

**CITY OF WATFORD CITY**  
P.O. BOX 494 WATFORD CITY, NORTH DAKOTA 58854

## **PLANNING AND ZONING COMMISSION MEETING AGENDA**

**Monday, November 28th, 2022**  
6:00 PM City Hall, Heritage Room

- **CALL TO ORDER REGULAR MEETING**
- **APPROVE AGENDA**
- **APPROVE MINUTES**

October 31st, 2022 - Meeting

- **CALL TO ORDER PUBLIC HEARING**

The Public Hearing will be held to hear comment on the following:

1. Land Use Application for Zone Change, submitted by Westlake Properties Minnesota A LLC, for Lots 74, 75, and 77 of the Pheasant Ridge Subdivision; also known as 221 and 303 Pheasant Ridge Ave and 1116 S Pheasant Ridge St. An application has been submitted to rezone from R-3/R-T (Townhome Residential District) to R-1 (Single-Family Dwelling District).
2. Land Use Application for Variance, submitted by Tom Brooks, for property located at PID: 82-71-02100 Lot 1 of Block 2 of Stevens Addition to Watford City Subdivision, also known as 418 6<sup>th</sup> St NE. Requesting an 8.86-foot decrease in the 25ft front yard setback.

- **CLOSE PUBLIC HEARING**
- **CONTINUE REGULAR MEETING**
- **PERMIT RECORDS**

October-November Permits

- **OLD BUSINESS**
1. Reminder: The December P&Z meeting has been rescheduled to Thursday the 29<sup>th</sup>.
- **NEW BUSINESS**
  - **ADJOURNMENT**

# Minutes

*October 31st 2022*



**PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
Monday, October 31st, 2022**

The regularly-scheduled meeting of the Watford City Planning & Zoning Commission was held on Monday, October 31, 2022, at City Hall in the Heritage Room. In attendance: Chairman Jesse Lawrence, Vice Chairman Gregg Schuetze, and Commission Members Marco Pelton, Troy Knutson, Ross Sundeen, Jacob Jellesed. Also in attendance: Principal Planner Jake Walters, Planning Administrative Assistant Kayla Grace, City Building Inspector Steve Williams, and City Attorney Wyatt Voll.

With the above-mentioned present, the regular meeting hearing was called to order at 6:00 P.M. by Chairman Lawrence.

1. Call for new or old business.
2. Call to approve agenda.

*Agenda was reviewed as presented. New business item for changing the December meeting date presented by City Attorney Voll.*

**MOTION: Pelton, SECOND: Knutson to Approve the Agenda as amended.**

**VOICE VOTE:**

**AYES: all in favor**

**NAYS: none**

1. Call to approve September 26, 2022 Meeting Minutes.

*Minutes were reviewed as presented. No additional comments or changes.*

**MOTION: Jellesed, SECOND: Schuetze to Approve Minutes.**

**VOICE VOTE:**

**AYES: all in favor**

**NAYS: none**

Call to order Public Hearing at 6:04 P.M. by Chairman Lawrence.

Under consideration was the following Agenda item:

**1. Land Use Application – Zone Change, submitted by Stenehjem Development, for Fox Hills Village, Block 3, Lots 114 through 138. An application has been submitted to rezone from R-3 (Medium Density Residential District) to R-T (Townhome Residential District).**

*Walters went over the application in detail and noted that the reason for the application is to bring the zoning into conformance with the current intended use and constructed buildings.*

*Chairman Lawrence inquired if the density would remain the same for the area and Walters answered that yes, the density would remain the same and the zone change from R-3 to R-T would not change the density. The only meaningful change was to allow for individual ownership of portions of townhomes/rowhomes versus an entire building being owned by a single entity and rented out.*

*There were no additional comments or questions.*

**MOTION: Sundeen, SECOND: Pelton to recommend Approval**

There are no recommended conditions.

