

**CITY OF JAMESTOWN**  
**102 3rd Ave SE - Jamestown, ND 58401**  
**Phone: 701-252-5900**  
[www.JamestownND.gov](http://www.JamestownND.gov)

**MINUTES**  
**Planning Commission –April 10, 2023 - 8:00 a.m.**

**MEMBERS PRESENT:** Bayer, Cairy, Hillerud, Ritter, Trautman, Frye, Paulson

**MEMBERS ABSENT:** Rath, Ostlie

**OTHERS PRESENT:** Dalugama, Blackmore, Domek, Hellekson, Michel, Sweeney (SRF), CM Kamlitz, CM Steele, Christensen (JFD)

1. Chairman Hillerud opened the meeting. Frye made a motion to approve the minutes from the March 13, 2023, Planning Commission meeting. Seconded by Bayer. Roll Call. 7 ayes, 0 nays, 2 absent. Motion carried.
2. **PUBLIC HEARING:** The Minor Subdivision, Final Plat of University of Jamestown Athletic Second Addition, Replat of Portions of Blocks 6, 7, and 9 of Jamestown College Subdivision, and Lot 2, Block 1 of University of Jamestown Athletic Addition, Within the NE ¼ of Section 25, T140N, R64W, Jamestown, North Dakota. The property is located at 1004 North University Drive, Jamestown, North Dakota.

David Sweeney, SRF, gave a staff report for the revised final plat for the University of Jamestown Athletic Second Addition. The preliminary plat was held on March 13, 2023; however, it was determined that the developer needed to extend Lot 1, Block 1 to meet setback requirements for the zoning of R-3 (General Multiple Dwelling District). Due to changes needing to be made, a revised plat was submitted for review and approval.

The East boundary line of Lot 1, Block 1 has been moved 7 feet to the East to meet the 25-foot front-yard setback and the Southern boundary has been moved 26 feet to the South to meet the 12-foot side-yard setback. The changes made have increased the area of Lot1, Block 1 from 2.52 acres to 2.82 acres. This area is currently used for a practice field on the University of Jamestown campus. No zoning changes are being made at this time; however, once the sports bubble is constructed, it would occupy most of this lot and exceed the lot coverage limit. There will need to be a variance request for this facility to be constructed. There were no questions by the Planning Commission. Chairman Hillerud opened the public hearing. No one was present for the public hearing. Hillerud closed the public hearing. There was no further discussion. Bayer made a motion to accept the findings of staff and recommend the approval of the revised plat for the University of Jamestown Athletic Second Addition. Seconded by Ritter. Roll call. 7 ayes, 0 nays, 2 absent. Motion carried.

3. **PUBLIC HEARING:** The Minor Subdivision, Preliminary/Final Plat of Menards Third Addition, Replat of Lot 1, Block 1 of Menards Addition and Lot 1, Block 1 of Menards Second Addition, Within the NW1/4 of Section 2, T139N, R64W, Jamestown, North Dakota. The property is located at 1025 and 1209 23<sup>rd</sup> St SW, Jamestown, North Dakota.

Sweeney, SRF, gave staff report for the minor subdivision. The proposal is a minor lot line adjustment to facilitate development on Lot 1. The proposed change to the lot line is currently vacant and won't change dimensional standards with the current zoning of C-2 (General Commercial District). There is no additional right-of-way being proposed. There were no questions from the Commission members. Chairman Hillerud opened the public hearing. No one was present for the hearing. Hillerud closed the public hearing. There were no other questions or comments. Bayer made a motion to approve and accept the findings of staff and recommend approval of the minor subdivision. Seconded by Trautman. Roll call. 7 ayes, 0 nays, 2 absent. Motion carried.

