plat or part of the development agreement, Hanson states that something has to be done with that intersection before giving the final stamp of approval to this project.

Maristuen discusses the frontage road options with Hanson. Maristuen then asks Kitchen which he would find most favorable; Kitchen said it would depend on agreements with Bekk's Hot Oil. Kitchen noted that Bekk's Hot Oil project had retained an engineer. He said that at ad hoc, one question was whether right of way was needed to be dedicated on the Wilder property, which is what drove this discussion. Developer Jason Everett added that they did not have control of the movie theater or Bekk's Hot Oil properties therefore he suggested that, since the frontage road gets limited use north of 55th, frontage road traffic could be circulated through The Villages (55th-University—58th) until the re-routed frontage road right of way was acquired. Ressler reiterated that if an agreement could not be reached, the developer would be required to provide the backage road through their property.

After further discussion, Ressler states that the backage road issue will need to be resolved before any final plat but for now the options presented are the start of the conversation to get to the final plat stage.

Boyeff asks for any motion on the future land use amendment.

MOTION BY MARISTUEN, SECOND BY AAFEDT, to recommend to the City Commission approval of the Future Land use Amendment from Commercial to Medium to High Density Residential for 44.19 acres contingent on approval of the final plat and zone change addressing all ad hoc and staff comments above, a development agreement being signed, right of way being obtained for 58th St. to the west of the proposed development to Hwy 2/85, city review of CC&Rs for the property, proper park dedication and obtaining the right to improve 53rd St. and including staff presentation note, "if agreement is not reached with Bekk's Hot Oil and the drive-in property by the time the final plat records, the developer will either need to provide the backage road on their property; present a revised traffic study with a phasing plan showing the backage road would not be required until a certain level of development has been reached, or come up with some other option that would allow the 58th Street/Highway 2&85 intersection to function properly." Clarification is made that Park Dept. was not interested in park dedication other than the pedestrian trail along University, there will be an "in lieu of" payment. **AYES:** Fleck, Maristuen, Aafedt, Christensen, Haugen, Boyeff. **NAYS:** None. **ABSENT/NOT VOTING:** Long. **ABSTAINED:** None. **MOTION CARRIED ON ROLL CALL VOTE.**

MOTION BY FLECK, SECOND BY CHRISTENSEN, to approve Zone Change from A: Agricultural to R-3: Lowrise Multifamily and Townhouse Residential (13.72 ac.), R-4: High Rise Multifamily Residential (30.47 ac.), C-3: Restricted Commercial (19.98 ac.), contingent on approval of the final plat, addressing all staff and ad hoc comments, a development agreement being signed, right of way being obtained for 58th St. to the west of the proposed development to Hwy 2/85, city review of CC&Rs for the property, proper park dedication and obtaining the right to improve 53rd ST. and including staff presentation note, "if agreement is not reached with Bekk's Hot Oil and the drive-in property by the time the final plat records, the developer will either need to provide the backage road on their property; present a revised traffic study with a phasing plan showing the backage road would not be required until a certain level of development has been reached, or come up with some other

option that would allow the 58th Street/Highway 2&85 intersection to function properly.” AYES: Fleck, Maristuen, Aafedt, Christensen, Long, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

MOTION BY LONG, SECOND BY MARISTUEN, to recommend approval of the preliminary plat of 67.42 acres in the NW1/4 of Section 1, T154N R101W, contingent on addressing all ad hoc comments, all staff comments, a development agreement being signed, right of way being obtained for 58th St. to the west of the proposed development to Hwy 2/85, city review of CC&Rs for the property, proper park dedication, and obtaining the right to improve 53rd St. and including staff presentation note, “if agreement is not reached with Bekk’s Hot Oil and the drive-in property by the time the final plat records, the developer will either need to provide the backage road on their property; present a revised traffic study with a phasing plan showing the backage road would not be required until a certain level of development has been reached, or come up with some other option that would allow the 58th Street/Highway 2&85 intersection to function properly.” In discussion, Fleck asks about conversation with the Fair Board, Everett states that they have been and continue to be in contact, Fair Board is agreeable with the improvements on 53rd St. and will continue discussion as plans for this development further. Further discussion is had about a non-protest agreement concerning the Fair Grounds, racing and other activities. Commission and City Attorney discuss amending this motion to add that condition, building it into the development agreement and/or having a separate non-protest agreement that can be recorded as well. LONG amends motion to add that non-protest agreement conditions (including all activities and uses associated with the fairgrounds) are added to the development agreement, MARISTUEN seconds. AYES: Fleck, Maristuen, Aafedt, Christensen, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: Long. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

2. Administrative Review to plat an unplatted parcel of land in the Spring Brook Mobile Home Park, SW4NW4 of Sec. 2, City of Williston – Midway Holdings, Inc.

Boyeff introduced the second public hearing (as above) and asks Ressler to present. Ressler states this property has been before the Planning and Zoning Commission before in May and June of 2013, in order to re-zone the property from A: Agricultural to R-5: Mobile Home Court and to approve the mobile home site plan review. The decision to rezone the property was contingent on the mobile home site plan review being approved by the Planning and zoning Commission and on the property being properly platted. The mobile home site plan was approved, but was contingent on the property being properly platted. Ressler states that this is the third and final step in the process.

