

**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENTS**

**MEETING AGENDA  
FEBRUARY 03, 2009 AT 5:00 PM  
1ST FLOOR COUNCIL CHAMBERS, MOORHEAD CITY HALL**

	<u>REMARKS</u>
I. Roll Call	_____
II. Agenda Amendments	_____
III. Approval of Minutes from January 6, 2008, Regular Meeting	_____
IV. Citizens To Be Heard	_____
V. Public Hearing -- Board of Adjustments	_____
VI. Public Hearing -- Planning Commission	_____
VII. Other Business	_____
1. Safe Routes to School - Presentation by Justin Kristan, F-M MetroCOG	_____
2. Election of Officers	_____
3. Appointment to MetroCOG Policy Board	_____
VIII. Reports / Information	_____
1. Comprehensive Plan / Active Living	_____
IX. Adjournment	_____

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**CITY OF MOORHEAD  
PLANNING COMMISSION / BOARD OF ADJUSTMENTS  
MEETING MINUTES  
JANUARY 06, 2009 AT 5:00 PM  
1ST FLOOR COUNCIL CHAMBERS, MOORHEAD CITY HALL**

Pursuant to due call and notice thereof, a regular meeting of the Planning Commission was held in the 1st Floor Council Chambers, Moorhead City Hall, on January 06, 2009, at 5:00 PM.

**I. Roll Call**

**Roll call of the members was made as follows:**

2nd Ward Council Member:	John Rowell	Present
Board Member:	Brian Gramer	Present – entered @ 5:09 pm
Board Member:	Gary Schulz	Present
Board Member:	Liz Stabenow	Present
Board Member:	Mike McCarthy	Absent
Board Member:	Tod Dahle	Absent
Board Member:	Wayne Ingersoll	Present

**Staff present:**

Deb Martzahn, Planning and Zoning Administrator  
Tom Trowbridge, City Engineer  
Amy Thorpe, Community Services Program Assistant

**II. Agenda Amendments**

None.

**III. Approval of December 2, 2008, Meeting Minutes**

**Motion to Approve made by Gary Schulz and seconded by Liz Stabenow**  
*Motion Passed: For: 4; Against: 0; Abstain: 0; Absent: 3*

**IV. Citizens To Be Heard**

None.

**V. Public Hearing -- Board of Adjustments**

None.

**VI. Public Hearing -- Planning Commission**

1. Request of Michael Domitrovich on behalf of Holoien Development Co., LLC for the following actions relating to Parcel 58.900.2320, approximately 15 acres southeast of the intersection of Clay County Highway No. 52 and 40th Street South (CSAH 7):
  - A. Growth Area Plan amendment for the north 2.5 acres (approximately) from 6-12 dwelling units per acre to Commercial;
  - B. Rezoning of the north 2.5 acres (approximately) from TZ, Transitional to NC, Neighborhood Commercial;

C. Preliminary plat approval of Community Crossing Addition

**Motion to Open Public Hearing made by Gary Schulz and seconded by Liz Stabenow**

*Motion Passed: For: 4; Against: 0; Abstain: 0; Absent: 3*

MINUTES:

Martzahn opened discussion with a summary of the proposal, referencing packet materials. She explained that the owners want to subdivide the lot and rezone the proposed north lot (Lot 1) to allow for NC, Neighborhood Commercial development, which would require an amendment to the Growth Area Plan. Martzahn said the final plat would need to show a separate lot for storm water retention, if it is to be dedicated to the city. She continued that residential development on Lot 2 would require parkland dedication. Martzahn stated that Lot 2 would remain TZ, Transitional for the present. Martzahn recommended the growth area plan change, rezoning, and preliminary plat with the following conditions:

1. Developer shall enter into a developer's agreement with the City of Moorhead that specifically includes:
  - a. a requirement to provide parkland dedication or fees in lieu of dedication if and when Lot 2 is developed with housing;
  - b. a commitment to future bikepaths shown in the Bikeway Master Plan, when needed;
  - c. sidewalk to be installed along 40<sup>th</sup> Street South with Lot 1 and commitment to continue sidewalk south with development of Lot 2 and adjoining any interior public streets to be developed in the future.
2. Developer shall receive all required federal, state and local permits.
3. Final plat shall show allowed access points, as approved by city engineer.
4. Plat must show a separate lot for storm water detention, if it is to be dedicated to the city.

