



# PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, February 21, 2024 at 7:10 AM  
City Hall – 38 1st Street West Dickinson, ND 58601

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## Commissioners:

**Chairman:** Jason Fridrich

**Vice Chairman:** Scott Bullinger

Dean Franchuk

Jo Marie Kadrmas

Troy Bosch

Val Decker

Rick Haugen

Aaron Johansen

Mike Schwab

## **CALL TO ORDER**

## **ROLL CALL**

### **PRESENT**

Chairman Jason Fridrich

Vice Chairman Scott Bullinger

Commissioner Dean Franchuk

Commissioner Aaron Johansen

Commissioner Richard Haugen

Commissioner Mike Schwab

Commissioner Val Decker

## **OPENING CEREMONIES: PLEDGE OF ALLEGIANCE**

### **1. ORDER OF BUSINESS:**

Motion to approve order of business.

**Motion to approve made by Commissioner Decker, Seconded by Vice Chairman Bullinger.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker

## 2. MINUTES

### A. JANUARY 17TH, 2024 MINUTES PRESENTED FOR APPROVAL

Motion to approve minutes as presented.

#### **Motion to approve made by Commissioner Johansen, Seconded by Commissioner Franchuk.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker

## 3. REGULAR AGENDA:

### A. RENAISSANCE ZONE APPLICATION (REN-001-2024) - Presented by: City/County Planner Steve Josephson

To consider a request for a Renaissance Zone Project at a property with at address of 446 18th Street West and legally described as Lots 4 & 5, Block 2, 2nd Replat of Prairie Hills 1st Addition Subdivision.

Mr. Josephson presents the Renaissance Zone request. He explains the applicant's plan is to purchase the property (former Family Fare) and complete extensive repairs and split it into two units. There is one retailer committed to the property.

A representative from Milco (owner) is present on Teams. He explains they have visited the property with contractors. One of the know tenants is Harbor Freight Tools, which will be in the northern part of the building; there are three more tenants interested in the south side. They hope to own and operate by the fall. Mr. Josephson adds that for a rehab project the renovation value needs to be 50% of the value assessed by the city. He says there are significant improvements that need to be done on this property so they do fall under that provision.

Chairman Fridrich opens the public hearing. There are no comments, so the public hearing is closed.

#### **Motion to approve made by Vice Chairman Bullinger, Seconded by Commissioner Decker.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker

**B. PUBLIC RIGHT-OF-WAY VACATION (VAC-001-2024)** - Presented by: City Engineer/Community Development Director, Joshua Skluzacek

To consider a Right-of-Way (ROW) Vacation for the remaining 213 feet of a 66-foot-wide right-of-way known as 1st Street SW between GTA Drive and 48th Ave SW in the City of Dickinson's ETZ. This portion of land consists of +/-0.65 acres.

City Engineer/Community Development Director, Josh Skluzacek presents the vacation petition. He explains this ROW is located at the current Baker Boy. They would like to improve operations as the applicant sees fit. There have been no public or staff comments on this item. He adds that prior to this vacation, they vacated the eastern portion of that ROW.

Curtis Freeman with KLJ is present and is representing the applicant. He explains that Baker Boy is looking to expand to the north and possibly to the west.

Chairman Fridrich opens the public hearing. There being no comment the public hearing is closed.

**Motion to approve made by Commissioner Franchuk, Seconded by Commissioner Johansen.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker

**B. PRELIMINARY MAJOR PLAT (PLP-002-2024)** - Presented by: City Engineer/Community Development Director, Joshua Skluzacek

To consider a Preliminary Plat for Dickinson South Cemetery Second Subdivision being a parcel of unplatted land located in the south half of the southwest quarter of the northwest quarter (S1/2SW1/2NW1/4) of Section 16, Township 139 North, Range 96 West, located in the City of Dickinson's ETZ. The site consists of +/- 7.60 acres.

Mr. Skluzacek presents the preliminary major plat request. He explains the City of Dickinson seeks to plat the second phase of the Dickinson South Cemetery which is located adjacent to the east of the Dickinson South Cemetery which was platted in 2000 and included 8 blocks, 7 lots per block, and 8 plots per lot. The Dickinson South Cemetery Second Subdivision will add 24 blocks, 5 lots per block, and 20 plots per lot. This meets all expectations from the municipal code. He adds that in 2023 we constructed drive aisles and are already selling plots.

Chairman Fridrich opens the public hearing. There being no comment the public hearing is closed.

**Motion to approve made by Commissioner Haugen, Seconded by Vice Chairman Bullinger.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker

**C. FINAL MAJOR PLAT (FLP-001-2024)** - Presented by: City Engineer/Community Development Director, Joshua Skluzacek

To consider a Final Plat for State 9th Addition being the re-plat of Lots 4, 5, and 6, Block 1 of State 8th Addition, located in Section 5, Township 139N, Range 96W, located within the City of Dickinson, ND. The site consists of +/- 3.09 acres.

Chairman Fridrich abstains from this item.

Mr. Skluzacek presents the final plat request. He explains this preliminary plat was approved in January. No changes have been proposed since that time. There is also an approved rezone that coincides with a portion of this plat.

Mr. Josephson adds that in the subdivision regulations they would need to go to the park board and the applicant has done that.

Andrew Schrank, Highlands Engineering is present to represent the applicant.

Vice Chair Bullinger opens the public hearing. There being no comment the public hearing is closed.

**Motion to approve made by Commissioner Johansen, Seconded by Commissioner Franchuk.**

Voting Yea: Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker  
Voting Abstaining: Chairman Fridrich

**4. PUBLIC ISSUES OF CONCERN NOT ON AGENDA**

**5. ITEMS NOT ON AGENDA**

**6. WORK SESSION**

**A. CURALEAF ANNUAL SUP REVIEW** - Presented by: City/County Planner, Steve Josephson

Mr. Josephson presents the applicants for the annual SUP review. He explains this is a compassionate care center. The reason they come to the commission annually is to let the city know they are meeting all their state requirements.

Director of Compliance, Whitney Montana and Store Manager, Heidi (inaudible) step forward to answer any questions for the commission. They state they have met all requirements of the SUP. Mr. Fridrich says it looks like all certificates are in order. No motions are required for this item.

**B. VISION WEST HOUSING ACCESS REPORT 2024** - Presented by: City/County Planner, Steve Josephson

Mr. Josephson presents the report. Daniel Stenberg from Mackenzie County Economic Development is present on Teams. Mr. Josephson says he just wanted to make the commission aware of this report. He would like to make this available on the city website. Mr. Stenberg speaks on some of the incentives across 17-18 counties in ND. Mr. Fridrich asks that this be sent to the City Commissioners.

**D. RENAISSANCE ZONE UPDATE - 10 YEAR EXTENSION** - Presented by: City/County Planner Steve Josephson

Mr. Josephson presents the update. He explains that the Ren Zone expires at the beginning of July. The State Century Code changed so the city cannot extend their Ren Zone for ten years instead of five years. They will give presentations to the school board, county commission and park board. The city will also need to get letters of support.

**7. ADJOURNMENT**

**Motion made by Commissioner Decker, Seconded by Commissioner Johansen.**

Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Decker