



PLANNING AND ZONING COMMISSION MEETING AGENDA

Wednesday, February 12, 2025 at 7:10 AM
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:

Chairman: Jason Fridrich
Vice Chairman: Scott Bullinger
Dean Franchuk
Zach Keller
Val Decker
Rick Haugen
Aaron Johansen
Mike Schwab

CALL TO ORDER

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS:

2. MINUTES

A. JANUARY 8TH, 2024 MINUTES

3. REGULAR AGENDA:

A. 2025 CHAIRMAN APPOINTMENT

B. 2025 VICE CHAIRMAN APPOINTMENT

C. PRELIMINARY MAJOR PLAT (PLP-001-2025) - *Presented by: City Planner, Natalie Birchak*

To consider a Preliminary Major Plat for the Jerry Williams Subdivision, located in the SE¼ of Section 22, Township 139 North, Range 96 West, of the 5th Principal Meridian, Stark County, North Dakota, in the City of Dickinson's Extra-Territorial Zone. The site consists of +/- 35.65 acres.

4. PUBLIC ISSUES OF CONCERN NOT ON AGENDA

5. ITEMS NOT ON AGENDA

6. WORK SESSION

A. CURALEAF ANNUAL REVIEW

7. ADJOURNMENT

Link for viewing Planning and Zoning Commission Meeting:

<https://www.dickinsongov.com/meetings>

This link will not be live until approximately 7:05 am on February 12, 2025.

Teams Meeting: <https://tinyurl.com/2y499uy8>

Teams Meeting ID: 259 715 210 827

Meeting Passcode: NX2bK7G9

Teams Phone #: 1-701-506-0320

Phone Conference ID: 374 257 376#

Local Phone #: 701-456-7006

Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator by the Friday preceding the meeting.



PLANNING AND ZONING COMMISSION MEETING MINUTES

Wednesday, January 08, 2025 at 7:10 AM
City Hall – 38 1st Street West Dickinson, ND 58601

Commissioners:

Chairman: Jason Fridrich

Vice Chairman: Scott Bullinger

Dean Franchuk

Zach Keller

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 Val Decker

Commissioner Zach Keller

ABSENT

Commissioner Mike Schwab

Commissioner Troy Bosch

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS:

Motion to approve order of business as presented.

Motion made by Commissioner Decker, Seconded by Commissioner Haugen.

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

2. **MINUTES**

A. DECEMBER 11, 2024 MINUTES

Motion to approve minutes as presented.

Motion made by Commissioner Franchuk, Seconded by Commissioner Keller.

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

3. **REGULAR AGENDA:**

A. RENAISSANCE ZONE APPLICATION (REN-001-2025)- *Presented by City/County Planner, Steve Josephson*

To consider a request for a Renaissance Zone Project at a property with the address of 257 1st Street East, legally described as Lots 10, 11, and 12, Block 9, Original Plat.

Chairman Fridrich hands the gavel to Vice Chair Bullinger since he is doing the construction on this project.

Mr. Josephson presents the renaissance zone request. He notes a few minor changes in the staff report. This will go to the January 21st City Commission meeting. He explains this would be a purchase with improvements project. The Renaissance Zone Coordinator or for the State has reviewed this request and says it meets requirements from the State.

Jessica Landis, applicant is present. She explains this is for her therapy center in town. She has a very small space currently; there are three people in the space and they are looking for a larger space and to expand behavioral health services in our area. They hope to be open up in the spring.

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

Motion made by Commissioner Haugen, Seconded by Commissioner Decker.

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

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

5. **ITEMS NOT ON AGENDA**

6. **WORK SESSION**

7. **ADJOURNMENT**

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

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

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Friday, January 3, 2025 9:24:28 AM



Unified Development Application

Have you met with Planning Staff regarding your application? Yes

Please upload the letter or counseling form you received following your pre-application meeting: [Jerry Williams 12.17.2024 Pre-Application Letter.pdf](#)

Type of Development

Is this a Replat

Name Jerry Williams

Applicant Email djohnson_55@hotmail.com

Applicant Phone # (701) 290-7710

Applicant Representative (if applicable) Nick Jensen

Applicant Representative Company Western Edge Surveying, PLLC

Applicant Representative Email nick.jensen@westernedgesurveying.com

Applicant Representative Phone # (701) 505-8209

Owner Name Jerry Williams

Owner Address 11015 40TH ST SW, Dickinson, ND, 58601

Owner Email djohnson_55@hotmail.com

Owner Phone # (701) 290-7710

Is the owner present to Sign

Signature

Will this application require any other action to complete the development?