Commissioner Schulz asked if the gateway requirements would apply. Martzahn stated that she would check the gateway wording to see how far south it extends. She mentioned that the NC zoning district has architecture standards similar to those required by the Gateway Overlay district.

**Motion made to Close Public Hearing made by Gary Schulz and seconded by Liz Stabenow**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

QUESTION: Stabenow asked Martzahn if the answer to the gateway question had an effect on the request. Martzahn stated that unless the applicant had a concern and needed to know at this time, the answer would have no bearing. Martzahn asked the applicant who was sitting in the gallery and he stated that it was fine.

**Motion to Approve made by Wayne Ingersoll and seconded by Gary Schulz**

*Motion Passed: For: 5; Against: 0; Abstain: 0; Absent: 2*

**VII. Other Business**

1. Request of Pinnacle Development, LLC on behalf of Monge Family Limited Partnership to re-use 402 21st Street South for a non-conforming use.

**Motion to Recommend made by Brian Gramer and seconded by Gary Schulz**

*Motion Failed: For: 5; Against: 0; Abstain: 0; Absent: 2*

MINUTES:

Martzahn stated that the applicant wanted to establish a small engineering office in the former Jiffy Lube building, and both uses are non-conforming in the NC, Neighborhood Commercial district. She stated that the applicant has plans to remodel the building that would conform to the NC, Neighborhood Commercial standards. She explained that city council has the authority to allow for a reuse or a change of a lawful non-conforming use to another nonconforming use

that is equally or more appropriate to the site. Martzahn stated that this was a good reuse of the property and recommended the request for approval with the following conditions:

1. Non-conforming use shall be limited to corporate offices.
2. Improvements may exceed 50% of the current valuation, if the project is designed to meet the special provisions of the NC, Neighborhood Commercial district.
3. Required buffering (Section 10-19-18), as approved by the city planner and city forester, shall be installed by October 1, 2009. Other required plant units and boulevard trees (Section 10-19-17) for the lot do not have to be installed until after the 21<sup>st</sup> Street project has been completed.

2. Commission's 2008 Report to the City Council

MINUTE: Martzahn asked commissioners for any additions or corrections to the 2008 Commissioner's Report to City Council. Commissioners made no additions or corrections to the report, and Martzahn stated that she would submit the report as written.

3. Appointment to MetroCOG Policy Board

MINUTE: Martzahn asked Commissioner Rowell to describe the MetroCOG Policy Board to the other members. Rowell said he has sat on that board for the past twelve years and recommended it. Rowell asked for a volunteer from the commission. Gramer replied that he was interested and would let the commission know at the next meeting.

## VIII. Reports / Information

1. Red River Protection – no discussion.
2. Comprehensive Plan / Active Living Neighborhood Meeting Schedule

MINUTE: Martzahn referred commissioners to her memo outlining times and dates and encouraged commissioners to participate in the upcoming neighborhood meetings.

3. 1st Avenue North – no discussion.
4. Attachments: Zoning & Subdivision Criteria – for information only
5. 2009 Planning Commission Meeting Dates – for information only.
6. November 2008 Building Reports – no discussion.

## IX. Adjournment

The proceedings of this meeting are digitally recorded and are available for public review.

*Respectfully submitted by:*  
*Amy Thorpe, Community Services Program Assistant*



February 3, 2009

**To:** Members of the Planning and Zoning Commission

**From:** Debra Martzahn, City Planner

**Subject:** Moorhead Safe Routes to School Study

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Safe Routes to School is a federal grant program designed to encourage children kindergarten through 8<sup>th</sup> grade to walk and bike to school. The intent of the program is to increase physical activity and instill healthy habits in children, including those with disabilities, and to reduce reliance on private autos, traffic congestion and air pollution around schools. The program funds infrastructure projects within two miles of a school, including street crossing safety improvements, spot improvements in existing pedestrian/bikeways, new pedestrian/bikeways, traffic calming, signing, bicycle parking, lighting.) It also funds non-infrastructure projects, such as crosswalk guard training, enforcement, public awareness campaigns, walk/bike to school days and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment.