**ROLL CALL VOTE:**

**AYES: Knutson, Sundeen, Schuetze, Lawrence, Pelton, Jellesed**

**NAYS: none**

**MOTION: CARRIED**

**CLOSE PUBLIC HEARING:** 6:07 PM by Chairman Lawrence

**CONTINUATION OF REGULAR MEETING:**

**2. Division of Land Application – Subdivision Final Plat, submitted by The City Watford City, for property located in the SW ¼ of Section 21, T150N, R 98W. An application for the Matrix Subdivision has been submitted to subdivide the property into two (2) Blocks and a total of eight (8) Lots.**

*Walters explained how only a minor change had taken place since last month; McKenzie Electric has no facilities on the property and has been removed, at their request, as a signatory. Other than that, no changes have been proposed and City staff, as well as the County Recorder's office is comfortable proceeding. Walters reminded the Commission members that lots 4 and 5 will house the Wolf Pup Daycare Fox Hills facilities and the remaining large-lot parcels will be available for future development.*

*There were no additional comments or questions.*

**MOTION: Pelton SECOND: Schuetze to recommend Approval**

Approval shall be contingent upon the following conditions:

1. The Subdivision Plat must follow all regulations as set forth within the City of Watford City Municipal Code of Ordinances pertaining to Subdivision Regulations

and the Approval of Plats: Chapter XV, Article XXX, Sections 5 & 6;

2. The approval of a subdivision plat shall expire twelve (12) months from the date of approval. During those twelve (12) months after approval, the final plat shall be recorded at the McKenzie County Recorder's Office. An extension of a final plat may be granted once for a total period of not more than twelve (12) additional months. A request for extension must be made in writing not more than thirty (30) days after the expiration of the original approval. An extension of approval may be only granted if the final plat requires no modification, including owners and lienholders' signature (to be proven by an up-to-date title option or title insurance policy), and remains consistent with the purpose and intent of the originally approved final plat. If the approval of a final plat expires and an extension to the approval is not, or cannot be granted, a new application for the final plat must be filed and approved.

**ROLL CALL VOTE:**

**AYES:** Jellesed, Pelton, Knutson, Sundeen, Schuetze, Lawrence

**NAYS:** none

**MOTION:** CARRIED

**PERMIT RECORDS:**

*Reviewed permit records as presented. No additional comments or discussion.*

**NEW BUSINESS:**

*Walters explained that the current December meeting date falls on Monday, December 26th and asked what later dates might work better for Commission members? City Attorney Voll stated he would be out of town through the 27<sup>th</sup> of December and Pelton noted he would be out of town that entire week, but would be able to call in for the meeting. Thursday, December 29 seems to be the date that would work best for the majority. Pelton reiterated he would be out of town, but that he was willing and able to call in. It was decided to move the meeting to Thursday, December 29<sup>th</sup>.*

**OLD BUSINESS:**

None

**ADJOURNMENT:** 6:12 PM      **MOTION by Sundeen**

The next regularly scheduled Planning and Zoning Commission Meeting will be held on

Monday, November 28th, 2022, at 6:00 PM

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Jesse Lawrence, Chairman

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Jake Walters, Principal Planner

1.

# Land Use Application

## *Zone Change*

221&303 Pheasant Ridge Ave and 1116 Pheasant Ridge St S  
(Lots 74,75,77 of Pheasant Ridge Subdivision)  
Westlake Properties Minnesota A LLC



## City of Watford City

213 2<sup>nd</sup> St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

*Celebrating 100 Years - 2014*

[cityofwatfordcity.com](http://cityofwatfordcity.com)

November 16, 2022

### **STAFF REPORT**

#### **Land Use Application: Zone Change**

Lots 74, 75, and 77 of the Pheasant Ridge Subdivision; also known as 221 and 303 Pheasant Ridge Ave and 1116 S Pheasant Ridge St.

#### **APPLICANT/ PROPERTY OWNERS:**

Westlake Properties Minnesota A LLC

117 Milagro

Boerne, TX 78006

#### **PROPERTY LOCATION:**

221 and 303 Pheasant Ridge Ave and 1116 S Pheasant Ridge St

#### **REQUEST:**

A Land Use Application: Zone Change, redistricting from R-3/RT (Medium Density Residential District/ Townhome Residential District) into R-1 (Single-Family Dwelling District).

#### **CURRENT ZONING:**

R-3/RT

#### **CURRENT USE:**

These properties are currently vacant, but plans have been submitted to develop the area with three (3) single-family homes, one per lot.

