MINUTES

**Mountrail County Planning & Zoning Commission**

**April 24, 2023**

The meeting of the Mountrail County Planning & Zoning Commission was called to order at 8:30 a.m. by Chairman Charlie Sorenson with Commissioners Megan Fritel, Joan Hollekim, Trudy Ruland, Roger Hovda, Zack Gaaskjolen, Lauren Frost, and Arlo Borud present. Also present were Planning & Zoning Administrator Melissa Vachal, Planning & Zoning Assistant Malinda Gunderson, Mountrail County Auditor Steph Pappa, Mountrail County Tax Equalization Director Lori Hanson, Mountrail County Property Assessor Kim Savage, and Mountrail County State’s Attorney Wade Enget. Commissioner Doug Bratvold was absent at roll call but joined the meeting at 9:00 a.m.

**APPROVAL OF AGENDA**

Moved by Commissioner Borud, seconded by Commissioner Fritel, to approve the agenda as amended. All present voted yes. Motion carried.

**APPROVAL OF MINUTES**

Moved by Commissioner Hollekim, seconded by Commissioner Hovda to approve the Planning and Zoning Commission minutes of the March 27, 2023 meeting as corrected. All present voted yes. Motion carried.

1. **8:35 a.m. Gravel Products Inc.-Applicant/Landowner (PZ-2023-0071) Conditional Use**

Zoning Request/Conditional Use Permit for the following described property: a tract of land 80.00 acres more or less, located in the N1/2NW1/4 of Section 29, Township 156, Range 90 West (Palermo Township) (Parcel# 17-0014400)

The applicant (represented by Thad Manuwal with Gravel Products Inc.) is seeking a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Borud, seconded by Commissioner Ruland to approve the zoning request filed by Gravel Products Inc., for a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel on a tract of land 80.00 acres more or less, located in the N1/2NW1/4 of Section 29, Township 156, Range 90 West (Palermo Township) for a period of five (5) years, expiring on 4/24/2028, as Gravel Products Inc. has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Gravel Products Inc. complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:38 a.m. Gravel Products Inc.-Applicant/Landowner (PZ-2023-0072) Conditional Use**

Zoning Request/Conditional Use Permit for the following described property: a tract of land 80.00 acres more or less, located in the S1/2NW1/4 of Section 29, Township 156, Range 90 West (Palermo Township) (Parcel# 17-0014400)

The applicant (represented by Thad with Gravel Products Inc.) is seeking a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Hovda, seconded by Commissioner Hollekim to approve the zoning request filed by Gravel Products Inc., for a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel on a tract of land 80.00 acres more or less, located in the S1/2NW1/4 of Section 29, Township 156, Range 90 West (Palermo Township) for a period of five (5) years, expiring on 4/24/2028 as Gravel Products Inc. has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Gravel Products Inc. complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:41 a.m. Aggregate Construction Inc.-Applicant; Coreen Ball & Quentin Stevick-Landowners (PZ-2023-0083) Conditional Use**

Zoning Request/Conditional Use Permit for the following described property: a tract of land 80.00 acres more or less, located in the NW1/4NE1/4 & NE1/4NE1/4 of Section 35, Township 156, Range 89 West (McGahan Township) (Parcel# 16-0017600 & 16-0017700)

The applicant (represented by Max Schriock with Aggregate Construction Inc.) is seeking a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel. Applicant’s weed management plan has not been signed off by the Mountrail County Weed Control Officer yet. Todd Brown approached the board with concerns about how many open pits are already in the Blaisdell area and the lack of reclamation on those pits. Chairman Sorenson explained that reclamation is mainly up to the landowner but that a plan does need to be in place for that between the operator and the landowner. Commissioner Hollekim mentioned that this application does have a reclamation plan attached to it. Quentin Stevick approached the board about the project to assure them and Mr. Brown that once the pit has been exhausted reclamation work will be done to make the land look as good as possible again. Mr. Brown still has concerns about the land being usable again once the pit is exhausted because most of them look like eyesores and like they aren’t even able to be grazed anymore. The lease the applicant currently has with the landowner is valid through 12/31/2024 but they do plan on being able to renew the lease past that point. Commissioner Hollekim feels the Conditional Use Permit should be valid through that date with the option to renew if the lease is renewed and be contingent upon the receipt of a signed weed management plan. Applicant has met all other requirements of the Planning & Zoning Board.