The Fargo-Moorhead Metropolitan Council of Governments (MetroCOG) has formed a steering committee of local government and school district staff (listed below) to study opportunities and obstacles for walking and biking to school in Moorhead. With help from the steering committee, MetroCOG has prepared the Moorhead Safe Routes to School Study, a guide for making walking and bicycling to and from school easier, safer, more efficient and enjoyable. Based on national best practices, local public input and site examinations, the study includes recommendations in the categories of 1) improving infrastructure, 2) encouragement and education, 3) enforcement and 4) school district policy and programming. The study intends to provoke further thought as to how the City of Moorhead can create an effective and ongoing program.

Attached is an executive summary of the draft Moorhead Safe Routes to School Study. The full document is available online at <http://www.fmmetrocog.org/>. MetroCOG and the study committee ask the Planning Commission to review the study and recommend that the City Council receive it and consider its findings when making related decisions and applying for grants.

The study review committee is comprised of:

Pam Gibb – Communications Coordinator for the Moorhead School District  
Anne Moyano – Principal of Reinertsen Elementary School  
Dan Bacon – Director of Property Services and Transportation for the Moorhead School District  
Jody Bertrand – Engineer for the City of Moorhead  
Brian Dahl – Moorhead Police Department  
Gina Nolte – Director of Health Promotion for Clay County Public Health  
Kim Lipetzky – Moorhead Resident  
Kristie Leshovsky – Moorhead Planning Department  
Deb Martzahn – Moorhead Planning Department  
Brian Gibson – FM MetroCOG  
Justin Kristan – FM MetroCOG

# **Executive Summary**

## **Moorhead Safe Routes to School (SRTS) Study**

This Safe Routes to School study involved working with a diverse and committed steering committee representing the city, school district, police department, principals, health officials, parents, teachers, children and elected officials to identify obstacles near and adjacent to selected school sites and to propose recommendations to improve safety as well as to increase education and encouragement activities. This study allowed a public education component to occur thus bringing the Safe Routes to School paradigm to an increasing number of Moorhead citizens.

Three public elementary school sites and one public middle school site have been examined for traffic safety issues as well as ease of access by students using bicycles or walking to and from these sites. The school sites that were chosen for this study were selected due to their traditional operating times and transportation systems (options for busing, walking and bicycling) as well as their compatibility with the Safe Routes to School Program goals. High schools were not selected for this study due to the fact that federal Safe Routes to School grant applications are available only to school sites housing any mix of K-8 students. In this study, recommendations are made to the City of Moorhead and the Moorhead School District for bicycle and pedestrian improvements adjacent to or near each school site in this study. A secondary objective of this study is to develop Safe Routes to School maps for each of the school sites in this study.

A set of public input sessions was held in February and May of 2007 at the three elementary schools and one middle school during parent/teacher conferences. Parents (and students) were invited to provide feedback on where they lived and their most common form of transportation to their respective school site. Feedback on sense of safety and constraints that limited the parents' willingness to let their children walk or bicycle to school was obtained through a comment sheet. Recommendations were proposed to address the safety concerns and constraints perceived by parents and students. Some of the primary study recommendations address stranger danger, pedestrian crossing amenities, the addition of sidewalk connections as well as education and encouragement activities to increase the use of walking school buses, bicycle pools and carpooling.

Student walking and bicycling routes to school were updated through input from City of Moorhead engineers, planners, school administrators, and parent and student feedback. Review of Safe Routes to School Plans from Duluth, Minnesota and Superior, Wisconsin were also used in the updating of safe routes to school maps.

The Moorhead School District worked closely with the Fargo-Moorhead Metropolitan Council of Governments during the Study to provide feedback on the many facets of the Study and to notify parents and students of upcoming public input opportunities.

## Infrastructure Recommendations

A prioritized list of bicycle/pedestrian infrastructure project recommendations was developed, reviewed, and refined by the study review committee, the Moorhead School District Central Office Team and additional Moorhead engineering staff.