Metes and Bounds Description (ONLY REQUIRED FOR UNPLATTED SUBDIVISION LOTS)

A tract of land located in the Southeast Quarter (SE1/4) of Section Twenty-Two (22), Township 139 North (T139N), Range 96 West (R96W) of the 5th Principal Meridian (5th P.M.), Stark County, North Dakota being more particularly described as follows:

Commencing at the South Quarter (S1/4) Corner of said Section Twenty-Two (22); thence 91°41'13" along the south line of the Southeast Quarter a distance of 660.58' to the Point of Beginning, point also being the Centerline of a Private Access Easement described in Document No. 3081306 filed at the Stark County Courthouse, thence 1°50'50" along said Centerline a distance of 1309.04, point being the Southwest Corner of Shetler Subdivision of said Document No. 3081306, thence 91°43'33" along the South line of Shetler Subdivision a distance of 1000.93' to a point being the Southeast Corner of said Shetler Subdivision, also being the Southwest Corner of Parcel A as described in Document No. 3132372 filed at the Stark County Courthouse, thence 91°38'57" along the South line of said Parcel A a distance of 184.34', to a point also being the Northwest Corner of Williams Johnson Subdivision described in Document No. 3155815 filed at the Stark County Courthouse, thence 181°42'01" along the West line of Lot 2 Block 1 of said Williams Johnson Subdivision a distance of 483.81', thence 181°42'41" along the West line of Lot 2 Block 1 of said Williams Johnson Subdivision a distance of 272.35', thence 181°42'40" along the West line of Lot 3 Block 1 of said Williams Johnson Subdivision a distance of 272.22', thence 181°42'42" along the West line of Lot 4 Block 1 of said Williams Johnson Subdivision a distance of 299.97', point being on the South line of said Southeast Quarter (SE1/4), thence 271°40'59" along the South line of said Southeast Quarter (SE1/4) a distance of 794.71', point being the Southeast corner of a 2.03 Acre Tract described in Document No. 3109416 filed at the Stark County Courthouse, thence 271°38'41" along the South line of said 2.03 Acre Tract a distance of 184.41', point being the Southwest Corner of said 2.03 Acre Tract and the Southeast Corner of a 3.03 Acre Tract described in Document No. 3109415 filed at the Stark County Courthouse, thence 271°39'17" along the South line of said 3.03 Acre Tract a distance of 184.52' point being the Southwest Corner of said 3.03 Acre Tract, thence 272°10'23" a distance of 24.82' to the Point of Beginning.

Said tract contains 35.656 Acres more or less and is subject to any previous easements, agreements, conveyances, and surveys.

	1/4 Section	Township	Range
Description	SE1/4 Section 22	139	96

Property Address / General Project Location 11015 40TH ST SW, Located on the North side of 40TH ST SW, about half a mile east of the County Fairgrounds.

Total Square Footage or Acreage of Subject Property 35.656AC

Transmittal Letter (Explanation of Request & Proposed Operations) [24-036_Williams_Transmittal.pdf](#)

Rezone Calc Multiplier 0

Minor Platting Multiplier 0

Prelim Platting Multiplier 1

Major Platting Multiplier 0

Name of Preliminary Plat Jerry Williams Subdivision

Preliminary Number Lots 1 to 10 Lots

Preliminary Number of Block(s) 0

3

Application Calc 500

Required Documentation Upload [24-036_Williams_Zoning_Map.pdf](#)
[24-036_Williams_Surrounding_Parcels.pdf](#)
[24-036_Williams_FEMA_MAP.png](#)
[24-036_Williams_City_Uilities.pdf](#)
[24-036_Williams_Prelim_Image.pdf](#)
[24-036_Williams_Proposed_Final.pdf](#)

Deed for Property [24-036_Williams_Deeds.pdf](#)

Application Fees Applicable Fees 500.00 USD

Total: \$500.00

Transaction ID: hrh1qpbg

Payment Information

First Name: Nicholas
Last Name: Jensen
E-Mail: djohnson_55@hotmail.com

Applicant Signature

Date

01-03-2025

You can [edit this submission](#) and [view all your submissions](#) easily.

Attachments: Because the total size is more than 5MB the uploads are not attached.

JERRY WILLIAMS MAJOR PLAT (PLP-001-2025)





Western Edge Surveying, PLLC
1175 Lincoln Street
Dickinson, ND 58601

Phone: (701) 505-8209
Email: nick.jensen@westernedgesurveying.com
Website: www.westernedgesurveying.com

To: Natalie Birchak – City Planner
City of Dickinson
38 1st Street West
Dickinson, ND

Date: January 2nd, 2025

Regarding: Major Plat Preliminary Application – Jerry Williams Subdivision

Attached to the application form you will find the following Major Plat documents for Jerry Williams Subdivision being submitted for Consideration:

- Pre-submittal Meeting Letter
- Project Scope (see below)
- Legal Description
- Warranty Deed(s)
- Current Preliminary Plat Drawing
- Proposed Final Plat
- City Parcel Map (ETZ Zone)
- City Utility Map
- City Zoning Map
- FEMA Floodplain Map (Modified to show project location)

Project Scope:

The applicant is submitting this Major Plat application for Jerry Williams Subdivision. Currently, the area is unsubdivided except for two parcels (shown on the preliminary plat) which have been split out previously for family. The intent is to further subdivide the remaining land amongst the family residences that are already existing in a manner that complies with Agricultural Zoning (greater than 5 Acres). Currently, no other development is planned for this area.

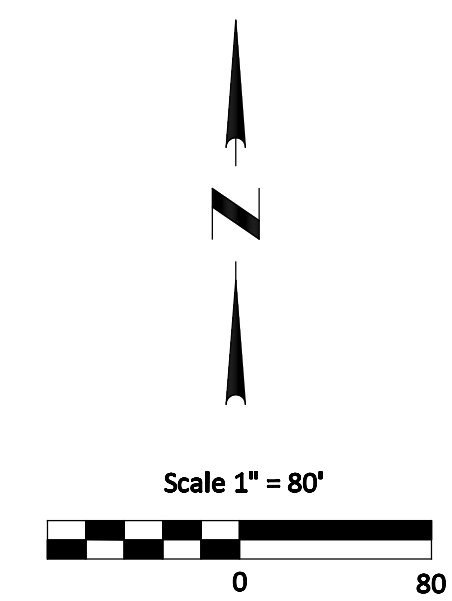
The existing driveway, which is accessed from 40th Street Southwest, is intended to remain private and incorporate a means for future utility development. They have already been maintaining this portion of road and have the equipment and means to continue to do so.

