

**CITY OF JAMESTOWN**  
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**MINUTES**  
**Planning Commission –November 8, 2021 - 8:00 a.m.**

Members Present: Hillerud, Bensch, Frye, Trautman, Bayer, Rath, Ostlie

Members Absent: Ritter, Paulson

Others Present: Blackmore, Domek, Michel, Hellekson, Syed Ahmad, CM Steele, CM Kamlitz, David Sweeney (SRF), Duane Anderson (Woodbury Township)

1. Chairman Hillerud opened the meeting. Trautman made a motion to approve the minutes from the October 11, 2021, Planning Commission meeting. Seconded by Bensch. Roll Call. 6 ayes, 0 nays, 3 absent. (*Commission Member Ostlie joined online after motion*). Motion carried.
  
2. **Public Hearing:** NuStar Energy Zone Change- The South One-Half (S ½) of the Southwest Quarter of the Southwest Quarter of Section 12, Township 139 North, Range 64 West of the Fifth P.M., except that portion thereof presently existing as highway right of way, City of Jamestown, Stutsman County, North Dakota from C-2 & Ag (General Commercial District & Agricultural District) to M-1 (Limited Industrial and Manufacturing District).  
The property is located at 3790 Hwy 281 SE.

Sweeney, SRF, gave staff report for the requested zone change. Hillerud questioned what has changed or is going to change that prompted the zone change. Blackmore stated they needed a building permit and recognized that it was non-conforming, and it should be corrected for future projects. Chairman Hillerud opened the public hearing. Duane Anderson, Woodbury Township, wanted to know if Duratech could be worked into this zone change as well, as it's adjacent to the NuStar property. Blackmore stated that the owner would need to reach out and start the application process. There have been no protests or statements from any surrounding properties regarding this zone change. There were no other comments. Chairman Hillerud closed the public hearing. Trautman made a motion to approve the zone change. Seconded by Rath. 7 ayes, 0 nays, 2 absent. Motion carried.

3. Reformatting of Appendix C- Zoning Ordinance.

Sweeney, SRF, gave staff report for the reformatting of the zoning ordinance. The issues with this ordinance stated by the City Attorney are lack of definitions, outdated sections, lack of clarity, etc. The reformat will have more structure and more laid out table. More recent amendments were incorporated into reformat, such as Shouses (Shop Houses). The next steps regarding the reformat would be Content Revisions, such as: updating land use descriptions, parking regulations, and re-evaluating cumulative zoning structure, reformat/integrate Appendix B (UDC). Chairman Hillerud asked if it makes sense to approve this reformat as the hiring process for new City Planner has begun. Blackmore stated he would like to move forward with the new improvements for staff and the public to familiarize it. Trautman stated she thought this was a great improvement to this ordinance. Trautman made a motion to approve the reformat of Appendix C- Zoning Ordinance. Seconded by Rath. No further discussion. 7 ayes, 0 nays, 2 absent. Motion carried.

4. Commission member Frye made a motion to adjourn. Seconded by Bensch. All in favor. Meeting adjourned.