#### **SITE DEVELOPMENT:**

Access: *The properties are accessible from S Pheasant Ridge St and Pheasant Ridge Ave.*

Sewer: *The property does have access to City sanitary sewer.*

Water: *The property does have access to City water.*



## **SURROUNDING LAND USE:**

North: Zoning – R-1 (Single-Family Dwelling District)  
Use – Single-family homes

East: Zoning – R-4 (High Density Residential)  
Use – Vacant land

South: Zoning – R-4 (High Density Residential)  
Use – Pheasant Ridge Apartments

West: Zoning – R-3 (Medium Density Residential)  
Use – Rowhome apartment units

## **REFERENCES:**

Chapter XV Zoning Ordinance, Article XXVI, Section 1  
SECTION 1. - AMENDMENTS:

1. The City Council may from time to time amend, supplement, or change the district boundaries or regulations contained in this zoning ordinance. A proposal for an amendment or a change in zoning may be initiated by the City Council, by the Planning Commission, or upon application of the owner of the property affected. All such proposed changes shall be submitted to the Planning Commission for recommendation and report. The Planning Commission shall prepare final written findings which shall be submitted to the City Council within 90 days after the time of referral of the proposed amendment to the Planning Commission

## **ARTICLE XIII(A) – R-T Townhome Residential District**

### **SECTION 1. - INTENT:**

The "R-T" Townhome Residential District is intended for the purpose of allowing townhome/medium- to high-density multi-family dwellings that are intended for ownership by the inhabitants.

## **ARTICLE X - R-1 SINGLE-FAMILY DWELLING DISTRICT**

### **SECTION 1. – INTENT AND PURPOSE OF DISTRICT:**

The "R-1" Single-Family Dwelling District is established for the purpose of low-density single-family dwelling control and to allow certain public facilities.

## **DISCUSSION:**

The applicant is requesting the change of zoning district in order to develop the sites as individual, single-family homes. Previous land plans for this area, from earlier owners, presented a rowhome or clustered unit approach towards housing across four lots. The requested change in zone across three of these lots is consistent with area development to the north as well as acknowledges the fourth lot's separate ownership, which makes a larger townhome/rowhome project less feasible or desirable.

## **RECOMMENDATION:**

It is the recommendation of City Planning Department staff to **APPROVE** the Land Use Application.

There are no recommended conditions for this approval.

## **PLANNING DEPARTMENT STAFF CONTACTS:**

Jake Walters  
jwalters@nd.gov  
(701) 444-8402

Kayla Grace  
kagrace@nd.gov  
(701) 444-8406



THE CITY OF WATFORD CITY  
213 2<sup>ND</sup> ST NE / PO BOX 494  
WATFORD CITY, NORTH DAKOTA

# LAND USE APPLICATION ZONE CHANGE

## REQUIREMENTS

APPLICATION FEE:  
\$300.00

All applications must be legible, printed in ink or typed, and suitable for reproduction. *Original application with original signature is required.* A *Zone Change Application* may be submitted in order to consider a changing the zoning district of property. Zoning Districts are set as specific areas within the City and/or ETA in order to govern the use of the property as well as such regulations pertaining to the height, area, size, and intensity of buildings, land, and open spaces. Along with this application, please submit the following: N.D. Professional survey of the property in both .PDF format and 11"x17" size paper for review, a brief justification letter explaining the request for *Zone Change* and a current copy of a title report/title commitment for the property. For specific details regarding this process, please refer to the *City of Watford City Municipal Code of Ordinances: CHAPTER XV, ARTICLE XXVI: AMENDMENTS.*

## PROPERTY OWNER INFORMATION

OWNER NAME(S): Westlake Properties Minnesota A, LLC	PHONE NUMBER: 503-586-4412	EMAIL: richard@deletype.com
MAILING ADDRESS: 117 Milagro, Boerne, TX 78006		

## APPLICANT INFORMATION

☒ Same as Owner

APPLICANT NAME:	PHONE NUMBER:	EMAIL:
MAILING ADDRESS:		

## DEVELOPER INFORMATION

DEVELOPER NAME: Steve Juekle	PHONE NUMBER: 970-308-5571	EMAIL: rehinbox@gmail.com
MAILING ADDRESS: 4742 Liberty Road, Suite 104, Salem, OR 97302		

## PROPERTY INFORMATION

PROPERTY ADDRESS: 221 and 303 Pheasant Ridge Ave, TBD S. Pheasant Ridge St.	CURRENT ZONING: R3/RT	PROPOSED ZONING: R1
PARCEL NUMBER(s): 82-55-07400, 82-55-07500, & 82-55-07700	LEGAL DESCRIPTION: (SECTION, TOWNSHIP, RANGE) 18-150N-98W	

## DESCRIPTION

Please give a brief description of the proposed variance.