Thank you for your consideration of this request. Please let me know if there are any questions or additional information required.

Thanks,
Nicholas Jensen, PLS
Western Edge Surveying, PLLC

JERRY WILLIAMS SUBDIVISION

SE 1/4 Section 22, Township 139 North, Range 96W, 5th Principal Meridian
Stark County, North Dakota



Coordinate Table

Name	Northing	Easting
A	433464.25	1398769.44
B	434772.36	1398811.63
C	434736.92	1399996.14
D	433462.38	1399958.14

Legend

- Subdivision Boundary Line
- Lot Lines
- Easement Lines
- Private Easement/Utility Lines
- Adjacent Property Lines
- Setback Lines
- Found Section Corner as Described
- Found 1/2" Rebar with Yellow Plastic Cap Stamped 2884
- Found 1/2" Rebar
- Property Corner
- Buried Gas Line
- Buried Electric Line
- Buried Fiber Optic Line
- Overhead Electric Line
- Existing Water Line
- Existing Parcel Boundaries (Prelim Only)

Basis of Bearings

Basis of Bearings being the South line of the Southeast Quarter Section 22, Township 139 North, Range 96 West, 5th Principal Meridian

Survey based on North Dakota South Zone 1983 (2011), International Foot. Bearings are GRID, Distances are GROUND using a Scale Factor of 1.0001865491. Coordinates are GRID.

Surveyor's Certificate

I, Nicholas R. Jensen, Registered Land Surveyor, N.D. No. 29362 do hereby certify that Jerry Williams Subdivision Plat shown hereon is a correct representation of the survey, that all distances are correct, monuments are placed in the ground as shown, that the outside boundary lines are correctly designated on the plat and was made by me or under my direction, and is true and correct to the best of my knowledge and belief.

In witness whereof, I have here unto subscribed my name:

Nicholas R. Jensen R.L.S. 29362

Proprietor's Certificates:

I, Jerry D. Williams owner and proprietor of Jerry Williams Subdivision to the City of Dickinson, Stark County, North Dakota, on this plat shown hereon and described in the Surveyor's Certificate, do hereby declare that I have caused the same to be surveyed as shown on the accompanying plat, and do hereby dedicate all utility easements as shown to public use forever. The Ingress/egress easement shown hereon is a private crossing for the benefit of Lots 2, 3, 4, 5, 6 and Lot 1 Block 1 of Williams Johnson Subdivision Doc. No. 3155815. Furthermore, this ingress/egress easement shall also serve as a utility corridor for the installation, maintenance, and repair of utility infrastructure.

In witness whereof, I have hereunto subscribed my name:

BY: Jerry D. Williams

State of _____ SS
County of _____

On this _____ Day of _____, 20____, Before me, a notary public in and for said county and State, Personally appeared Jerry D. Williams, to me known to be the same person(s) described in and that executed the within and foregoing instrument and severally acknowledged to me that they executed the same.

Notary Public _____ My Commission Expires: _____

Residing at County of _____ State of _____

We, Kole Kahm & Darcy Kahm owners and proprietors of Jerry Williams Subdivision to the City of Dickinson, Stark County, North Dakota, on this plat shown hereon and described in the Surveyor's Certificate, do hereby declare that we have caused the same to be surveyed as shown on the accompanying plat, and do hereby dedicate all utility easements as shown to public use forever.

In witness whereof, I have hereunto subscribed my name:

BY: Kole Kahm BY: Darcy Kahm

State of _____ SS
County of _____

On this _____ Day of _____, 20____, Before me, a notary public in and for said county and State, Personally appeared Jerry D. Williams, to me known to be the same person(s) described in and that executed the within and foregoing instrument and severally acknowledged to me that they executed the same.