The property is a 2 acre parcel that is completely surrounded by the Springbrook Mobile Home Park, and is intended to be developed as per the approved mobile home site plan, with 12 mobile homes arranged around a cul-de-sac, 25 ft. concrete parking pads, a fire hydrant at the entrance, emergency locator sign at the entrance, appropriate buffering and landscaping, and pedestrian connections to the surrounding mobile home court.

The administrative review also re-aligns 50th St through what is shown as public access and utility easement. Engineering has noted that this should actually be a right of way so the plat will have to change to correct that. Currently, all of 50th St W along the Springbrook Mobile Home Court is a public access and utility easement. However, for future purposes, the 5 feet of 50th St inside this parcel should be dedicated as a right of way.

Nick Krause with Morrison Maierle representing the applicant. Krause asks on behalf of the applicant if the City would consider allowing the 25 ft. concrete parking pads to be asphalt rather than concrete. Kress asks that the applicant bring that to staff to discuss and states to the Commission that what is before them tonight is just the plat as the mobile home site plan has previously been approved. Krause states that they accept comments.

Boyeff calls three times for public input, hearing none he closes the public hearing and asks for the wishes of the Commission reminding them that this is an Administrative Review therefore this if final action.

MOTION BY MARISTUEN, SECOND BY FLECK, to approve the proposed administrative review pending addressing staff comments and final review by staff AYES: Fleck, Maristuen, Christensen, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: Long. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

3. Administrative Review, to divide an unplatted parcel of land into two lots in the W2SE4 of Sec. 12, T154N, R101W, City of Williston – Tate Wells/Westrum Land Surveying, Inc.

Boyeff introduced this public hearing (as above) and asks Kress to present. Kress state that the applicants, Tate J. Wells and Michael Wells, proposed an administrative lot split of a 3.06 acre property located in the W1/2 SE1/4 Sec. 12, T154N R101W, Williston, to create two lots—Lot 1 of 3.65 acres and Lot 2 of 1.70 acres.

This property is zoned R-1A: Rural Residential. The lots resulting from the lot split will both meet the minimum required lot area of one-half acre for this zone.

Lot 2 (the southerly lot) will take access from 9th Avenue east by way of a 66-foot wide access easement. City staff has determined that the 66-foot wide access and utility easement from 9th Avenue East is adequate access to a public street.

Lot 1 (the northerly lot) will take access through property adjacent to the north owned by Mike Wells. Applicant must provide documentation that an easement through this property has been created prior to recordation of the plat. This access will eliminate the need for the item labeled “Mike Wells Access Road” on the plat. M. Wells was present and confirmed with Kress that he would do this. Wells adds that he is aware that City Engineer Hanson will require a drainage easement. Discussion is had as to length of 66 ft. access easement and it is generally felt that 30 – 34 feet would be sufficient to gain access to the lot from University Ave.

MOTION BY HAUGEN, SECOND BY FLECK, to approve this Administrative Review, to divide an unplatted parcel of land into two lots in the W2SE4 of Sec. 12, T154N, R101W, City of Williston, contingent on addressing all staff comments and proper documentation regarding access and drainage easements. AYES: Fleck, Maristuen, Christensen, Long, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

4. Administrative Review to plat an unplatted parcel of property in SW4SW4 Sec. 35, T155N, R101W, City of Williston, County of Williams - Mosing Land & Cattle Company/Westrum Land Surveying, Inc.

Boyeff introduced this public hearing (as above) and asks Kress to present. Kress reminds that at the February 2014 planning meeting, the Commission approved a zone change for portions of this land. As a condition of that zone change, this section which is currently described only by metes and bounds had to be platted. The applicant, Mosing Land and Cattle Company of Texas, proposes an administrative review plat to create Sublot 10 of Section 35, T155N, R101W. A large part of this property is taken up by road easements. The gross area of the subplot is 5.83 acres; the net area (gross area minus road easements) is 2.25 acres. Platting of this property is required as a

contingency to zone change that was approved by the City Commission on February 11, 2014 for a zone change from A: Agricultural to M-2: Heavy Industrial, along with two properties adjacent to the west.

Kress states that this lot would be able to take access from the existing driveway along the south side of the lot. The two existing trailers on the property were included in the owner's purchase of the property will remain there until they get the final approval to start their building.

After calling three times for public comment and hearing none, Boyeff closes the public hearing and asks for the wishes of the Commission.

MOTION BY HAUGEN, SECOND BY CHRISTENSEN, to approve Zone change for 16.3 acres from M-2 to C-2, a portion of Lots 4 and all of 5, Camp Creek Industrial Park in the NE corner of Bakken Industrial Park, Part of S1/2 SE1/4, Sec. 13 and Park of N1/2 NE1/4, Section 24, T155N, R101W, City of Williston, contingent on addressing any staff comments including the addition of the park dedication. AYES: Fleck, Maristuen, Christensen, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: Long. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

5. Administrative Review, a rearrangement of the north 183 ft. of Lots 8 & 9 of the Homecroft Addition – Braaten Rentals, LLC/Stateline Surveys

Boyeff introduces this item public hearing (as above) and asks Kress to present. Kress states the applicant, Eric Braaten, proposes a rearrangement of the north 183 feet of Plots 8 and 9, Homecroft Addition, to create Lots 1R and 2R, by moving an existing lot line approximately 20 feet to the east. Kress notes that these lots are actually referred to as "plots" on the Homecroft Subdivision plat.