Requesting to change the zone from multi-family to single family. It is planned to set a modular home on a concrete basement foundation.

## APPLICANT SIGNATURE: (IF DIFFERENT THAN OWNER)

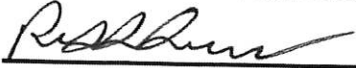
*As the applicant, I certify that all City Ordinances will be complied with and that the information given within this application as well as the plans submitted are in all respects true and correct to the best of my knowledge and belief.*

APPLICANT SIGNATURE: 	DATE: 10 / 29 / 2022
APPLICANT PRINT NAME: Richard Sherman	APPLICANT TITLE: Member and Manager

**PROPERTY OWNER(S) AFFIDAVIT**

I/We, the undersigned, swear that I am / we are, the owner(s) and/or Mortgage holders of the property described within this application. I/We will make provisions to ensure compliance with the disclosure and recording requirements of McKenzie County and the City of Watford City. I/We certify that all information contained within this application are in all respects true and correct to the best of my/our knowledge and belief. I/We also hereby authorize City of Watford City Staff and/or its designee to access my property or premise for the purpose of gathering and verifying information in relation to this application and submitted plans.

PROPERTY OWNER SIGNATURE:



DATE:

10 / 29 / 2022

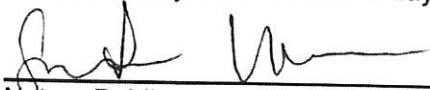
PROPERTY OWNER SIGNATURE:

DATE:

\_\_\_\_/\_\_\_\_/\_\_\_\_

**PROPERTY OWNER NOTARY**

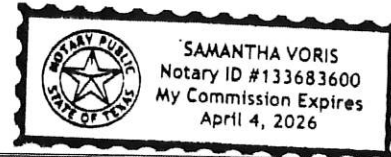
On this 29 day of October, 2022 before me, the undersigned, a notary public for the state of Texas, personally appeared, Richard Sherman known to me to be the person(s) who executed the certificate in witness whereof, I have hereunto set my hand and affixed my official seal the day and year in the certificate first written above.



Notary Public

(NOTARIAL SEAL)

Notary Public for the state of Texas  
Residing at 120 Talavera, Boerne, TX 78006  
My Commission Expires April 4, 2026