Notary Public _____ My Commission Expires: _____

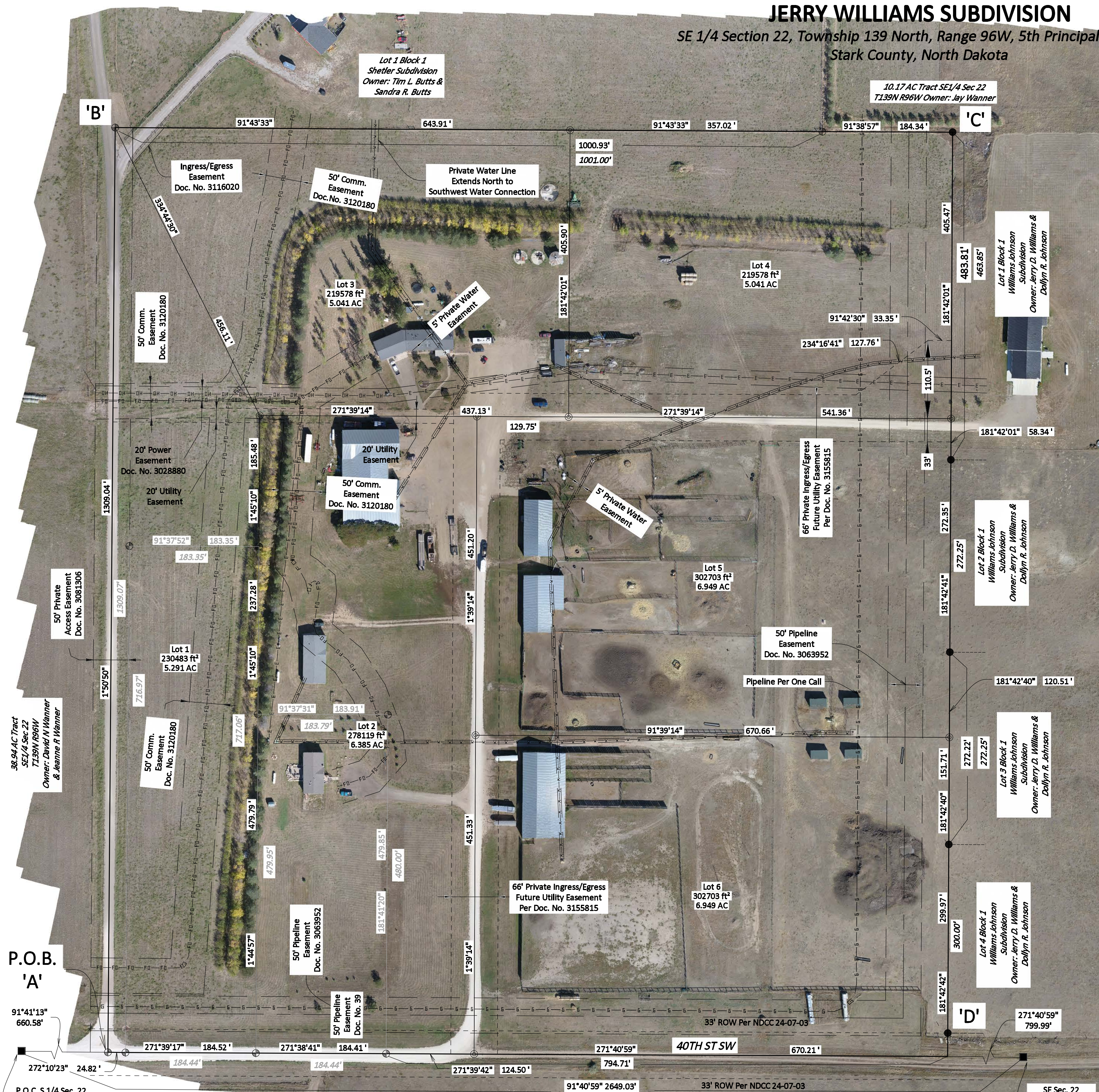
Residing at County of _____ State of _____

Boundary Description

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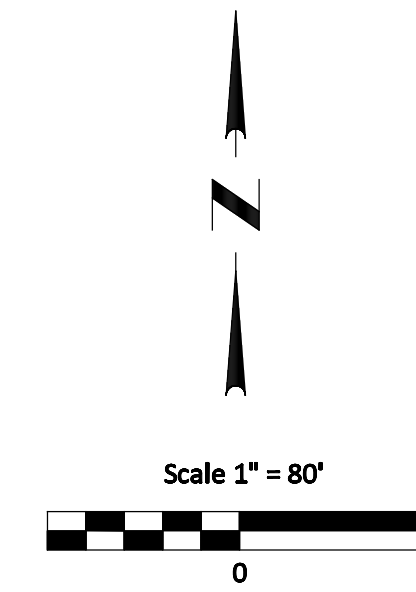
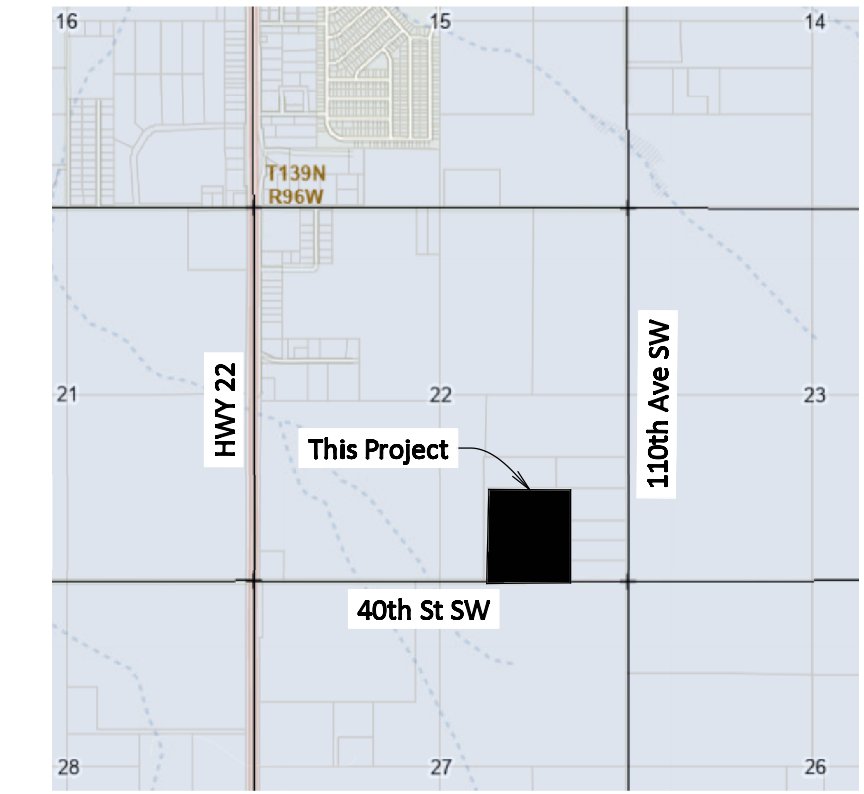
Said tract contains 35.656 Acres more or less and is subject to any previous easements, agreements, conveyances, and surveys.