The property is developed with industrial buildings and a yard. The relocated lot line will result in the existing buildings being on Plot 1R and the yard being on Plot 2R. The applicant stated he intends to sell Plot 1R and keep Plot 2R.

Kress explains his property is located in the M-3: Industrial Park zone. There are no required side yard setbacks in this zone. Both lots will take access from 9th Street East though existing curb cuts.

Boyeff call three times for public input, hearing none calls for the wishes of the Commission.

MOTION BY MARISTUEN, SECOND BY HAUGEN, to approve Administrative Review, a rearrangement of the north 183 ft. of Lots 8 & 9 of the Homecroft Addition, contingent on addressing any staff comments. AYES: Fleck, Maristuen, Christensen, Long, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

6. Administrative Review, Lots 5R and 6R, a rearrangement of Lots 5 and 6, Block 1, Chandler Subdivision, City of Williston – North by Northwest Development/R&R Engineers

Boyeff introduced this public hearing (as above) and asks Kress to present. Kress states the applicant, Derrick Fenner, requests a re-arrangement of Lots 5 and 6, Block 1, of the Chandler Field Subdivision, to create Lots 5R (7.96 acres) and 6R (8.88 acres). The existing lot line will be moved to the east to make these two lots a little more equal in size. Kress explains that the proposed lot line was not a straight line but added that after discussion with the City Engineer there is no regulation against the configuration proposed.

The project site is zoned R-3: Low Rise Multifamily and Townhouse Residential. Both lots will take access from Chandler Loop South. Multiple apartment buildings with garages are proposed to be developed on each lot. Fleck is concerned about the access to the second lot with the lot line moving. Boyeff indicates that there is still an 82 ft. access to that property from Chandler Loop. Fleck states that this is a large lot with minimal access. Kress and Jarcik discuss that they would have the developer show feasibility as part of finalizing this plat. Hanson suggests that there may be access from the northerly lot that should be looked at as well.

Boyeff called three times for public input and hearing none he closes the public hearing and asks for the wishes of the Commission. Long asks attorney Evert his opinion on going forward with this vs. tabling. Evert feels as long as there is confirmed access to the easterly lot before recording it is fine to go forward now.

MOTION BY MARISTUEN, SECOND BY LONG, to approve Administrative Review, Lots 5R and 6R, a rearrangement of Lots 5 and 6, Block 1, Chandler Subdivision, City of Williston, contingent on the applicant being able to prove access to each lot from Chandler Loop and a verification of possible access from the north. AYES: Fleck, Maristuen, Christensen, Long, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

7. Ordinance 993 regarding billboards in the C-2 zone - Staff

Boyeff introduced the second public hearing (as above) and asks Kress to present. Kress reminds the Commission that at the end of 2012 they adopted Ord. 960 which contained the provision of allowing billboards as a C-2 zone with a special permitted use. Kress states that there have not been many applications for this. There was one proposed along Hwy 2/85 but ad hoc recommended denial of that. Kress states that with so much C-2 zone spread throughout the City it was decided that the answer would be to remove that possibility from the C-2 zone all together. Kress states that since the approval of Ord. 960 there have been no billboards approved in a C-2 zone.

Kress explains that this amendment, Ordinance 993, proposes to remove the provision that billboards may be allowed in the C-2: General Commercial zone by special permitted use. Billboards, as defined in Ordinance 960, are and will remain allowed by right in the M-1: Light Industrial and M-2: Heavy Industrial zones subject to the billboard restrictions included in Ordinance 960. It is clarified that any billboard currently in existence in a C-2 zone will remain and Kress reminds the Commission that many of the billboards on Hwy 2/85 were placed by the County prior to annexation into the City. Haugen asks what will happen to anything in a C-2 zone when their permit expires, will they be allowed to re-new? Aberly states that if their lease runs out and they do not continue to advertise they will lose their ability to remain; Kress adds that as long as advertising continues they are an existing non-conforming use, they are not able to change size or placement from what they are now. If one comes down, it cannot be replaced.

Boyeff makes three calls for public input, hearing none he closes the public hearing and asks for the wishes of the Commission.

MOTION BY LONG, SECOND BY HAUGEN, to recommend approval to the City Commission to go forward with Ordinance 993, which would remove the provision to allow billboards in the C-2: General Commercial zone provided for in Ord. 960: Signs. AYES: Fleck, Maristuen, Christensen, Long, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: Aafedt. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

COMMITTEE REPORT:

Boyeff states that Ressler has a couple of committee reports to bring forth and asks her to present.