**▼ OFFICE USE ONLY ▼**

- ☐ .PDF & LEDGER SIZE REVIEW COPY OF SITE PLAN
- ☐ VICINITY MAP
- ☐ LEGAL DESCRIPTION
- ☐ JUSTIFICATION LETTER
- ☐

**LEGAL NOTICE DATES:**

\_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_/\_\_\_\_/\_\_\_\_

☐ MAILED ADJACENT PROPERTY OWNER NOTICES**MEETING DATES:**

PLANNING COMMISSION: \_\_\_\_/\_\_\_\_/\_\_\_\_

CITY COUNCIL: \_\_\_\_/\_\_\_\_/\_\_\_\_

**INVOICE:**

INVOICE NUMBER: \_\_\_\_\_

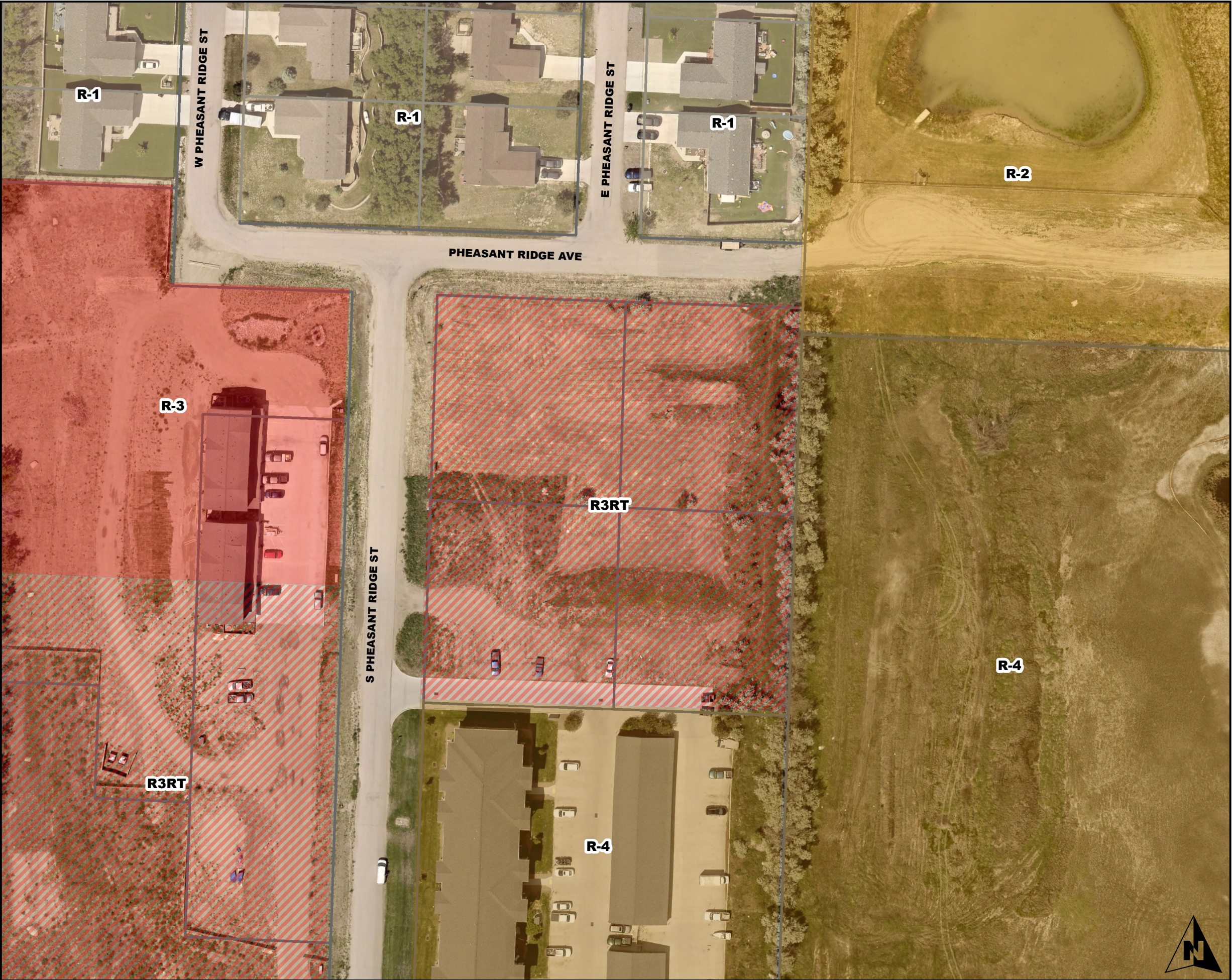
DATE CREATED: \_\_\_\_/\_\_\_\_/\_\_\_\_ BY: \_\_\_\_\_

**PAYMENT: \$300.00**

DATE RECEIVED: \_\_\_\_/\_\_\_\_/\_\_\_\_ AMOUNT: \$ \_\_\_\_\_

☐ CARD☐ CASH☐ CHECK # \_\_\_\_\_

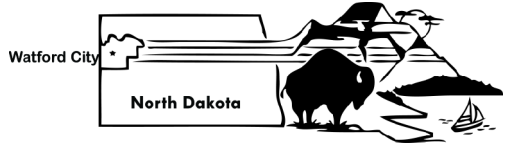




**Legend**

**Existing Zoning**

- R-1
- R-2
- R-3
- R-4
- RT
- Parcel



Note: Any reliance upon this map is at user's own risk. Watford City does not warrant the map or its features are either spatially or temporally accurate or fit for a particular use.