DRAWN BY: NRJ SCALE: 1" = 80'
 PROJECT NO: 24-036 DATE: 1/2/2024
 WESTERN EDGE SURVEYING, PLLC
 1175 LINCOLN STREET
 DICKINSON, ND 58601
 PHONE: (701) 505-8209
 WWW.WESTERNEDGESURVEYING.COM

JERRY WILLIAMS SUBDIVISION

SE 1/4 Section 22, Township 139 North, Range 96W, 5th Principal Meridian
Stark County, North Dakota



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Lot Lines	— E — E — E —	Buried Electric Line
Easement Lines	— F — F — F —	Buried Fiber Optic Line
Private Easement/Utility Lines	— H — H — H —	Overhead Electric Line
Adjacent Property Lines	— W — W — W —	Existing Water Line
Setback Lines		

Vicinity Map

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In witness whereof, I have hereunto subscribed my name:

BY: Jerry D. Williams

State of _____
County of _____ SS

On this _____ Day of _____, 20____, Before me, a notary public in and for said county and State, Personally appeared Jerry D. Williams, to me known to be the same person(s) described in and that executed the within and foregoing instrument and severally acknowledged to me that they executed the same.

Notary Public _____ My Commission Expires: _____

Residing at County of _____ State of _____

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In witness whereof, I have hereunto subscribed my name:

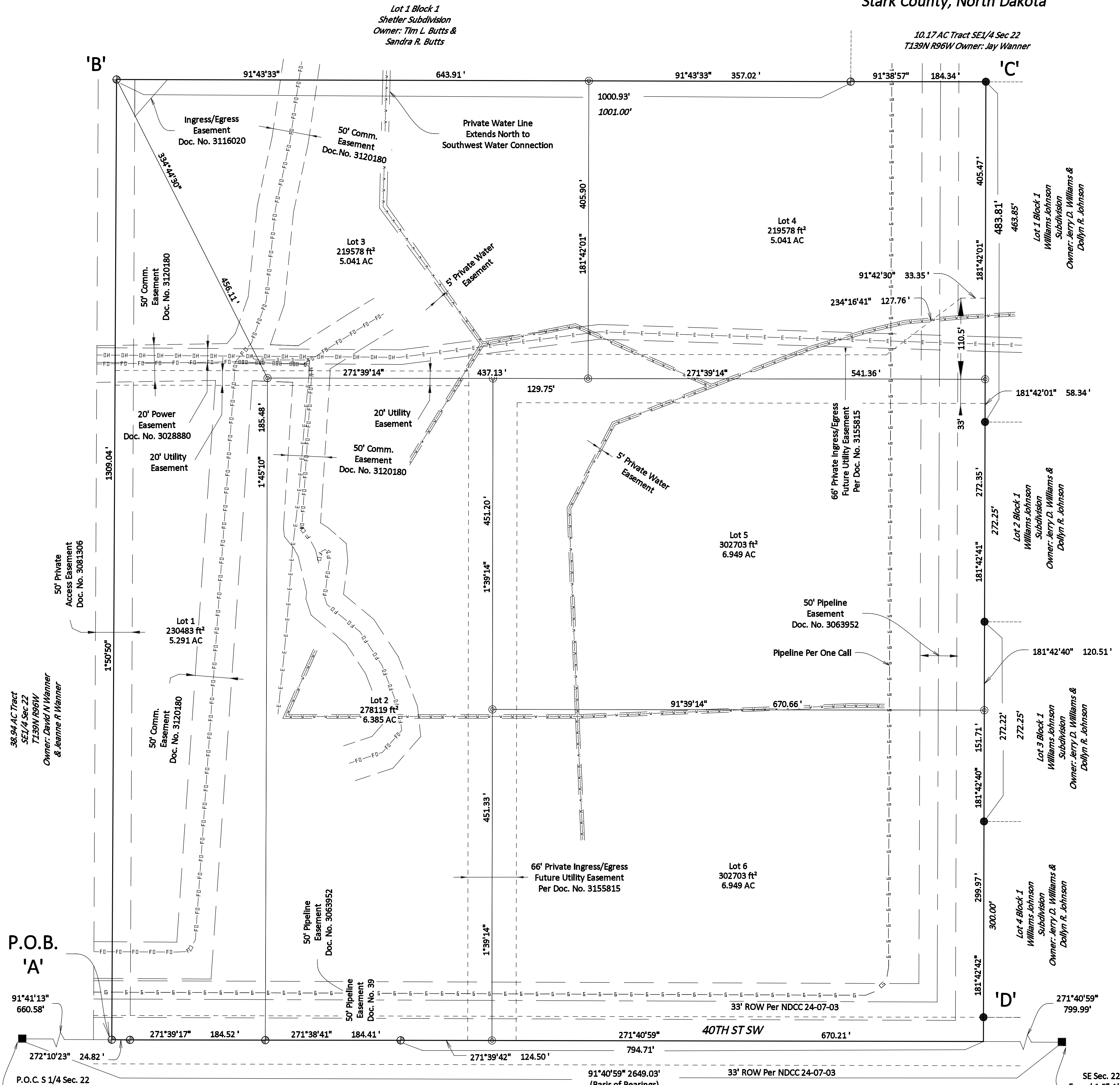
BY: Kole Kahm BY: Darcy Kahm

State of _____
County of _____ SS

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Residing at County of _____ State of _____



Boundary Description

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Said tract contains 35.656 Acres more or less and is subject to any previous easements, agreements, conveyances, and surveys.