1. Update Memo on 2013 cases

Ressler states that during 2013, Staff reviewed 27 plats in 2013. Nine plats, totaling 344 acres were recorded. Six of these plats included multifamily or single family housing. Through this process, a maximum of 2705 multifamily units and 400 single family homes (traditional or townhouse) could be built. These recorded plats also include around 48 acres of commercial or light industrial property.

Ressler says that as of January 2014, there were 15 plats, total almost 1068 acres, which were started in 2013 and were pending, having gone through part or all of the process for approval, but had not been recorded yet. These included 1770 single family homes (traditional or townhouse), and around 1800 multifamily units. These plats also included around 528 acres of commercial property. As of May 2014, four of those pending plats have been recorded, and another two are waiting for signatures. Ressler adds that there were 3 plats withdrawn from the process.

Twenty- three zone change applications were submitted this year. Seven of these were attached to a subdivision application. Three were initiated by the City of Williston – two in response to the northern annexation, and one as directed by the comprehensive plan in order to work toward the goal of a gateway district along 2nd St West. Ressler explains two zone changes were tabled, and one of those is considered withdrawn due to the amount of time that has passed. One zone change was denied. One zone change is still pending final approval in 2014.

Planning staff took in 18 administrative review applications; three administrative review applications were subsequently withdrawn. Two of these applications were still in progress in January 2013. The other 13 have been recorded. Ressler says four vacations of rights of way were applied for in 2013, one that is in progress and the other three have been recorded.

Two mobile home site plan reviews were applied for and approved by the city.

Twenty special use permits were applied for in 2013. One was denied, one was tabled and subsequently withdrawn, and two were withdrawn prior to any action. Two applications were pending for completion in 2014, as of January 2013. The other 16 permits applied for were granted by Planning and Zoning, and findings of the commission were filed appropriately.

Ressler reminded the Commission that there were several updates to the zoning ordinance and listed those as follows:

Ordinance 961- amending Section 21: C-3: Restricted Commercial District

Ordinance 962: Amending requirements for Dynamic Messaging Signs

Ordinance 963: Amendment to Off Street Parking Requirements, adding “warehouse” and “remote lot”

Ordinance 964: Adding the definition of “Lodge”

Ordinance 965: Amending Buffer Yard Requirements

Ordinance 968: Amending Section 12: R-2: Single and two family residential district

Ordinance 971: Amending Requirements for wall signs in the C-2 District

Ordinance 974: Moratorium on Mobile Businesses

Ordinance 983: Creating a moratorium on metal buildings in the downtown district

Ressler provided the Commission with a map of most major developments from 2010 to the beginning of 2014.

2. Downtown Parking Memo

Ressler states that at the January 28, 2014, City Commission meeting, a request was made and approved for a committee to look at overhauling the downtown parking situation and creating a strategy to improve it. Ressler discussed a parking memorandum addressing Williston's current downtown parking issues; the way that Bismarck, ND, Fargo, ND, Grand Forks, ND, and Billings, MT, handle the same issues; and recommendations for an overall parking strategy for Downtown Williston.

Ressler stated that the parking memorandum covers several areas:

1. A funding source for a future parking garage
2. A parking garage study
3. Timed on-street parking, from 8am to 5pm, Monday to Friday, as noted in the memo and attached map. This would include 90 minute parking on Main St and Broadway, and 3 hour parking on specifically noted side streets.
4. Maintenance of current alternating no-parking times.
5. Snow removal and street cleaning during no-parking times.
6. Timed parking in 10 spaces each in the public lots known as the City Hall/Post Office lot, American State Bank lot, and Downtown Plaza lot.
7. Enforcement of all timed parking through the police department.
8. Change in parking requirements for downtown development and redevelopment projects
9. Payment in lieu of parking for select situations
10. Future role of the parking authority
11. Wayfinding program.

The parking committee presented the memorandum to the City Commission and asked for overall approval of the parking strategy outlined, and specific approval of three things:

1. Budget approval for signs and labor to sign for timed on-street parking and several spaces inside public lots.
2. Budget approval for an enforcement vehicle and other start-up costs for an enforcement program, including hiring an enforcement officer.
3. Creating an ordinance that will lower and change parking requirements for green and redevelopment projects in the downtown.

Ressler says the City Commission approved these three items, and authorized work to continue on the Parking Memorandum.

Discussion is had regarding the current lack of parking downtown and the concern of the Commission that the studies do not take into account the parking lots, (i.e.) courthouse that are constantly overflowing. Commission wants to make sure that the full downtown parking situation is taken into account.

UNFINISHED BUSINESS:

NEW BUSINESS:

1. SPU request, "Hawkeye" oil drill site, Hagen Family Partnership property, part of Sec. 16, NENW, NWNE, City of Williston – Statoil Oil & Gas LP

Boyeff introduces the first item of new business (as above) and asks Kress to introduce. Kress states that the applicant, Statoil, requests to drill additional oil wells on an existing pad in the A: Agricultural zoned located on the south side of 26th Street West approximately ½ mile west of 32nd Avenue West in Section 16, T154N, R101W. Oil drilling in the A: Agricultural zoned is allowed by special permitted use (SPU) pursuant to Sections 8(E)(7) and 25(M) of the Williston Zoning Ordinance.