4. **PUBLIC HEARING:** The Major Subdivision, Preliminary Plat of Harold P. Bensch Addition, Replat of Lots 1-12 and Lots 97-108 of Jones and Venum Addition, and a Vacated Portion of 4<sup>th</sup> Street SE, Within NE ¼ Section 36, T140N, R64W, City of Jamestown, North Dakota. The property is located at 1120 3<sup>rd</sup> St SE, Jamestown, North Dakota.

Sweeney, SRF, gave staff report for the major subdivision. The City of Jamestown has submitted this application in order to reconstruct 12<sup>th</sup> Ave SE. This will be a replat of Lots 1-12 and 97-108 of Jones and Venum Addition and a vacated portion of 4<sup>th</sup> St SE. The platting process is being accelerated in order to meet construction deadlines. If the preliminary plat is approved today, there will be a Special Planning Commission meeting held next Monday, April 17, 2023, for the final hearing. This will then go before the Building, Planning and Zoning Committee held on April 18<sup>th</sup> followed by a Special City Council meeting on April 20, 2023.

The new plat area would be about 4.16 acres. The plat will dedicate right-of-way for 11<sup>th</sup> Ave SE, which is a diagonal connection between 4<sup>th</sup> St SE/11<sup>th</sup> Ave SE and 12<sup>th</sup> Ave SE. The road construction project will be closing the intersection at 3<sup>rd</sup> St SE and 12<sup>th</sup> Ave SE, which will shift traffic from the railroad crossing and make 11<sup>th</sup> Ave SE the primary connection. The City Engineering Department has requested to retain right-of-way on 12<sup>th</sup> Ave SE due to City utilities within this right-of-way. Additional right-of-way will be dedicated for a turnaround on 12<sup>th</sup> Ave SE. There will also be a negative access easement with this plat which is intended to prevent drivers from cutting across 12<sup>th</sup> Ave SE.

This area is currently vacant and zoned M-2 (General Industrial District) and will not be re-zoned at this time. The City Engineering Department will be requiring stormwater management.

Chairman Hillerud opened the public hearing. No one was present for the hearing. Hillerud closed the public hearing. Commission member Ritter asked if the business owner located in this area has been notified of this change. Michel said yes, they were made aware and there was no protest. Chairman Hillerud made a motion to approve the preliminary plat. Seconded by Frye. 7 ayes, 0 nays, 2 absent. Motion carried.

5. **PUBLIC HEARING:** The Olson Lot Combination- All of Lots 5 and 6 and the West 55 feet of Lots 7 and 8 of Block 41; All of Lots 1 and 2 and the West 85 feet of Lots 11 and 12, Block 44; All those portions of Vacated 7<sup>th</sup> St NW adjoining said lots or portions thereof; All those portions of the vacated alleys adjoining said Lots, Capitol Hill Addition, City of Jamestown, North Dakota. The property is located at 620 10<sup>th</sup> Ave NW and 720 10<sup>th</sup> Ave NW.

Thushara Dalugama, City Planner, gave the staff report for the lot combination. The reason for request is the applicant is looking to construct a detached accessory structure to the North of existing house on the property. There is no right-of-way being proposed and will not be required for this lot combination. There is no impact on traffic. The suggested motion is to accept the findings of staff and approve the lot combination. There were no questions or concerns about this lot combination. Chairman Hillerud opened the public hearing. There was no one present for the hearing. Hillerud closed the public hearing. Commission member Paulson moved to accept the findings of staff. Seconded by Bayer. Roll call. 7 ayes, 0 nays, 2 absent. Motion carried.

Chairman Hillerud wanted to remind staff of the Special Planning Commission meeting scheduled Monday, April 17, 2023, at 8:00 a.m. for the final plat for the Harold P. Bensch Addition.

Commission member Bayer also stated that the visitation and service for Harold Bensch is on Saturday, April 15, 2023, beginning at 12:00 p.m. with the service to follow at 1:30 p.m. The service will be held at Grace Episcopal Church.

6. Chairman Hillerud called for a motion to adjourn. Frye made a motion. Seconded by Ritter. All in favor. Meeting adjourned.