38.94 AC Tract
SE1/4 Sec 22
T139N R96W
Owner: David N Wanner
& Jeanne R Wanner

P.O.B.
'A'

P.O.C S 1/4 Sec. 22
Found 1.5" Alum.
Cap Illegable

I, Scott Miller owner and proprietor of Jerry Williams Subdivision to the City of Dickinson, Stark County, North Dakota, on this plat shown hereon and described in the Surveyor's Certificate, do hereby declare that I have caused the same to be surveyed as shown on the accompanying plat, and do hereby dedicate all utility easements as shown to public use forever. The Ingress/egress easement shown hereon is a private crossing for the benefit of Lots 2, 3, 4, 5, 6 and Lot 1 Block 1 of Williams Johnson Subdivision Doc. No. 3155815. Furthermore, this ingress/egress easement shall also serve as a utility corridor for the installation, maintenance, and repair of utility infrastructure.

In witness whereof, I have hereunto subscribed my name:

BY: Scott Miller

State of _____
County of _____ SS

On this _____ Day of _____, 20____, Before me, a notary public in and for said county and State, Personally appeared Scott Miller, to me known to be the same person(s) described in and that executed the within and foregoing instrument and severally acknowledged to me that they executed the same.

Notary Public _____ My Commission Expires: _____

Residing at County of _____ State of _____

DRAWN BY: NRJ	SCALE: 1" = 80'
PROJECT NO: 24-036	DATE: 1/2/2024
WESTERN EDGE SURVEYING, PLLC	
1175 LINCOLN STREET DICKINSON, ND 58601 PHONE: (701) 505-8209	
WWW.WESTERNEDGESURVEYING.COM	

Dickinson Utility Information Map

Section 3. Item C.

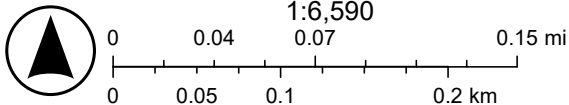


1/2/2025

Public Street Names 8K
Private Street Names
World Imagery

Low Resolution 15m Imagery
High Resolution 60cm Imagery
High Resolution 30cm Imagery

Citations
1.2m Resolution Metadata



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar

Dickinson Zoning Map

Section 3. Item C.

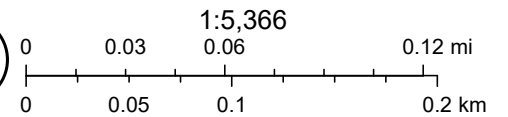


1/2/2025

- Public Street Names 8K
- Private Street Names
- PLSS Description 12k
- ETZ Zoning
 - Rural Residential - RR
 - Agricultural - AG
 - Lots and Easements

- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery

- High Resolution 30cm Imagery
- Citations
- 1.2m Resolution Metadata



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Engineering & Planning, Maxar



JERRY WILLIAMS PRELIMINARY MAJOR PLAT STAFF REPORT

To: *City of Dickinson Planning and Zoning Commission*
From: *City of Dickinson Community Development*
Date: *February 5, 2025*
Re: **PLP-001-2025 Jerry Williams Subdivision Preliminary Major Plat**

OWNER/APPLICANT

*Jerry Williams
 11015 40th Street SW
 Dickinson, ND, 58601
 djohnson_55@hotmail.com
 (701) 290-7710*

APPLICANT'S REPRESENTATIVE

*Nick Jensen
 Western Edge Surveying, PLLC
 1175 Lincoln Street
 Dickinson, ND 58601
 nick.jensen@westernedgesurveying.com
 (701) 505-8209*

Public Hearing	<i>February 12, 2025</i>	<i>Planning and Zoning Commission</i>
Public Hearing	<i>April 9, 2025</i>	<i>Planning and Zoning Commission</i>
Final Action	<i>April 15, 2025</i>	<i>City Commission</i>

EXECUTIVE SUMMARY

The applicant is requesting approval of a Major Subdivision Plat for the Jerry Williams Subdivision, located within the SE1/4 of Section 22, Township 139 North, Range 96 West, 5th Principal Meridian, Stark County, North Dakota; in the City of Dickinson's Extra-Territorial Zone. According to the applicant, the purpose of the proposed subdivision is to divide the land into appropriate-sized lots for each of the residents currently living on the tract. The site is zoned Agriculture (AG), and the proposed subdivision is +/- 35.66 acres.

Staff Recommendation: *Staff recommends approval of this plat.*

LOCATION

The property is a previously unplatted tract located within the SE1/4 of Section 22, Township 139 North, Range 96 West, of the 5th Principal Meridian, Stark County, North Dakota in the City of

Dickinson’s Extra-Territorial Zone. This subdivision contains the existing residences at 11025, 11027, and 11029 40th Street SW.