Staff advised the applicant that the southeast quarter of Section 16 is being developed as a commercial and residential area (known as Hawkeye Village) and that the rest of Section 16 is expected to be developed with mainly single family residential with some commercial in the future.

Access to this well site is from 26th Street West. The committee encouraged the applicant to take access coming from the west on 26th Street, as this portion of the street is currently not paved. The applicant stated this was the intent. Kress states that discussion was had on the future possibility of 26th St. being built to the west and the applicant was running trucks on that road a heavier paving would need to be done. If that happens, the applicant may be required to pay the additional cost for that. Kress states that it was further discussed that if the applicant would adhere to load limits in the spring it may not be necessary for them to cover the extra cost of the heavier paving. The applicant indicated that this drill site if fully piped to an off-site location so that once the initial drilling and set-up is complete there will rarely be heavy truck traffic to the site.

Kress says the applicant would intend to start drilling this coming fall, 2014.

As to screening staff noted that residential development, including single-family residences, has been discussed with a developer for the area around this well site. Kress states that the committee directed that buffering would be a condition of the SPU and would be required at the time of development of surrounding area. Photographs of the site, taken from 26th Street West, were provided for the Commission's reference. Staff recommends that if the Commission determines the existing buffering needs to be increased that this be done at the time the new wells are drilled.

Josh Skluzacek of Statoil spoke to the Commission first addressing the buffering. Skluzacek states that future development is an unknown and that Statoil feels it is impossible to properly buffer their site against unknown development therefore would ask that screening and buffering be something they are allowed to do at the time of future development in cooperation with the developer. Photos of an existing site (26th and 32nd) are shown and discussed. Haugen suggests that there is no reason not to do the screening now stating that it takes years for the trees to grow, applicant has stated that the pad site will not expand; backed by Commissioners Fleck and Maristuen it is suggested that the buffering be done now to the level of the site at 26th and 32nd.

Fleck opens discussion about responsibility for heavy duty paving of roadways, in this case 26th St. West. City Engineer Hanson states that this issue will come into play for this and the next agenda item. Hanson states that while there is gravel road access now, the city is expanding and with new developments the city is forced to pave alongside the oil sites. A heavier paving is required to handle this kind of truck traffic unless load limits/frost laws are fully obeyed; Hanson points out however that an agreement now may not stand up in 10 years. Hanson questions the amount, if any, that can be/should be charged to companies such as Statoil for the additional cost of heavier paving. Hanson states he needs direction from the City on this as it is almost certain that 26th Street will be paved west to connect to the truck bypass.

Maristuen asks the applicant about suspected truck traffic. Skluzacek states that Statoil has spent millions of dollars throughout the basin to run pipelines for the collection of their waste water, oil, fresh water and gas to eliminate as much truck traffic as possible. Skluzacek admits that there is the rare occasion that a work-over rigs into the site and that they are certainly a heavy load. It is discussed that even with the heavier paving, a work-over rig may still exceed load limits at normal times.

Skluzacek adds that he would not have the authority to agree to any percentage of the cost at this time. Boyeff states that the answer to this will ultimately depend on the development around the oil pad site, residential vs. commercial, making the city's requirements possibly different from the requirements for anticipated truck traffic. Mark Gjovig speaks from the audience from his experience in the industry and states that he believes all work needed for this site can be done on regular paved surface with adherence to load limits and frost restrictions. Kress suggests that there could be a non-protest agreement put in place that does not contain a dollar amount but states that Statoil agrees to pay some portion of excess paving when 26th St. West is extended to the truck bypass. Commission agrees that this is not a problem that can be solved or answered at this meeting and discusses with Hanson the creation of sub-committee to investigate the issue of paving and costs to third-parties knowing that this situation will arise again in the future. Hanson asks that Statoil be part of that committee/discussion along with other industrial, county and city representatives.

A landscape plan is discussed and Kress assures the Commission that any buffering/landscape plans would have to be submitted to and approved by planning staff.

MOTION BY MARISTUEN, SECOND BY CHRISTENSEN, to approve SPU request, "Hawkeye" oil drill site, Hagen Family Partnership property, Portions of NE1/4 NW1/4 and NW1/4 NE1/4, Sec. 16, T154N, R11W, City of Williston, contingent upon the applicant submitting a buffering/landscape plan to be approved by staff and completed by the end of this growing season (ending Sept. 28, 2014) and the applicants participation in a committee on truck traffic and road paving. **DISCUSSION:** Commissioners are torn on the requirement to participate on a committee discussion road paving without also having a non-protest agreement in place that they will financially participate as it is ultimately requested by the City. City Attorney Evert points out that there are a lot of legal issues at play in this. Statoil does not own the land, surface damages will be charged to the surface owner. When the road goes in, heavier paving or not, the surface owner will likely be charged their pro-rata share of the costs in some form. Statoil will have a surface damage agreement with the land owner. Land owner is not here to participate in the discussions, Evert recommends tabling this issue until a committee is formed and these issues can be addressed. Applicant states that they already have their State permits and are ready to move forward in the next couple weeks. **AMENDMENT:** MARTISTUEN that this and all oil well sites in the City be required to enter into a Development Agreement that would determine the liabilities of surface owners or operators and where their responsibilities to protect the road ways start and stop. CHRISTENSON seconded the amendment. AYES: Maristuen, Christensen, Aafedt, Long, Boyeff. NAYS: Fleck, Haugen. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