The prioritized list of infrastructure project recommendations is found below. Those project recommendations that create separation between pedestrians and automobiles have an “A” next to them. Secondary project recommendations relate to signage and they are labeled with a “B”. Tertiary project recommendations are labeled with a “C”. This prioritization is representative of present desires of the Moorhead School District. This prioritized list may change as the School District sees necessary. The School District will annually review the prioritized infrastructure project recommendation list with the Moorhead Engineering Department to see if the prioritized list continues to meet the needs of the Moorhead School District and to coordinate the application process for Federal Safe Routes to School grants and any other funding sources that may be available.

**Table 1 Prioritized Infrastructure Recommendations**

Infrastructure Recommendations			
	Location	Concern	Recommendation
A	Ellen Hopkins Elementary	There is no pathway on the north side of 22 <sup>nd</sup> Avenue for walking on to the school site. Students must make a mid-block crossing or walk on the south side of 22 <sup>nd</sup> Avenue South all the way to 11 <sup>th</sup> Street South then cross 22 <sup>nd</sup> Avenue to get on to the school site.	Consideration should be given to constructing a sidewalk on the north side of 22 <sup>nd</sup> Avenue that would originate at 14 <sup>th</sup> Street South and would provide direct access to the main entrance of the school.
A	S.G. Reinertsen Elementary	Non - ADA compliant shared use path ramps at 40 <sup>th</sup> Avenue and 14 <sup>th</sup> Street as well as at bus exit and parent drop-off entrance.	Shared use path ramps should have detectable warnings (truncated dome panels) installed as soon as is feasibly possible.
A	Ellen Hopkins Elementary	Review of pedestrian signal timing at crossings of 8 <sup>th</sup> Street within a half mile of Ellen Hopkins School. Striped crosswalks at 20 <sup>th</sup> Avenue South are very worn.	A review of pedestrian signal timing at popular or necessary signalized crossings should occur to see if there are modifications that can be made which would enhance the safety and sense of comfort for those students and adults who would like to or need to make crossings of 8 <sup>th</sup> Street South to get to Ellen Hopkins Elementary School.

A	Ellen Hopkins Elementary	Crosswalk markings are worn or not present at 14th St. South and 20th Ave. and 22nd Ave. as well as at 8th Street and 20th Ave. South	Pedestrian counts should be completed at the 14th St. South intersections to see if striping crosswalks is justified. Re-striping of crosswalks should occur at intersection 8th Street and 20th Avenue South due to very worn striping.
A	Horizon Middle School	Crossing of Main Avenue SE (Highway 52)	The City of Moorhead should consider off-road bicycling and walking facilities along 12 <sup>th</sup> Avenue South between 20 <sup>th</sup> Street South and the ditch just east of Main Avenue SE (Highway 52).
B	S.G. Reinertsen Elementary	It is felt that cars are traveling too fast on 14 <sup>th</sup> Street just north of 40 <sup>th</sup> Avenue South.	The school district should discuss their interest in having school speed limit signs with flashing beacons on 14 <sup>th</sup> Street South north of 40 <sup>th</sup> Avenue installed with the City of Moorhead to see if conditions are met for such hardware.
B	Robert Asp Elementary	There is no traffic control signage at the intersection of 8 ½ Avenue North and 12 <sup>th</sup> Street North. Cars sometimes do not yield to pedestrians in the crosswalk.	Administrators at Robert Asp Elementary School should work with the City of Moorhead to open a discussion about the possibility of installing a YIELD or STOP sign at this intersection. Signage would be intended to control traffic moving north on 12 <sup>th</sup> Street.
B	S.G. Reinertsen Elementary	No STOP signs at parent drop-off exit or bus exit	STOP signs should be installed as soon as possible.
C	Ellen Hopkins Elementary	Lack of direct connection from Andrew Swenson Addition to Ellen Hopkins School.	Moorhead Area School District officials should review the opportunity to complete this Safe Routes to School connection with the City of Moorhead.