CURRENT ZONING	AG
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	+/- 35.66
LOTS PROPOSED	6

ADJACENT ZONING & LAND USE		
Direction	Zoning	Land Use
<i>North</i>	<i>AG & RR</i>	<i>Single-family residence; Undeveloped</i>
<i>East</i>	<i>AG</i>	<i>Single-family residence; Undeveloped</i>
<i>South</i>	<i>AG</i>	<i>Undeveloped</i>
<i>West</i>	<i>AG</i>	<i>Undeveloped</i>

STAFF ANALYSIS

CURRENT ORDINANCE REVIEW

According to Section 34.030 of the Municipal Code, a major subdivision is a subdivision that does not meet the following requirements:

- Does not require the dedication of public rights-of-way or the construction of new public streets or public infrastructure; and
- Does not land-lock or otherwise impair convenient ingress and egress to or from the rear side of the subject tract or any adjacent property; and
- Does not violate any local, state, or federally-adopted law, ordinance, regulation, plan, or policy; and
- Consists of four lots or less.

The proposed subdivision does not meet the fourth requirement as it plans to create six lots. This means the proposed plat must be considered a major subdivision and is subject to the major subdivision process as outlined in Section 34.040.

According to Section 39.04 of the Municipal Code, the minimum AG lot size is 5 acres. The six proposed lots all exceed the minimum lot size requirement of their respective zoning district. No existing structures violate any use or setback requirements laid out in the Zoning Ordinance.

There is a road located in a 66-foot private access/future utility easement. This road provides access to the proposed lots 3, 4, & 5, as well as to the applicant's residence at 11015 40th Street SW. Maintenance of this road will continue to be the responsibility of the property owners, and the property owners are required to develop and submit to the City of Dickinson a road maintenance contract to clearly outline the responsibilities of residents along the road and avoid future confusion.

PUBLIC COMMENT AND STAFF RECOMMENDATION

Public Input: *Staff has not received any public input as of the date of this report.*

Staff Recommendation: *The Community Development staff recommends **approval** of this major plat.*

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **PLP-001-2025: The Jerry Williams Subdivision Preliminary Major Plat** as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare "*

(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):

1. _____;
2. _____.

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend denial of **PLP-001-2025: The Jerry Williams Subdivision Preliminary Major Plat** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*



January 29, 2025

City of Dickinson
ATTN: City Planner Natalie Birchak

Re: Special Use Permit Resolution 21-2019 (SUP-002-19)

Dear Miss/Mrs. Birchak:

Thank you and your team for our recent conversations regarding renewal of the special use permit for Curaleaf’s medical marijuana compassion center (dispensary) located at 318 24th ST E, Dickinson, ND 58601. Curaleaf hereby requests to be placed on the agenda for the February 2025, City of Dickinson Planning & Zoning Commission meeting to demonstrate and discuss Curaleaf Dickinson’s continued compliance with the referenced Special Use Permit, specifically by:

1. Continued compliance with all applicable state laws, including but not limited to NDCC Ch. 19-24.1 and NDAC Ch. 33-44-01.
2. Managing marijuana waste in accordance with Paragraph 2 of the SUP (and also NDCC Ch. 19-24.1/NDAC Ch. 33-44-01). A copy of the dispensary’s standard operating procedure for waste management can be made available upon request.
3. Curaleaf is unaware of any surrounding landowner complaints of odor resulting from the storage or dispensing of marijuana.
4. The dispensary’s standard business hours are Tuesday-Saturday, 11:00 AM-2:00 PM; 3:00 PM-6:00 PM.
5. Ownership of the dispensary has not changed since the special permit was renewed in February 2024.
6. Curaleaf Dickinson has attended Planning & Zoning Commission meeting in compliance with Paragraph 6 of the SUP in November 2022, February 2023, and February 2024. In February 2023, Walter Hadley recommended that Curaleaf appear at each year’s February P&Z meeting moving forward.
7. Curaleaf Dickinson has maintained its good standing and registration with the State of North Dakota since its registration certification was granted. Copies of the dispensary’s current and prior registration certificates are attached hereto.

The Curaleaf Dickinson dispensary manager and I look forward to discussing our dispensary operations and answering any questions you may have. In the meantime, please feel free to contact me at 573-619-9001 or Robert.Zuidervartii@curaleaf.com if you need anything further.

Respectfully,
Curaleaf

Robert Zuidervart
Sr. Compliance Manager
318 24th St E.
Dickinson, ND. 58601











Road sign along 24th Street E. (view facing East)



