

**CITY OF MOORHEAD
PLANNING COMMISSION/BOARD OF ADJUSTMENT
MEETING MINUTES
TUESDAY, MARCH 4, 2008 - 5:00 P.M.
FIRST FLOOR COUNCIL CHAMBERS - CITY HALL**

I. ROLL CALL

Members Present: (7) McCarthy, Schulz, Rowell, Stabenow, Dahle, Ingersoll, Gramer.

Members Absent: (0)

Others Present: See attached attendance record.
Debra Martzahn Planning and Zoning Administrator
Mary Schmitt Neighborhood Services Office Specialist

II. AGENDA AMENDMENTS

There were no agenda amendments.

III. APPROVAL OF FEBRUARY 12, 2008 REGULAR MEETING MINUTES

Gramer moved, seconded by Rowell, to approve the February 12, 2008. Motion carried by unanimous voice vote.

IV. CITIZENS TO BE HEARD

No citizens requested to be heard.

V. PUBLIC HEARING – BOARD OF ADJUSTMENTS

- 1. Request of Concordia College for a variance from Section 10-20-9, Number of Parking Spaces Required to allow for additional offices in the Riverside Center at 310 14th Avenue South.**

Action Taken: Gramer moved, seconded by Rowell, to open the public hearing. Motion carried by unanimous voice vote.

Martzahn briefed the Commission on the request. She said two neighbors called asking for information and were neither for nor against the proposal. Martzahn mentioned parking issues around the campus and Commissioners discussed the proposed conditions.

Jim Loberg, Zerr Berg Architects, architect for the project, stated Concordia has no problem with the conditions presented by the City.

Action Taken: Dahle moved, seconded by Gramer, to close the public hearing. Motion carried by unanimous voice vote.

Action Taken: Gramer moved, seconded by Rowell, to recommend approval of the request of Concordia College with five conditions:

1. Office space shall be limited to 20,050 square feet, and the preschool shall be limited to the existing number of classrooms and fewer than 100 children.
2. Owner of the Riverside Center property shall assume all responsibility to maintain the designated on-street parking spaces and keep them clear of snow.
3. Outside of working hours, on-street parking spaces shall be available for public use.
4. Employees and guests at the Riverside Center shall not use on-street parking in the neighborhood other than those spaces designated on the attached plan. If on-site and designated spaces are inadequate to accommodate its need, the property owner shall offer employees incentives to carpool, walk or bike to work.
5. In exchange for use of the right-of-way, the property owner shall install and maintain enhanced landscaping in the yards surrounding its building, according to a landscape plan approved by the zoning administrator.

Motion carried by unanimous voice vote.

VI. PUBLIC HEARING – PLANNING COMMISSION

- 1. Request of Gray Canyon Companies for final plat approval of Gray Canyon One Moorhead Addition, a replat of part of Brookdale South Addition, a 1.53-acre subdivision northwest of the intersection of 30th Avenue South and 8th Street South.**

Action Taken: Dahle moved, seconded by Rowell, to open the public hearing. Motion carried by unanimous voice vote.

Martzahn briefed the Commission on the request, saying the final plat was in conformance with the preliminary plat, and noting that the applicant had addressed the conditions, except for the Developers Agreement, which staff is drafting. She mentioned that Minnesota DOT has agreed to accept dedication of Lot 2 for right-of-way.

Action Taken: Gramer moved, seconded by Ingersoll, to close the public hearing. Motion carried by unanimous voice vote.

Action Taken: Gramer moved, seconded by Rowell, to recommend approval of the request of Gray Canyon Companies, with the following conditions:

1. Applicant/property owners enter into developer's agreement.
2. Developer receives all required federal, state and local permits.

Motion carried by unanimous voice vote.

2. Request of Arista Development to amend the Moorhead Zoning Ordinance Section 10-12C-6(B1) and 10-12D-6(B1), Lot Requirements and Setbacks, to reduce required yard widths in the RLD-2 and RLD-3 zones.

Action Taken: Stabenow moved, seconded by Schulz, to open the public hearing. Motion carried by unanimous voice vote.

Martzahn briefed the Commission on the request made by Arista development to reduce lot requirements by five feet in both the RLD-2 and RLD-3 districts. She noted advantages to decreasing lot width, that it would not affect density, would reduce housing costs and allow flexibility.

Gramer inquired about disadvantages. Martzahn said she was not aware of any and that none of the developers voiced concern about impacts on them.

Schulz remarked the market has changed to favor single-family over twin homes. Jeff Schaumann, Arista Development, informed the Commission the request is in response to market dynamics. Demand is there for single family homes at the price of twin home. The proposal allows them to use existing lots for the new product.

Action Taken: Ingersoll moved, seconded by Rowell, to close the public hearing. Motion carried by unanimous voice vote.

Action Taken: McCarthy moved, seconded by Rowell, to recommend approval of the request of Arista Development to amend Moorhead zoning ordinance. Motion carried by unanimous voice vote.

3. Request of City of Moorhead to amend Moorhead Zoning Ordinance Section 10-17E, Gateway Overlay to include 34th Street north of 4th Avenue South and south of 24th Avenue South.

Action Taken: Stabenow moved, seconded by Rowell, to open the public hearing. Motion carried by unanimous voice vote.

Martzahn briefed the Commission on the request, explaining how the amendment will affect the properties on 34th Street. Area north of Wal-Mart is currently farming, vacant, or city owned. Now would be a good time to gateway. 34th Street will become a fairly major entrance to city. Most of the corridor is already developed. Some lots are designated multi-family with gateway standards already applying to some of the property. Regional commercial zoning is very similar to gateway standards. All or a portion of 34 Street would be included in gateway.

McCarthy asked if Dilworth has anything similar to Moorhead's gateway district and if staff has discussed this amendment with Dilworth. Martzahn reported that she had heard from Ken Parke that he has no problem with the standards in Moorhead's gateway standards, but does not

expect to adopt any for Dilworth, but he would discuss it with the Dilworth's planning commission.

John Hough, 3658 22nd Street South, Fargo, approached the commission regarding his vacant residential property adjoining 34th Street. He was concerned that the standards would require more land and architectural standards for apartments, and both would increase the base price.

Members discussed the impact on community aesthetics, costs to developers and competition for new business.

Jeff Schaumann approached the commission and stated this is the first Arista has heard of this gateway proposal and would like an opportunity to examine before any action is taken by the Commission.

Action Taken: Ingersoll moved, seconded by Rowell, to close the public hearing. Motion carried by unanimous voice vote.

Action Taken: Rowell moved to approve the amendment as written, seconded by McCarthy.

Action Taken: McCarthy moved, seconded by Rowell, to table the discussion until Planning Commission, developers and Dilworth can meet and explore regulations further.

VII. OTHER BUSINESS - None

VIII. REPORTS/INFORMATION

Comprehensive Planning for Citizen Planners. Martzahn asked commissioners what they would like to accomplish with an update to the 2004 Comprehensive Plan. She said the City has DOT funds through Council of Government for the update and expansion of the growth area plan for south Moorhead. She suggested checking over the whole plan, updating demographics and addressing problem areas. City staff is working with Clay County Public Health on a contract with Blue Cross Blue Shield of Minnesota on a funding opportunity to promote active living in the city through urban design focused on encouraging more activity in daily routines.

Rowell inquired if there has been talk with developers about how the plan is affecting business. McCarthy suggested taking a good look at the comprehensive plan and leaving the growth plan as is. Schulz recommended looking at what is good for the City of Moorhead. Martzahn informed the Commission that the current sewer area will accommodate expected growth through 2035.

IX. ADJOURNMENT