



**CITY OF JAMESTOWN**  
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**MINUTES**  
**Planning Commission –May 13, 2024 - 8:00 a.m.**

**MEMBERS PRESENT:** Cairy, Frye, Hillerud, Ostlie, Paulson, Ritter

**MEMBERS ABSENT:** Trautman, Bayer,

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

1. Chairman Hillerud opened the meeting. Thushara Dalugama, City Planner, took roll call. Ritter made a motion to approve the minutes from the April 8, 2024, Planning Commission meeting. Seconded by Frye. Roll call. 6 ayes, 0 nays, 2 absent. Motion carried.
2. **Public Hearing:** The Major Subdivision, Preliminary Plat of North Dakota Game & Fish Subdivision, Within North Half of Section 24, T140N, R64W, Midway Township, Stutsman County, North Dakota. The property is located at 3320 East Lakeside Road, Jamestown, North Dakota.

David Sweeney, SRF, gave the staff report for the preliminary subdivision. This plat would create two (2) separate lots- a 6.31-acre lot, which is the current site of the North Dakota Game & Fish Headquarters, and a 7.60-acre undeveloped lot. The subdivision would also include the dedication of East Lakeside Road as a public right-of-way. There is no new construction proposed at this time.

The current zoning is POC (Public Open Development Conservation District). There are no issues with the setback requirements or meeting dimensional standards for the POC district.

Public Law 115-308, known as “An Act to Establish a Procedure for the Conveyance of Certain Federal Property Around the Jamestown Reservoir in the State of North Dakota”, was passed by the President in 2018. The Act states that “Not later than five (5) years after the date of enactment of the Act, the Secretary shall convey to the State all rights, title, and interest of the United States in and to the Game and Fish Headquarters or substantially similar purposes.”

The proposed subdivision is required to facilitate the conveyance of said federal property, as the Game and Fish headquarters to be conveyed to the State of North Dakota and remaining undeveloped land to be conveyed to the Stutsman County Park Board are not currently platted as their own lots of record.

The five-year deadline in Public Law 115-308 required that the conveyance of the subject property take place on or before December 11, 2023. The Bureau of Reclamation had sent in their application for subdivision on August 28, 2023, but due to complications regarding right-of-way dedication identified by the City Attorney, it was pulled from the Planning Commission agenda.

Before the City of Jamestown could approve the subdivision, the City Attorney required that East Lakeside Road be drawn on the plat and clearly defined and dedicated as a public access road. The reason for this request was to ensure legal access to the subject property for emergency services and refuse collection.

There will be new 10’ utility easements on the frontage of Lots 1 & 2. There is also a 33’ wide easement for an open public road on the northern edge of Lot 1. There is already existing water and sewer on the property. In addition, to the utility easements, the plat includes a Table of Easements with three (3) entries for Otter Tail Power Co. for maintenance of utility poles. One easement was recorded in 1926 and the other two were recorded in 1939.

There should be minimal traffic impacts due to the number of lots and the intentions of the applicant.

The new legal description of the proposed subdivision would be: "Lots 1 and 2, Block 1 of the North Dakota Game & Fish Subdivision, Being Within the North Half of Section 24, T140, R64W of the Fifth Principal Meridian, Being Within The Extraterritorial Jurisdiction of the City of Jamestown, Being Within Midway Township, Stutsman County, North Dakota."

Sweeney stated that the suggested motion is to accept the findings of staff and approve the preliminary plat for North Dakota Game & Fish Subdivision.

Chairman Hillerud wanted to know who is responsible for maintenance of the roadway. Tom Blackmore stated that the County has been taking care of it and more than likely be the ones to continue caring for it in the future.

Hillerud opened the public hearing. There was no one present for the hearing. Hillerud closed the public hearing. There were no other questions or comments. Chairman asked for a motion. Paulson made a motion to approve. Seconded by Ritter. Roll call. 6 ayes, 0 nays, 2 absent. Motion carried.

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