Moved by Commissioner Borud, seconded by Commissioner Hollekim to approve the zoning request filed by Aggregate Construction Inc., with concurrence from Coreen Ball & Quentin Stevick-landowners, for a Conditional Use Permit for the purpose of using land zoned Agricultural to mine gravel on a tract of land 80.00 acres more or less, located in the NW1/4NE1/4 & NE1/4NE1/4 of Section 35, Township 156, Range 89 West (McGahan Township) expiring on 12/31/2024 with the option to extend if the lease is renewed and is contingent upon Administration receiving a signed weed management plan from the applicant as Aggregate Construction Inc., with concurrence from Coreen Ball & Quentin Stevick- landowners, has met all other criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Aggregate Construction Inc., with concurrence from Coreen Ball & Quentin Stevick-landowners, complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:44 a.m. Patricia Marx-Applicant/Landowner (PZ-2023-0086) Amendment**

Amendment to Zoning Request for the following described property: a tract of land 15.00 acres more or less, located in Outlot 2 of the E1/2SW1/4 & SE1/4 of Section 6, Township 154 North, Range 91 West (Sikes Township) (Parcel# 32-0003100)

The applicant (represented by Patricia Marx) is seeking an Amendment to Zoning to re-zone a tract of land from Agricultural to Recreational for the purpose of bringing the property into compliance as a seasonal campground for family use. Mrs. Marx states she will be using it for two campers as of right now and might be adding a third eventually but does not expect to exceed three campers on the property. Applicant has been informed that a campground with three or more campers will need an application sent into and approved by the ND Department of Health. Mrs. Marx does have the facilities necessary for a state approved campground if it does come to that. Tax Director Hanson would like to know if the legal description could be written to better describe where the planned 15 acres is within Outlot 2. It was decided that the GIS drawing with the highlighted area would be kept with the application and that would be the area of the Outlot 2 for this zoning request. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Ruland, seconded by Commissioner Fritel to make recommendation to the Mountrail County Commissioners to approve the zoning request filed by Patricia Marx for an amendment to change land zoned Agricultural to Recreational for the purpose of bringing the property into compliance as a seasonal campground for family use on a tract of land 15.00 acres more or less, located in Outlot 2 of the E1/2SW1/4 & SE1/4 of Section 6, Township 154 North, Range 91 West (Sikes Township) as Patricia Marx has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Patricia Marx complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:47 a.m. Patricia Marx-Applicant/Landowner (PZ-2023-0087) Conditional Use**

Zoning Request/Conditional Use Permit for the following described property: a tract of land 15.00 acres more or less, located in Outlot 2 of the E1/2SW1/4 & SE1/4 of Section 6, Township 154 North, Range 91 West (Sikes Township) (Parcel# 32-0003100)

The applicant (represented by Patricia Marx) is seeking a Conditional Use Permit to use land zoned Recreational (contingent upon the approval of an Amendment to Zoning by the Mountrail County Commissioners) as a seasonal campground for family use. Conditional Use Permit will be limited to three campers as indicated on the map attached to the application. Applicant does have sewer, water, trash, & electrical in the event that a third camper is added to the property and they need to submit an application to the ND Department of Health. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Hollekim, seconded by Commissioner Hovda to approve the zoning request filed by Patricia Marx for a Conditional Use Permit for the purpose of using land zoned Recreational (contingent upon the approval of an Amendment to Zoning by the Mountrail County Commissioners) as a seasonal campground for family use limited to three (3) campers as indicated on the map provided with the application and attached to this permit on a tract of land 15.00 acres more or less, located in Outlot 2 of the E1/2SW1/4 & SE1/4 of Section 6, Township 154 North, Range 91 West (Sikes Township) as Patricia Marx has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Patricia Marx complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:50 a.m. Adam Jensen-Applicant; Mountrail County Park Board-Landowner (PZ-2023-0095) Variance**

Variance Application request for the following described property: a tract of land described as Lot 4, Block 3 of Olson’s First Addition to Van Hook (also known as Lease Lot 12, Block 6 of Traynor Park) located in the SW1/4 of Section 29, Township 152 North, Range 91 West (Van Hook Township) (Parcel# 45-0014101)

