



PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, December 20, 2023 at 7:10 AM
City Hall – 38 1st Street West Dickinson, ND 58601

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 Jo Marie Kadrmas

Commissioner Val Decker

ABSENT

Commissioner Troy Bosch

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS:

Motion to approve order of business.

Motion 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 Kadrmas, Commissioner Decker

2. MINUTES

- A. November 15th, 2023 Minutes presented for approval.
Motion to approve minutes as presented.

Motion made by Commissioner Schwab, Seconded by Vice Chairman Bullinger.
Voting Yea: Chairman Fridrich, Vice Chairman Bullinger, Commissioner Franchuk, Commissioner Johansen, Commissioner Haugen, Commissioner Schwab, Commissioner Kadrmas, Commissioner Decker

3. REGULAR AGENDA:

A. REZONE (REZ-006-2023) - Presented by: City Planner, Matthew Galibert

To consider a Zoning Map Amendment from Community Commercial to Public for a property legally described as Block 1 of the of the Highway Department Addition, The City of Dickinson, Stark County, North Dakota. This property is located in the City of Dickinson.

Mr. Galibert presents the rezone request. The applicant is seeking relief from some zoning code requirements. They will be installing above ground fuel storage. According to the applicant, the storage tanks will accommodate ±10,000 gallons of diesel fuel storage and ±10,000 gallons of unleaded gasoline on site and are considered outdoor equipment, ancillary to primary operations. Mr. Galibert states that sometimes this zoning district (P) is used for industrial land uses. Staff has visited the location. Staff has received no comments from the public and recommends approval.

Andrew Schrank, Highlands Engineering is present and representing the applicant. He explains that the storage tanks need to be updated. They would like to put gas and diesel storage tanks above ground for their equipment. The request to Public is due to the size of the tanks. A special use permit will follow this request for the maintenance facility which is required by code. He also explains that they will be removing the old tanks.

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

Mr. Bullinger asks if there is a motion for screening and Mr. Galiberts clarifies that is not on either application.

This motion is contingent on the next item.

Motion to recommend approval made by Commissioner Franchuk, Seconded by Commissioner Schwab.

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

B. SPECIAL USE PERMIT (SUP-005-2023) - Presented by: City Planner Matthew Galibert

To consider a Special Use Permit to allow for a maintenance facility in the Public (P) zoning district. The property is legally described as Block 1 of the Highway Department

Addition, The City of Dickinson, Stark County, North Dakota. This property is located in the City of Dickinson.

Mr. Galibert presents the SUP request. This item is tied to the previous item. He explains that this SUP will allow space to park trucks and will not be visible. Staff has communicated the need to screen the above ground storage tanks from view. The applicant will explore these screenings, but they are not a condition on the staff report. Chairman Fridrich asks if it is typical to have an SUP on P zoned land. He asks if we issue a SUP to ourselves. Mr. Galibert clarifies that P doesn't always mean its land that we own. Mr. Skluzacek says they intend to bring in the projects for a pre-application meeting and we will ensure that all applicable ordinances are followed; regardless what has been done in the past, we now will be following all ordinances. Mr. Schwab asks if they are adding additional vehicles. Mr. Schrank says they are keeping their operations as is for now. In the future they will be adding some cold storage.

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

Motion to recommend approval made by Commissioner Kadrmas, Seconded by Commissioner Haugen.

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

C. RENAISSANCE ZONE DEVELOPMENT PLAN AMENDMENTS - *Presented by: City/County Planner, Steve Josephson*

A public hearing to consider amendments to Chapter VI of the City of Dickinson Renaissance Development Plan regarding the exemption period for residential rehabilitation projects and commercial projects, the percentage of investment for commercial projects, and ability of properties that previously received Renaissance Zone benefits to become eligible for additional benefits.

Mr. Josephson presents the Renaissance Zone text amendments. There had been a PZ workshop item during the last meeting regarding these revisions. He reviews those text amendments.

- **Increasing the tax exemption period for residential rehabilitation projects from five years to eight years;**
- **Increasing the benefit period for commercial projects to eight years if the investment amount is least 75% of the current true and full value;**
- **Allowing properties that had previously received Renaissance Zone benefits additional benefits after 30 years have lapsed from the completion of the initial project; and**
- **Allowing for two exceptions, or “islands”, to the primary contiguous zone.**

Mr. Fridrich asks about making changes to our Renaissance Zone. Mr. Josephson reminds the board that once we remove a property it can never be added back in. We will be bringing the renewal of the zone expansion back this summer when it runs out.

Mr. Bullinger asks about finding out which blocks have been removed. Mr. Josephson says he will get that list put together. Chairman Fridrich opens the public hearing. There being no comments the public hearing is closed.

Motion to recommend approval made by Commissioner Johansen, Seconded by Vice Chairman Bullinger.

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

4. PUBLIC ISSUES OF CONCERN NOT ON AGENDA

5. ITEMS NOT ON AGENDA

6. WORK SESSION

A. ENTRANCE SIGNS - *Presented by: Mr. Skluzacek*

Mr. Skluzacek presents the Entrance Signs PowerPoint presentation (available in the online meeting packet). There was a work session with City Commission yesterday regarding these signs. He explains that part of the intent is to get these signs in place before the TRPL opening. There would be a clear line of sight with these signs so people can see them for a longer duration of time. Points of location and designations are shown on the map. Renderings of sign ideas area also shown on the presentation. He states we will work with other agencies such as the County to make sure where we place them are acceptable; there is also a lot of criteria from the NDDOT. Mr. Skluzacek says they have mostly been concentrating on the brick and mortar signs and not the digital. Mr. Galibert states him and Ms. Marshik drove to the sites that are selected - they are flexible. Mr. Skluzacek states we would pick four or five signs. The DOT would not allow these in the new roundabouts that will be built. During the City Commission work session, the one that was gravitated towards a brick and mortar sign. Mr. Schwab says he can see them being on interstate. Mr. Skluzacek says we can start digging into costs, risks, locations after we find out which signs are preferred. Once some research is done on the locations we will bring it back to PZ and to City Commission for a vote.

B. PLANNING DEPARTMENT MONTHLY REPORT - *Presented by: City Planner, Matthew Galibert*

Mr. Galibert presents the monthly report from the department. He discusses deadlines and meeting date changes. Staff is proposing some changes such as moving the PZ meeting dates to the 2nd Wednesday of the month instead of the 3rd. It gives a window between the PZ and CC meetings that would be beneficial for multiple reasons. He goes over the process of reviewing application submittals and what that all entails. There is discussion about publishing the legals in the Dickinson Press and the deadlines regarding that. There is discussion of starting the new schedule in February. Mr. Skluzacek speaks about maybe making ordinance amendments on timelines. The board agrees to the schedule changes - starting in March. Ms. Wenko states there is no motion needed to make these changes.

Mr. Galibert speaks on the Comp Plan/Transportation plan. The kick off meeting is 12/21. There will be an updated gant chart sent out.

7. ADJOURNMENT

Motion to adjourn.

Motion made by Vice Chairman Bullinger, Seconded by Commissioner Johansen.

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