2. SPU request, "Smith Farms" oil drill site, Heen Ag Property, unplatted parcel in Sec. 26, T155N, R101W, City of Williston – Statoil Oil & Gas LP

Boyeff introduces this second item of new business (as above) and asks Kress to introduce. Kress states that the applicant, Statoil, requests to create a new oil well drilling pad in the A: Agricultural zoned located on the south side of 56th Street NW approximately 3/4 mile west of Highway 2/85 in Section 66, T155N, R101W.

Staff advised the applicant that the much of Section 23, the section adjacent to the north across 56th Street NW, is being developed as a commercial and residential area (known as North Star Center); the area across from the well pad site will be zoned R-2: Single-Family, Twinhome, and Duplex Residential and P: Parks and Open Space.

Kress says that the original site plan for this new well pad conflicted with the location for the future extension of North Star Street, a proposed street in the North Star Center subdivision to the north of this project site. North Star Street is planned to be extended to the south and tie into the existing street grid to provide a parallel route to Highway 2/85. At the direction of the ad hoc committee, the

applicant has revised the location of the well pad to allow for an 80-foot right of way on the west side of the well pad to accommodate the extension of North Star Street. Kress adds that the City Engineer has reviewed this revised plan and found it acceptable. Kress also notes that the applicant is not required at this time to dedicate right of way for the extension of North Star Street; the pad site just can't obstruct that future extension.

Kress says that as in the previous SPU discussion this site would contain the paving of 56th St. NW and buffering issues. Boyeff asks if North Star Subdivision to the north of this site has agreed through their development agreement to participate in the cost of paving 56th St. NW and if they were prepared to for the costs of heavier paving. Kress states that this particular issue was never discussed with North Start.

Skluzacek clarified that they do not have the permits in hand for this site as they had to move the site to the east and cancel the permits originally applied for. This site will also be fully pipelined.

MOTION BY FLECK, SECOND BY AAFEDT, to approve SPU request, "Smith Farms" oil drill site, Heen Ag Property, un-platted parcel in the NE1/4 NW1/4 Sec. 26, T154N R101W, City of Williston, contingent upon the relocation of the drilling pad to provide the required 80 ft. right of way for the future extension of North Star Street, and with conditions for screening and buffering (which may include a berm, fencing, trees) on all four sides and contingent upon a development agreement presented to the planning department. AYES: Fleck, Maristuen, Long, Christensen, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

3. SPU request, daycare expansion, Block 4, Lot 3, Scott Addition, City of Williston – Amy Soiseth

Boyeff introduces the next item of new business and asks Kress to introduce. Kress states the applicant, Amy J. Soiseth, operates a daycare, known as "Amy's Angel's Childcare," out of her home at 1611 9th Avenue West in the R-1: Single Family Residential zone that currently accommodates 10 children. She wishes to expand the capacity of her day care to 18 children. A daycare this size is designated as a "group child care facility." Pursuant to Section 11(E)(5) of the Williston Zoning Ordinance, group child care facilities are allowed by special permitted use (SPU) in the R-1 zone.

The applicant's current license as a daycare provider has been renewed by the North Dakota Department of Human Services (DHS). Upon approval of this SPU, the DHS will authorize her license for the increased capacity. The applicant's facility has been inspected and approved by the Fire Department and Building Department.

Discussion at the May 5, 2014, ad hoc included discussed parking, inspections and licensure. Kress states that the parking requirement for child care facilities is 1 space per teacher/employee on the largest shift, plus 1 space per 10 students for loading and unloading. This facility will be staffed by the owner and one other employee and will accommodate 18 children, thus a total of 4 spaces would be required. Kress states that there are two garages on the property, one facing front and one facing the ally. He states that staff originally requested that the applicant pave 3 spaces on the alley, however after a site visit we have looked at the possibility of not requiring any additional parking. Kress explains that as the owner lives at the site and parks in the rear garage, the employee could park in the front garage and as it is a double drive way that would account for the spaces needed for drop-off and pick-up

The applicant stated the Fire Department had inspected the facility and found it satisfactory. Subsequent to the ad hoc meeting, the applicant provided a copy of the Fire Department review

sheet. An inspection by the Building Department for life safety will be required prior to the Planning and Zoning Commission meeting.

The existing daycare is licensed by Williams County Social Services for 10 children. The facility will be licensed for 18 children upon approval of this SPU. Kress discussed a letter of support from Williston Economic Development stating the need for daycare in Williston. Kress also told the Commission of one conversation against this expansion wherein the complainant stated there is already an abundance of traffic for the daycare and that often parents are blocking the alley access to the street. Kress said that given that, drop-off and pick-up from the rear of the house would not be the best solution if there is a way to make the front work. The applicant responds by stating that she currently has five daycare children enrolled from three different families. There are only three drop-offs every morning and three pick-ups every evening so she does not believe the complaint of extra traffic or blocking the alley way. Kress added that the complaint he received was not supported by any written complaint or examples.