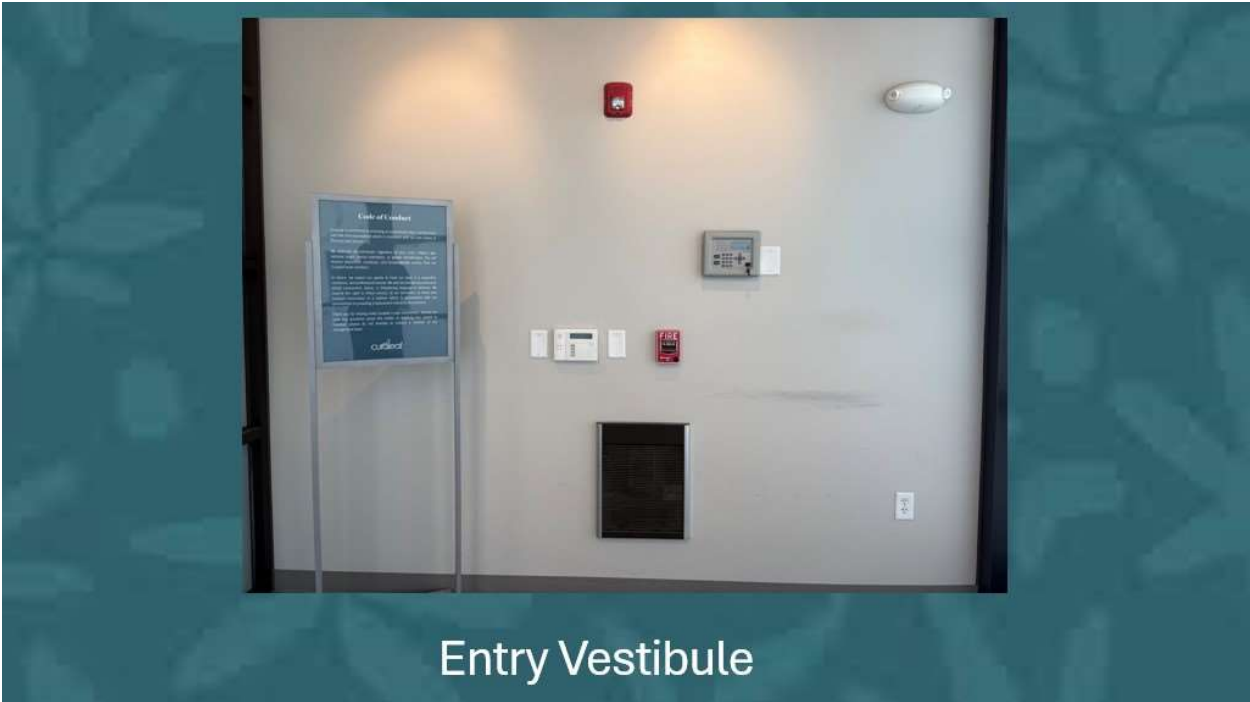
Side of building from 24th Street (view from North)



Front of building (view from Northeast)



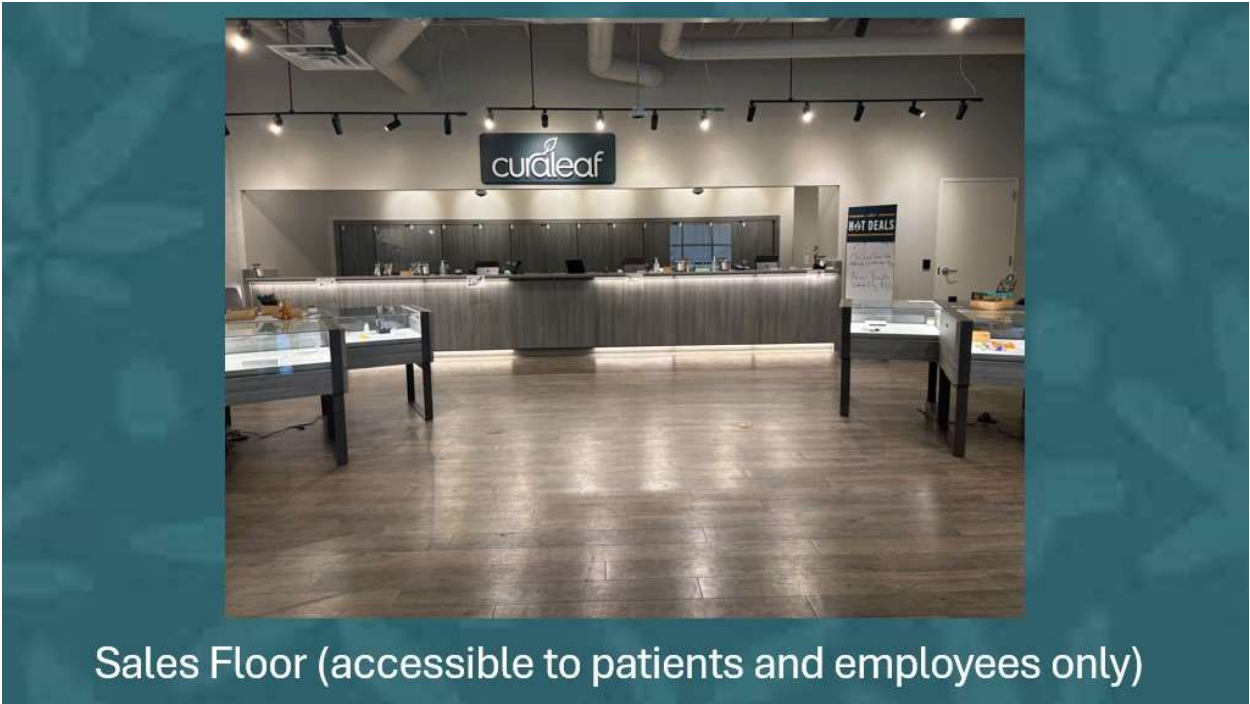
Back and side of building (view from Southeast)



Entry Vestibule



Reception Area



Sales Floor (accessible to patients and employees only)