The applicant (represented by Adam Jensen) is seeking a variance for a 0’ setback on the north property line of the leased lot for the purpose of placing a 24’x66’ home on the lot line of an 80’ adjacent street. Applicant already has one structure with a 0’ setback along south property line and is asking for a second one. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Hovda, seconded by Commissioner Borud to approve the zoning request filed by Adam Jensen, with concurrence from Mountrail County Park Board-landowner, for a Variance for a second 0’setback on the north lot line of an 80’ adjacent street beyond the one allowed by the Mountrail County Land Development Code for the purpose of placing a 24’x66’ home on a tract of land described as Lot 4, Block 3 of Olson’s First Addition to Van Hook (also known as Lease Lot 12, Block 6 of Traynor Park) located in the SW1/4 of Section 29, Township 152 North, Range 91 West (Van Hook Township) as Adam Jensen, with concurrence from Mountrail County Park Board-landowner, has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Adam Jensen, with concurrence from Mountrail County Park Board-landowner, complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:53 a.m. Steel Reef Burke LLC-Applicant; Robert & Diana Gernand, Gary & Janet Gernand-Landowners (PZ-2023-0050) Conditional Use**

Zoning Request/Conditional Use Permit for the following described property: a tract of land 5.75 acres more or less, in the SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West to be known as Outlot 1 of the SW1/4SW1/4 (Palermo Township) (Parcel# 17-0016200)

Moved by Commissioner Ruland, seconded by Commissioner Gaaskjolen to un-table the discussion. All present voted yes. Motion carried.

The applicant (represented by Jennifer Schultz with Steel Reef Burke LLC) is seeking a Conditional Use Permit to use land zoned Industrial for a compressor station. Applicant has completed the items asked of them during the 3/27/2023 meeting and provided Administration with the road haul agreement and township board approval. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Hollekim, seconded by Commissioner Borud to approve the zoning request filed by Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, for a Conditional Use Permit for the purpose of using land zoned Industrial for a compressor station on a tract of land 5.75 acres more or less, in the SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West to be known as Outlot 1 of the SW1/4SW1/4 (Palermo Township) for a period of five (5) years, expiring on 2/28/2028 as Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried.

1. **8:56 a.m. Steel Reef Burke LLC-Applicant; Robert & Diana Gernand, Gary & Janet Gernand-Landowners (PZ-2023-0051) Variance**

Variance Application request for the following described property: a tract of land 5.75 acres more or less, in the SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West to be known as Outlot 1 of the SW1/4SW1/4 (Palermo Township) (Parcel# 17-0016200)

Moved by Commissioner Hovda, seconded by Commissioner Ruland to un-table the discussion. All present voted yes. Motion carried.

The applicant (represented by Shawn Kavanagh with Steel Reef Burke LLC) is seeking a variance because they are unable to meet the 150’ setbacks required by the Mountrail County Land Development Code. Palermo Township has provided the applicant with their approval via e-mail for the proposed project. The board feels they could approve them for a 115’ setback on the south and west side from the center of the section line for any structures. Applicant has met all requirements of the Planning & Zoning Board.

Moved by Commissioner Frost, seconded by Commissioner Hovda to approve the zoning request filed by Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, for a Variance for a 115’ setback on the south and west side from the center of the section line for any structures rather than the 150’ setback required by the Mountrail County Land Development Code for the purpose of constructing a compressor station on a tract of land 5.75 acres more or less, in the SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West to be known as Outlot 1 of the SW1/4SW1/4 (Palermo Township) as Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, has met all criteria as set forth in the Mountrail County Land Development Code and is further contingent upon Steel Reef Burke LLC, with concurrence from Robert & Diana Gernand, Gary & Janet Gernand-landowners, complying with all other terms and conditions of the Mountrail County Land Development Code. All present voted yes. Motion carried

**Temporary Water Permits – New – For Board Information Only**

PZ-2023-0074 – ASWS LLC dba Hamlin Water – Applicant. Donald & Theresa Heinle – Landowners. State Water Permit #ND2023-21334. Period of Authorized usage: 3/15/2023 through 7/31/2023. Parcel #21-0008100. Pump placement on a tract of land 51.14 acres more or less located in the SW1/4 of Section 15, Township 156 North, Range 94 West (Myrtle Township) (10) CERTIFIED RECEIPTS RECEIVED Approved by P&Z Administrator on 4/6/2023