Haugen asks how the daycare can do from 10 to 18 children with only two employees. The applicant explains the licensing depending on ages of children. Applicant and Kress confirm that all necessary inspections have been done and that she has been approved. Discussion is had that should she be required to provide rear paved parking she is willing to do so but because it is easier for parents to access from the front of the house; she says the rear paved parking will not likely be used for the daycare.

MOTION BY CHRISTENSEN, SECOND BY HAUGEN, to approve the daycare at 1611 9th Avenue West in the R-1: Single Family Residential Zone, contingent upon documentation that required inspections are complete and that licensure is current. No additional paved parking will be required as acceptable alternate arrangements have been made. AYES: Fleck, Maristuen, Long, Christensen, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

4. Parking Reduction from 141 to 131 parking spaces for Roosevelt Hotel, 1001 West 24th St., City of Williston – Chris Puchalla, Roosevelt Hotel Williston

Boyeff introduces this item (as above) and asks Ressler to present. Ressler states this application is a request for a parking reduction at the Roosevelt Hotel, formerly the Kensington. As the Kensington, the property operated as a senior living facility. The former facility required very little parking. As a hotel, the requirement per City regulations is one space per hotel room. After utilizing all space available on the lot in order to accommodate parking, the maximum number of stalls able to be placed on the lot is 131, though the hotel will have 141 rooms.

Ressler states that the existing building footprint and lot size restrict the parking that can be placed on the property. The surrounding properties are not available for parking share agreements, the city engineer has looked at the property and confirmed this assessment and they do meet their handicapped parking requirements. Ressler states that market data provided by the applicant for similar uses in similar situations justifies a parking demand commensurate with the proposed reduction of required parking including the relationship of the building footprint to the lot size. Market data shows hotels in the area below 77% occupancy for most of the last year.

At the May 5, 2014, ad hoc, discussion was had that the applicant will be applying for a general hotel liquor license for a manager's reception but that there are no available parking spaces for secondary uses. The applicant, Chris Puchalla, stated that their manager's reception would only be for their guests, a reception with beer, wine and hors d'oeuvres in the evenings. Puchalla states that many higher end hotels provide this service and states again that it is only for registered Roosevelt Hotel guests.

Ressler adds that one other concern at ad hoc was if there are only going to be 93% of the required spaces provided, how often will the hotels actually be at 93% occupancy? A local hotel expert has stated that most hotels are below 67% occupancy most of the time therefore this should not present any problems.

Puchalla proceeded to explain that as part of their renovation plans that they are in the process of paving the entire parking lot as part of it is dirt. He further stated that roofing, all guest rooms, common areas and soon the exterior will be upgraded and that they have invested about \$5M into this project. 112 rooms are available as of now, the building actually has 150 room bays with many rooms converted into maintenance and maids rooms but after the renovation is complete there will be 141 functional rooms.

Haugen asks Puchalla why they would continue to create 141 rooms knowing they can only create 131 parking spots. Puchalla states that they did not have a parking plan in taking over the hotel and did not know what they were going to be able to build at the time. Puchalla states that they have engineered the parking to utilize the space to the best of their ability and adds that they have fully supplied required parking, and hotel access to ADA standards. It is reiterated that industry standard shows an expected 67% fill, 131 parking spaces is sufficient. Haugen states concern about loss of on-street parking and already crowded parking at neighboring church.

MOTION BY MARISUTEN, SECOND BY LONG, to approve the parking reduction from 141 to 131 parking spaces for Roosevelt Hotel, 1001 West 24th St., City of Williston. AYES: Long, Maristuen, Christensen, Boyeff. NAYS: Fleck, Haugen. ABSENT/NOT VOTING: None. ABSTAINED: Aafedt. MOTION CARRIED ON ROLL CALL VOTE.

5. SPU request for storage of oil-field explosives - up to 50 lbs. of 1.4 explosive units in an ATF approved magazine. Wegley Addition Rearrangement, Lot 3R and 4R, Block 8, City of Williston – A&G Properties, LLC, d/b/a, Go Wireline

Boyeff introduces this item of new business (as above) and asks Kress to present. Kress states that the next two agenda items are for the storage of oil field explosives for one applicant, GO Wireline. Storage of industrial explosives up to 50 pounds in the M-1 zone is allowed by special permitted use (SPU) pursuant to section 22(E)(3) of the Williston Zoning Ordinance. Kress reminds that one storage site was approved at the April 21, 2014 meeting, these are on the same general site but each is housed in different buildings. Both of the buildings in these two agenda items already contain explosive magazines; these were in place prior to the SPU requirements so these SPUs would formalize the current uses.

This first SPU requests a special permitted use for the storage of industrial explosives in the M-1: Light Industrial zone in their building located at 320 8th Avenue East in Williston.

This SPU covers five explosives storage containers--two magazines (nos. 14 and 9); one cap magazine (no. 8); and two day boxes (nos. 3 and 4). Explosives are stored on this site currently, with approval from the City of Williston (see CITY PLANNING staff comment no. 1 below). This SPU formalizes the previous city approval through the current SPU process.