## **Education and Encouragement Recommendations**

The education and encouragement recommendations are shown below. These recommendations are not listed in any particular order and there is no prioritization to them. The Study Review Committee has made it clear that it supports education and encouragement activities to increase the number of students, parents and staff bicycling and walking to public school sites in Moorhead. The recommendations that are provided below will be implemented as the School District and individual school sites feel they are feasible and appropriate.

### **S.G. Reinertsen Elementary School**

**1. Concern:**

Stranger Danger

**Recommendation:**

S.G. Reinertsen should implement a walking school bus and bicycle pool program as soon as it is feasible. These types of groups will help to reduce parents' fear of stranger danger and should help in increasing community involvement in the Safe Routes to School effort. Walking school buses and bicycle pools are two types of programs that can increase the number of students walking and bicycling to school. The school site must have a champion to organize the parents who are interested in such a program and be given the resources to contact these parents. Volunteers would be organized and scheduled. Responsible adults would pick up the students on bicycle or on foot and lead them to and from the school site

**2. Concern:**

Trunk Highway 75/Eighth Street is a major barrier for many parents

**Recommendation:**

Media coverage and a grand opening celebration of the pedestrian underpass should be considered to build community support and awareness of the new underpass that will be built near this intersection in 2009. In addition to a grand opening celebration, walking school bus and bicycle pool programs should be considered by administration at S.G. Reinertsen School. Walking school buses and bicycle pools are two types of programs that can increase the number of students walking and bicycling to school. The school site must have a champion to organize the parents who are interested in such a program and be given the resources to contact these parents. Volunteers would be organized and scheduled. Parents or responsible adults would pick up the students in the morning and afternoon on bicycle or on foot and lead them to and from the school site.

### **Robert Asp Elementary School**

**1. Concern:**

On-street parking on the south side of 8 ½ Avenue North during morning drop-off and afternoon pick-up periods.

**Recommendation:**

School site administrators should continue to encourage adults to pick up students on the north side of 8 ½ Avenue North. School site administrators should request that no parking be allowed by the City of Moorhead for a period beginning one hour before school lets out and ending one hour after school lets out. A car pooling program at Robert Asp Elementary School might be beneficial in reducing the number of automobiles on and around school property during drop-off and pick-up times.

**2. Concern:**

Stranger Danger

**Recommendation:**

The administration of Robert Asp Elementary School should work with staff, parents and students to develop and implement a walking school bus and bicycle pool program. Walking school buses and bicycle pools are two types of programs that can increase the number of students walking and bicycling to school. The school site must have a champion to organize the parents that are interested in such a program and be given the resources to contact these parents. Volunteers would be organized and scheduled. Responsible adults would pick up the students on bicycle or on foot and lead them to and from the school site.

**Ellen Hopkins Elementary School**

**1. Concern:**

Parents are double parking their motor vehicles in the student drop-off/pick-up zone.

**Recommendation:**

There are numerous education and encouragement activities that may help reduce the occurrences of double parking of vehicles in the pick-up/drop-off zone of Ellen Hopkins Elementary School such as: providing safe routes to school maps for students and parents, and frequent reminders of school policies through the use of school announcements and newsletters as well as encouraging walking, bicycling and carpooling. The Safe Routes to School Guide states that curb striping and other pavement markings, signage, separating motor vehicle from pedestrians and bicyclists, adding a drop-off and pick-up lane, assistants to help students exit and enter motor vehicles, adding an off-site queuing lane, and monitoring and enforcement of drop-off and pick-up policies can alleviate issues with drop-off and pick-up areas. It is recommended that further investigation into these potential solutions be pursued.

**2. Concern:**

Eighth Street is a major barrier for bicycling and walking. Parents and students do not feel comfortable walking or bicycling across this arterial corridor.

**Recommendation:**

Walking school buses and bicycle pools are two types of programs that can increase the number of students walking and bicycling to school. The school site must have a champion to organize the parents that are interested in such a program and be given the resources to contact these parents. Volunteers would be organized and scheduled. Responsible adults would pick up the students on bicycle or on foot and lead them to and from the school site.