PZ-2023-0075 – ASWS LLC dba Hamlin Water – Applicant. Donald & Theresa Heinle – Landowners. State Water Permit #ND2023-21333. Period of Authorized usage: 3/15/2023 through 7/31/2023. Parcel #21-0011900. Pump placement on a tract of land 41.21 acres more or less located in the N1/2SW1/4 of Section 22, Township 156 North, Range 94 West (Myrtle Township) (10) CERTIFIED RECEIPTS RECEIVED Approved by P&Z Administrator on 4/6/2023

PZ-2023-0081 – John Sauber – Applicant. John & Kathryn Sauber – Landowners. State Water Permit #ND2023-21507. Period of Authorized usage: 4/1/2023 through 3/31/2024. Parcel #25-0005000. Pump placement on a tract of land 22.5 acres more or less located in the S1/2NE1/4 of Section 11, Township 155 North, Range 91 West (Purcell Township) (10) CERTIFIED RECEIPTS RECEIVED Approved by P&Z Administrator on 4/3/2023

PZ-2023-0085 – Butch & Sundance LLC – Applicant. Terry Anderson – Landowner. State Water Permit #ND2022-20937. Period of Authorized usage: 5/24/2022 through 5/23/2023. Parcel #34-0004600. Pump placement on a tract of land 50.00 acres more or less located in the NE1/4 of Section 9, Township 154 North, Range 93 West (Rat Lake Township) (10) CERTIFIED RECEIPTS RECEIVED Approved by P&Z Administrator on 4/10/2023

PZ-2023-0098 – Highline Water LLC – Applicant. Jeffrey Ranch Trust – Landowner. State Water Permit #ND2023-21407. Period of Authorized usage: 2/01/2023 through 11/30/2023. Parcel #28-0010100. Pump placement on a tract of land 160.00 acres more or less located in the W1/2NW1/4 & W1/2SW1/4 of Section 22, Township 155 North, Range 94 West (Unorganized Township) (6) CERTIFIED RECEIPTS RECEIVED Pending approval by P&Z Administrator on 4/19/2023

PZ-2023-0103 – Northwest Water Transfer – Applicant. Cindy L Blikre Trust – Landowner. State Water Permit #ND2023-21537. Period of Authorized usage: 3/21/2023 through 3/20/2024. Parcel #05-0009500. Pump placement on a tract of land 160.00 acres more or less located in the N1/2 (Gov’t Lots 2,5 & 7 & NE1/4SW1/4) of Section 18, Township 158 North, Range 92 West (Powers Township) (7) CERTIFIED RECEIPTS RECEIVED Pending approval by P&Z Administrator on 4/24/2023

PZ-2023-0104 – Maverick Water Resources LLC – Applicant. Dakota Sky Properties LLC – Landowner. State Water Permit #ND2023-21122. Period of Authorized usage: 6/24/2022 through 6/23/2023. Parcel #32-0005800 & 32-0005600. Pump placement on a tract of land 160.00 acres more or less located in the E1/2E1/2 of Section 11, Township 154 North, Range 91 West (Sikes Township) (18) CERTIFIED RECEIPTS RECEIVED Pending approval by P&Z Administrator on 4/25/2023

**Temporary Water Permits – Non-Transferable Renewals – For Board Information Only**

Craig H. Anderson – Permit Number – State Water Permit ND2023-21504 / PZ-2023-0090. Pumping of industrial water by lay flat hose: Craig H Anderson-Applicant. Craig & Jeannette Anderson, Donette Arndt, Larry Arndt & Marleen Price-Landowners. N1/2NE1/4 of Section 35, Township 154 North, Range 91 West (Sikes Township) Period of Authorized usage: 5/1/2023 through 4/30/2024. Parcel #32-0019400 (Ref# PZ-2022-0098)

**Lay Flat Hose Permits – For Board Information Only**

ASWS LLC – Permit Number – State Water Permit 6459 / PZ-2023-0069. Pumping of industrial water by lay flat hose: ASWS LLC-Applicant. Beginning in Williams County ending in the SE1/4 of Section 10, Township 155 North, Range 93 West (Debing Township). Period of Authorized usage: 3/13/2023 through 4/20/2023. Parcel #27-0014000. Approved by P&Z Administrator

Streamline Water Services LLC – State Water Permit #ND2022-21287 / PZ-2023-0070. Pumping of industrial water by lay flat hose: Streamline Water Services LLC – Applicant. James Enge - Landowner. Beginning at the NW1/4 of Section 12, Township 155 North, Range 91 West (Purcell Township) ending SE1/4 of Section 36, Township 155 North, Range 91 West (Purcell Township). Period of Authorized usage: 8/11/2022 through 8/10/2023. Parcel #25-0005600 ending at Parcel #25-0017100. Approved by P&Z Administrator.