This explosives storage location, 320 8th Avenue East, is on the same complex of buildings owned by GO Wireline as 905 East Broadway (another pending SPU for explosives storage) and 805 East Broadway (SPU for explosives storage granted in April, 2014). There are no residences within 200 feet of the proposed explosives storage location.

Kress has personally contacted BATF in Fargo and has confirmed that these magazines and storage buildings have been fully inspected and permitted, all requirements are met.

MOTION BY HAUGEN, SECOND BY AAFEDT, to the SPU request for storage of oil-field explosives - up to 50 lbs. of 1.4 explosive units in an ATF approved magazine for GoWireline at 320 8th Ave. East, Wegley Addition Rearrangement, Lot 3R and 4R, Block 8, City of Williston. AYES: Fleck, Christensen, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: Long. ABSTAINED: Maristuen. MOTION CARRIED ON ROLL CALL VOTE.

6. SPU request for storage of oil-field explosives - up to 50 lbs. of 1.4 explosive units in an ATF approved magazine. Wegley Addition Rearrangement, Lot 2R, Block 8, City of Williston – A&G Properties, LLC, d/b/a, Go Wireline

Kress again states the applicant, GO Wireline, requests a special permitted use for the storage of industrial explosives in the M-1: Light Industrial zone in their building located at 905 East Broadway, in Williston.

Information given in previous presentation.

MOTION BY LONG, SECOND BY HAUGEN, to approve the SPU request for storage of oil-field explosives - up to 50 lbs. of 1.4 explosive units in an ATF approved magazine for GoWireline at 805 East Broadway, Wegley Addition Rearrangement, Lot 2R, Block 8, City of Williston. AYES: Fleck, Christensen, Long, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: None. ABSTAINED: Maristuen. MOTION CARRIED ON ROLL CALL VOTE.

7. SPU request for office space and a technical school in M-2 zone, Block 1, Lot 4, Bakken Commerce Center, City of Williston – International Brotherhood of Electrical Workers (IBEW) Local 714

Boyeff introduces the last agenda item (as above) and asks Kress to introduce. Kress states that the applicant, the International Brotherhood of Electrical Workers (IBEW), wishes to establish a facility that will provide office space for their office staff and a training area for their apprentices in the M-2: Heavy Industrial Zone. Kress says the primary mission of this facility is training apprentices; this facility can be classified training school. Such schools are allowed by special permitted use (SPU) in the M-2 zone pursuant to Section 23 of the Williston Zoning Ordinance.

The applicant has stated that training for apprentices will be provided in the evening for fewer than 18 apprentices. This training area will also serve as a meeting area of local IBEW meetings. Approximately 35 union members will attend the monthly meetings.

Parking, screening, and landscaping required for the site are noted in the staff comments below.

Discussion at the May 5, 2014, ad hoc meeting included parking, screening and paving. Staff noted the parking requirement for the office area was 1 space per 250 square feet; the parking ratio for the vocational training facility is 1 space per 4 students. Staff recommended a parking ratio of 1 parking space per every 2 students. Though this is greater than the parking requirement for vocational schools in the zoning ordinance, it is a more realistic parking number for this facility. The applicant agreed and indicated that 34 spaces, including two handicapped accessible spaces, would be provided.

Parking lot screening will be required pursuant to the landscape ordinance.

Access to the site and all required parking must be paved with concrete or hot-mix asphalt. The applicant agreed with this requirement. Energy Street is not currently paved but is expected to be in the future.

Randy Bartch, representing IBEW, states that their apprentice training program has been renting space at the college and high school at different times but the classes have gotten larger and they need something different. He states that there are currently 35 apprentices through the Williston program and have schooling two nights a week with up to 25 students a night. Their plan is to have 2-3 offices for daily staff, a couple smaller classrooms and one larger conference room to hold IBEW union meetings and 8-10 journeyman training classes a year required for licensing. Also this space will allow them to have labs, (i.e.) conduit bending classes, which are required but they haven't had space to complete that.

Discussion is had as to the mixed zoning in this area and a concern that allowing this vocational school in this area might be problematic in the future. It is clarified that a vocational/technical school is an allowable use, with an SPU, in an industrial zone.

MOTION BY LONG, SECOND BY CHRISTENSEN, to approve the SPU request for office space and a technical school in M-2 zone, Block 1, Lot 4, Bakken Commerce Center, City of Williston, contingent upon addressing all staff comments. AYES: Fleck, Maristuen, Christensen, Long, Aafedt, Haugen, Boyeff. NAYS: None. ABSENT/NOT VOTING: ABSTAINED: None. MOTION CARRIED ON ROLL CALL VOTE.

8. Review of fact sheet formatting

Kress discusses the changes to fact sheets, addition of aerial photographs and lay-out of recommended ad hoc motion. He asks the Commission for their feelings on new format and what would be most useful for the Commission prior to the meeting.

DATE OF NEXT REGULAR MEETING: June 16, 2014

MEETING ADJOURNED.



Kent Jarcik, Williston Planning Director