**3. Concern:**

Stranger Danger

**Recommendation:**

Ellen Hopkins Elementary School should implement a walking school bus and bicycle pool program as soon as it is feasible. These types of groups will help to reduce parents’ fear of stranger danger and should help in increasing community involvement in the Safe Routes to School effort. Walking school buses and bicycle pools are two types of programs that can increase the number of students walking and bicycling to school. The school site must have a champion to organize the parents who are interested in such a program and be given the resources to contact these parents. Volunteers would be organized and scheduled. Responsible adults would pick up the students on bicycle or on foot and lead them to and from the school site

**Horizon Middle School**

**1. Concern:**

Stranger Danger

**Recommendation:**

Though the students are on the older end of the Safe Routes to School spectrum, students should be encouraged to walk and bicycle in groups. Walking in loosely organized groups could help allay parents’ fear of stranger danger.

**Enforcement Recommendations**

**Robert Asp Elementary School**

**1. Concern:**

Cars travel too fast on 8 ½ Avenue North.

**Recommendation:**

Administrators at Robert Asp School should open a dialogue with the City of Moorhead relating to the need for focused speed enforcement and/or a speed study.

**2. Concern:**

Crossing safety at 14<sup>th</sup> Street N. and 10<sup>th</sup> Avenue N. and 15<sup>th</sup> Avenue N. at mobile home park

**Recommendation:**

If more complaints are received about the safety of these intersections then Moorhead City staff may want to pursue their own analysis of these intersections.

**3. Concern:**

Speed of vehicles on 9<sup>th</sup> Street between 5<sup>th</sup> Avenue and 10<sup>th</sup> Avenue is too high

**Recommendation:**

If concerns about speeding motorists continue to be shared, school administration should request focused speed enforcement and/or a speed study of 9<sup>th</sup> Street North between 5<sup>th</sup> Avenue and 10<sup>th</sup> Avenue.

## **School District Policy and Programming Recommendations**

### **Moorhead Comprehensive Plan: Schools and Institutions Policy**

#### **Policy 11.1**

Since 1991 much has changed in the way the Moorhead School District deals with school siting practices. Consolidation of school sites has been a major change in practice. The Moorhead Comprehensive Plan (plan) speaks to the need to address economic challenges facing the siting and design of institutional facilities (public schools). The Plan specifically states *Larger facilities are needed to achieve economic efficiencies and growing participation* (pg. 2-44 Moorhead Comprehensive Plan). The Plan goes on to state the desire to locate new schools on the edge of neighborhoods as well as adjacent to major roadways where possible. This type of regional policy development tends to create longer trips for parents and students as well as fewer walking and bicycling trips to school. Public input has suggested that the remoteness of S.G. Reinertsen has caused some parents to not let their children walk or bicycle to school. Many parents do not want their children crossing Trunk Highway 75 or other major roadways. Schools and Institutions Policy 11.1 found in the Plan should be reviewed for its effect on the activity levels of K-8 school children attending Moorhead Area Public Schools as well as its effect on the willingness of parents to let their children walk or bicycle to school.

#### **Policy 11.2**

Policy 11.2 speaks to the desire to encourage the location of schools and institutions adjacent to community parks and open spaces. The policy goes on to state that trails and sidewalks should be designed to foster walking between schools, institutions and the adjacent neighborhood. This policy appears to support bicycling and walking from adjacent neighborhoods which is in alignment with the goals of the Safe Routes to School Program but in conjunction with Policy 11.1 is not likely to be very effective since many parents are uncomfortable with their children crossing major roadways.

## **Policy 11.6**

Policy 11.6 encourages schools and institutions to coordinate their facilities plans with land-use decisions made by the City of Moorhead. This policy should continue to be encouraged. In addition, Metro Area Transit should be involved in school siting and school design so as to maximize use of its system. Using Metro Area Transit buses may produce some financial efficiencies for the School District which is a major driver of infrastructure, residential development and roadway network development.

Transportation costs have risen immensely in the last three to five years due to rapidly rising fuel costs. In matters of school siting and school site development the Moorhead School District, the City of Moorhead and Metro Area Transit should be working together very closely to gain maximum efficiency and effectiveness of school district and city resources.

