MINUTES

**Mountrail County Planning & Zoning Commission**

**December 27, 2021**

The meeting of the Mountrail County Planning & Zoning Commission was called to order at 8:30 a.m. by Chairman Charlie Sorenson with Commissioners Trudy Ruland, Roger Hovda, Gary (Fritz) Weisenberger, Joan Hollekim, and Arlo Borud present. Also present were Planning & Zoning Administrator Melissa Vachal, Planning & Zoning Assistant Malinda Gunderson, Mountrail County States Attorney Wade Enget, Mountrail County Tax Equalization Director Lori Hanson, and Mountrail County Property Assessor Kim Savage. Absent were Commissioners Thomas Nash, Thomas Bieri and Zachary Gaaskjolen.

**Approval of Agenda**

Moved by Commissioner Hollekim, seconded by Commissioner Borud, to approve the agenda as corrected. All present voted yes. Motion Carried.

**Approval of Minutes**

Moved by Commissioner Borud, seconded by Commissioner Hovda to approve the Planning and Zoning Commission minutes of the November 22, 2021 meeting. All present voted yes. Motion carried.

**Temporary Water Permit – Non-Transferable**

West Dakota Water- Lay Flat Hose Permit only -Permit Numbers – State Conditional Water Permit 6459/PZ-2021-0299. Pumping of industrial water by lay flat hose point of beginning in Williams County; NW1/4 Section 34, Township 155 North, Range 95 West and ending in Mountrail County; S1/2SE1/4 Section 23, Township 155 North, Range 93 West and NW1/4NW1/4 Section 14, Township 155 North, Range 93 West. (Debing Township) Period of Authorized usage: 12-1-2021 to 1-31-2022.

**Building Permits**

2211 – PZ-2021-0290 – Andy Yoder Trucking LLC – Applicant. Andrew Yoder-Landowner. Outlot 1 located in the SE1/4SE1/4 of Section 19, Township 152 North, Range 90 West (Parshall Township) Parcel #440009701. 40’x50 shop.

2212 – PZ-2021-0300 – Bradley Biwer – Applicant. Neal Biwer - Landowner. SW1/4 of Section 10, Township 158 North, Range 91 West (Lostwood Township) Parcel #40002301. 1,800 sq ft home.

2213-PZ-2021-0302 – Jonathan Nelson – Applicant. Lot 17 of White Earth Cottage Site located in the SW1/4SE1/4 of Section 26, Township 154 North, Range 94 West (Unorganized Township) Parcel #350013200. 50’x60’ storage building.

2214-PZ-2021-0315 – Joe Bear – Applicant. Paula Bear – Landowner. NE1/4 less Outlot 1 of Section 36, Township 153 North, Range 91 West (Crane Creek Township) Parcel #390017100. 70’x100’ pole barn.

**Demolition Permit**

PZ-2021-0301 – Jonathan Nelson – Applicant. Lot 17 of White Earth Cottage Site located in the SW1/4SE1/4 of Section 26, Township 154 North, Range 94 West (Unorganized Township) Parcel #350013200. Garage demolition.

Moved by Commissioner Hollekim, seconded by Commissioner Weisenberger to approve building permits 2211, 2212, and 2214. All present voted yes. Motion carried.

Moved by Commissioner Borud, seconded by Commissioner Ruland to approve building permit 2213 and demolition permit PZ-2021-0301. All present voted yes. Motion carried.

**ONGOING BUSINESS:**

Gravel Pits- Remains ongoing and Administration is working on the report.

White Earth Bay- Administration is still waiting for State’s Attorney Enget’s report for Court Cases.

Green Acres Subdivision – No recent activity and still no Letter of Credit

Stanley Blaisdell RV Park – New entrance gate put up as of 9-14-21

Manitou RV Park-Administration is addressing the Conditional Use Permit that expired in 2016

**STAFF UPDATES**

1. Approval of Planning & Zoning meeting dates and deadlines-2 meetings will need to be moved to a Tuesday in 2022. The May 23 and December 26 meetings have schedule conflicts and will need to be moved to May 24 and December 27, 2022.

Moved by Commissioner Borud, seconded by Commissioner Hovda to approve the 2022 Planning & Zoning meeting dates and deadlines with the above mentioned changes. All present voted yes. Motion carried.

1. January meeting SRF will be going over the full Land Development Code with all of the changes the Steering Committee seen in the December meeting. This will need to be looked over thoroughly by all board members in case changes are needed as this is the time to do so. Will be sending the draft to all board members once Scott sends the draft with the corrections. The corrections have not been submitted to P&Z staff yet, but will be forwarded to the board as soon as they are received. Chairman Sorensen stressed the importance of looking at those changes as soon as board members receive their meeting packets.
2. January meeting will be when the election of Chair and Vice Chair and Secretary takes place.

**BOARD CONCERNS**

None.

Next regular meeting of the Mountrail County Planning & Zoning Commission is **Monday, January 24th, 2022,** at 8:30 am via GOTOMEETING or in the Commissioners room at the courthouse.

Accepted and approved this 24th day of January 2022.

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\***