West Dakota Water – State Water Permit #ND2022-21210 / PZ-2023-0092. Pumping of industrial water by lay flat hose: West Dakota Water – Applicant. Davie & Stephanie Enander - Landowners. Beginning at the NW1/4 of Section 32, Township 156 North, Range 91 West (Idaho Township) ending S1/2SE1/4 of Section 2, Township 155 North, Range 92 West (Alger Township). Period of Authorized usage: 10/11/2022 through 10/10/2023. Parcel #18-0021000 ending at Parcel #26-0001001. Approved by P&Z Administrator.

Streamline Water Services LLC – State Water Permit #ND2022-21396 / PZ-2023-0093. Pumping of industrial water by lay flat hose: Streamline Water Services LLC – Applicant. Douglas Niemitalo - Landowner. Beginning at the SW1/4 of Section 12, Township 154 North, Range 91 West (Sikes Township) ending SE1/4 of Section 11, Township 154 North, Range 91 West (Sikes Township). Period of Authorized usage: 1/25/2023 through 1/24/2024. Parcel #32-0006200 ending at Parcel #32-0005800. Approved by P&Z Administrator.

Streamline Water Services LLC – State Water Permit #ND2022-21339 / PZ-2023-0097. Pumping of industrial water by lay flat hose: Streamline Water Services LLC – Applicant. Nelson Hubbard Properties LLP - Landowner. Beginning at the SE1/4 of Section 33, Township 156 North, Range 91 West (Idaho Township) ending NW1/4 of Section 12, Township 155 North, Range 91 West (Purcell Township). Period of Authorized usage: 1/01/2023 through 12/31/2023. Parcel #18-0021600 ending at Parcel #25-0005600. Approved by P&Z Administrator.

West Dakota Water – State Water Permit #ND2022-21096 / PZ-2023-0099. Pumping of industrial water by lay flat hose: West Dakota Water – Applicant. Curtis & Lesley Trulson - Landowners. Beginning at Outlot 1 in the NW1/4 of Section 25, Township 156 North, Range 92 West (Idaho Township) ending S1/2SE1/4 of Section 2, Township 155 North, Range 92 West (Alger Township). Period of Authorized usage: 6/10/2022 through 6/9/2023. Parcel #19-0012101 ending at Parcel #26-0001001. Approved by P&Z Administrator.

West Dakota Water – State Water Permit #6403 / PZ-2023-0102. Pumping of industrial water by lay flat hose: West Dakota Water – Applicant. NTB Enterprises LLC - Landowner. Beginning at Outlot 2 in the NW/14NW1/4 of Section 25, Township 153 North, Range 93 West (Unorganized Township) ending NW1/4 of Section 25, Township 153 North, Range 92 West (Knife River Township). Period of Authorized usage: 4/15/2023 through 7/14/2023. Parcel #41-0007905 ending at Parcel #40-0011700. Approved by P&Z Administrator.

**Building Permits 2290 & 2292-2298 & 2300-2302**

2290 – PZ-2023-0052 – Steel Reef Burk LLC – Applicant. Robert & Diana Gernand, Gary & Janet Gernand - Landowners. Parcel #17-0016200. SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West to be known as Outlot 1 of the SW1/4SW1/4 of Section 32, Township 156 North, Range 90 West (Palermo Township) 45’2”x11’ compressor building.

2292 – PZ-2023-0073 – James Ehlert – Applicant. L & D Gunsmoke LLC - Landowner. Parcel #49-0007100. N1/2NW1/4 of Section 18, Township 151 North, Range 89 West (Banner Township) 60’x100’ farm shop.

2293 – PZ-2023-0077 – Patricia Marx – Applicant/Landowner. Parcel #32-0003100. Outlot 2 of the E1/2SW1/4 & SE1/4 of Section 6, Township 154 North, Range 91 (Sikes Township) 24’x32’ pole barn & 12’x16’ shed. Contingent upon Variance approval.