## **Walking and Bicycling to School**

In conversations with the public during the public input process Metro COG staff came away with the impression that little was being done in the way of specific programmatic efforts to encourage bicycling and walking to school sites. The Moorhead School District should continue to increase programming to encourage walking and bicycling to school as a regular behavior. Programs such as walking school buses and bicycle pools as well as the Freiker Program ([www.freiker.org](http://www.freiker.org)) may be ways to build excitement towards more active lifestyles. District wide participation in International Walk to School Day may be beneficial as well.

## **Vehicles on School Campuses**

During site visits Metro COG staff noticed significant numbers of private vehicles bringing students to K-8 school sites. Most vehicles were carrying no more than two students. There was double parking taking place at some school sites. Some queues interrupted traffic flow on adjacent streets. The presence of high numbers of automobiles dropping off and picking up students could possibly compromise the safety of students. The Moorhead School District should work with its principals to encourage regular carpooling by parents and staff as well as walking and bicycling by parents and staff.

## **Stranger Danger**

One of the top two comments made as to why parents didn't feel comfortable letting their children walk or bicycle to school had to do with stranger danger issues. The Moorhead School District should work with the Moorhead Police Department to educate parents as to proactive techniques to reduce the risk of this type of problem. The Moorhead School District should review and implement techniques that would reduce the stranger danger factor and increase the number of students and parents walking and bicycling to school sites. Ideas for such programmatic efforts can be found at <http://www.saferoutesinfo.org/guide/>.

A Safe Routes to School plan is separate from conducting a school SRTS campaign. Campaigns must start within each school and be embraced by the administration, parents and students. At this time, there is at least one study school site interested in pursuing a

walking school bus program. The Study's recommendations will help bring coordination to the development of a Safe Routes to School program in the City of Moorhead as well as well as SRTS programming efforts throughout the Fargo-Moorhead region.

Having completed this plan, the Moorhead School District and the City of Moorhead have placed themselves in an excellent position to apply for federal Safe Routes to school funds being administered by MnDOT. Local financial partnerships will be essential to successful implementation of proposed recommendations to improve safety and comfort levels along major routes leading to Moorhead schools.

# MOORHEAD PLANNING COMMISSION BOARD OF ADJUSTMENTS

Updated January 28, 2009

Regular Monthly meetings are held on the 1<sup>st</sup> Tuesday  
at 5:00 p.m.-First Floor of City Hall

<u>Name</u>	<u>Representing</u>	<u>Term Beg./Expires</u>
Gary Schulz	1 <sup>st</sup> Ward	9/4/2007 – 1/31/2012
Vacancy	2 <sup>nd</sup> Ward	2/1/2009 – 1/31/2012
Brian Gramer	3 <sup>rd</sup> Ward	2/4/2008 – 1/31/2011
Tod Dahle	4 <sup>th</sup> Ward	3/7/2005 – 1/31/2011
Liz Stabenow	At-Large Citizen	2/7/2005 – 1/31/2010
Wayne Ingersoll	Clay County Liaison	1/1/2009 – 1/31/2012
John Rowell	City Council Liaison	1/1/2006 – 12/31/2009

## Planning Commission Membership

In accordance with Article II, Section 1 of the City of Moorhead Planning Commission By-Laws, the Commission will consist of 7 appointed members who are residents of Moorhead: 1 member from each ward, appointed by the Ward Council Members; 1 at-large member appointed by the Mayor; 1 Clay County Commissioner liaison; and 1 City Council liaison.

The major responsibility of the Planning Commission is to develop and implement growth management plans for the City. The Commission also develops tools such as Land Use Plans, Capital Improvement Plans, Zoning Ordinances and Subdivision Ordinances to guide growth and ensure compliance with Moorhead's growth management plans.

In addition, the Planning Commission reviews subdivision plats and hold public hearings on proposals requiring zoning changes or conditional use permits and makes recommendations to the City Council to approve or deny such proposals based upon compliance with the City's management plans.

## Board of Adjustment Membership

In accordance with Article II, Section 1 of the City of Moorhead Board of Adjustment By-Laws, the Board will consist of the full membership of the Planning Commission, whose terms will run concurrently.

*\*Not eligible for reappointment*