2294 – PZ-2023-0080 – Adam Jensen – Applicant. Mountrail County Park Board –Landowner. Parcel #45-0014101. Lease Lot 12, Block 6 of Traynor Park also known as Lot 4, Block 3 of Olson’s First Addition of the Original Townsite of Van Hook located in the SW1/4 of Section 29, Township 152 North, Range 91 West (Van Hook Township) 24’x66’ home. Contingent upon Variance approval.

2295 – PZ-2023-0084 – Leonard Jones – Applicant. Leonard & Eileen Jones – Landowners. Parcel #23-0004901. Outlot 1 of the NE1/4 of Section 11, Township 155 North, Range 89 West McAlmond Township) 16’x16’ home addition.

2296 – PZ-2023-0088 – Lee McGinnity – Applicant. Sandra McGinnity – Landowner. Parcel #12-0004400. SW1/4NW1/4 of Section 10, Township 157, Range 92 West (Cottonwood Township) 2967 sq. ft. multi family home.

2297 – PZ-2023-0089 – Nicholas Salgado – Applicant. Ricardo Salgado – Landowner. Parcel #17-0010506. Outlot 3 of the NW1/4 of Section 21, Township 156 North, Range 90 West (Palermo Township) 50’x90’ workshop.

2298 – PZ-2023-0091 – Curtis & Sheri Dokken – Applicant. Mountrail County Park Board – Landowner. Parcel #45-0014101. Lease Lot 5, Block 9 Traynor Park also known as Lot 5, Block 2 of Hodges Frist Addition of the Original Townsite of Van Hook located in the NW1/4NE1/4 of Section 32, Township152 North, Range 91 West (Van Hook Township) 16’x80’ manufactured home.

2300 – PZ-2023-0096 – Steven & Krista Littlefield – Applicant. Mountrail County Park Board – Landowner. Parcel #45-0014101. Lease Lot 8, Block 17 Traynor Park also known as Lot 8, Block 14 of the Original Townsite of Van Hook located in the NW1/4 of Section 32, Townshiup152 North, Range 91 West (Van Hook Township) 38’x42’ lake cabin with 10’x42x porch.

2301 – PZ-2023-0100 – Joe Lautenschloger – Applicant/Landowner. Parcel #51-0000654. Lot 15 of Brendle’s Third Subdivision located in the S1/2NE1/4 of Section 10, Township 151 North, Range 91 West (Liberty Township) 30’x40’ storage building.

2302 – PZ-2023-0101 – Verna Fretheim – Applicant/Landowner. Parcel #35-0015400. Lot 39 of White Earth Cottage Site located in the N1/2 of Section 35, Township 154 North, Range 94 West (Unorganized Township) 26.8’x54’ mobile home with 14’x36’ deck.

Moved by Commissioner Hovda, seconded by Commissioner Hollekim to un-table building permit 2290. All present voted yes. Motion carried.

Moved by Commissioner Hollekim, seconded by Commissioner Frost to approve building permits 2290 & 2292-2298 & 2300-2302. All present voted yes. Motion carried.

**ONGOING BUSINESS**

Gravel Pits- Remains ongoing Administration working on Report

Green Acres Subdivision – No new activity; still no Letter of Credit

Subdivision Letter of Credit

**STAFF UPDATES**

* Susan Edwards has a Conditional Use Permit with JMAC on a gravel pit & Robbie Edwards wants to purchase some land from them but JMAC won’t sell to him until their CUP has been released. Administration has informed Mr. Edwards that a new CUP needs to be issued to him before JMAC can be released.
* Administration will be heading out to drive around and do compliance checks now that the weather has improved and roads should be drivable by now and will be checking setbacks on past building permits as well. If there is anything the board feels Administration needs to look into, feel free to contact the office.

**BOARD CONCERNS**

None.

The Board adjourned at 9:56 a.m. Next regular meeting of the Mountrail County Planning & Zoning Commission is **Monday, May 22nd, 2023,** at 8:30 am via GOTOMEETING or in the Commissioners room at the courthouse.

Accepted and approved this 22th day of May, 2023.

Charlie Sorenson, Chairman Melissa Vachal, Administrator

Mountrail County Mountrail County

Planning & Zoning Commission Planning & Zoning

**\*Electronic recordings of full meetings are kept in the office per NDCC 44-04\***