**Planning Department - GIS**  
Watford City, North Dakota

**Existing Zoning**  
Exhibit

DRAFTED  
Jake Walters  
DATE  
11/23/2022

FOR INFORMATIONAL  
PURPOSES ONLY



2.

# Land Use Application

*Variance*

418 6<sup>th</sup> St NE (PID 82-71-02100)

Tom Brooks



### **City of Watford City**

213 2<sup>nd</sup> St., NE | PO Box 494

Watford City, ND 58854

Ph 701-444-2533

Fax 701-444-3004

[www.cityofwatfordcity.com](http://www.cityofwatfordcity.com)

November 16, 2022

## **STAFF REPORT**

### **Land Use Application: Variance**

418 6<sup>th</sup> St NE

#### **APPLICANT:**

TD&H Engineering

PO Box 2024

Watford City, ND 58854

#### **PROPERTY OWNER:**

Tom Brooks

PO Box 1294

Watford City, ND 58854

#### **PROPERTY LOCATION:**

PID: 82-71-02100, Lot 1 of Block 2 of Stevens Addition to Watford City Subdivision, also known as 418 6th St NE.

#### **REQUEST:**

Applicant has submitted a Land Use Application for a variance to the 25-foot front yard setback established in the C-1 Zoning District, a request of an 8.86-foot decrease.

#### **ZONING:**

C-1 (General Commercial District)

#### **CURRENT USE:**

Vacant shop space.

#### **SITE DEVELOPMENT:**

Access: *The property is accessible from 6<sup>th</sup> St NE.*

Sewer: *The property does have access to City sanitary sewer.*

Water: *The property does have access to City water.*

## **SURROUNDING LAND USE:**

North: Zoning - R-1 (Single-Family Dwelling District)  
Use- Single-Family Homes

East: Zoning – MH (Mobile Home Park District)  
Use- While Buffalo RV Park

South: Zoning - C-1 (General Commercial District)  
Use- Corky's Pro Auto Body Shop

West: Zoning – MH (Mobile Home Park District)  
Use- Vacant land

## **REFERENCES:**

ARTICLE XVII - C-1 GENERAL COMMERCIAL DISTRICT  
Section 6 - Yard Regulations, Subsection 1:

### **Front Yard:**

There shall be a front yard of not less than 25 feet.

Article XXVII Variances, Section 1 - Requirements for Variances:

The applicant must show that his property was acquired in good faith and where by reason of exceptional narrowness, shallowness or shape of his specific piece of property at the time of the effective date of this zoning ordinance or where, by reason of exceptional topographical conditions or other extraordinary or exceptional circumstances, the strict application of the terms of this zoning ordinance actually prohibits the use of his property in the manner similar to that of other property in the zoning district where it is located.

## **ARTICLE XXVII - VARIANCES**

### **SECTION 1: - REQUIREMENTS FOR VARIANCES:**

The applicant must show that his property was acquired in good faith and where by reason of exceptional narrowness, shallowness or shape of his specific piece of property at the time of the effective date of this zoning ordinance or where, by reason of exceptional topographical conditions or other extraordinary or exceptional circumstances, the strict application of the terms of this zoning ordinance actually prohibits the use of his property in the manner similar to that of other property in the zoning district where it is located.

### **SECTION 2: - LIMITATIONS:**

Variances shall include yard and height regulations only and are limited to the following:



## 1. Yard Regulations

a) A yard regulation variance may not be more than one-half the required yard and shall not encroach upon the required setback for adjacent buildings.

...

## SECTION 5 - PUBLIC HEARING AND NOTICE:

2.a) In granting a variance for yard regulations, the Planning Commission must satisfy itself, from the evidence heard before it, that the granting of the variance will alleviate a clearly demonstrable hardship approaching confiscation as distinguished from a special privilege or convenience sought by the owner. The Planning Commission shall also find that the variance, if granted, is in harmony with the intended spirit and purpose of this zoning ordinance and does not constitute a direct and obvious amendment to the district regulations or district boundaries.

...

Under no circumstances shall the Planning Commission grant a variance allowing a use within a district not permissible under the terms of this ordinance.

## **DISCUSSION:**

The Land Use Application is requesting a variance of 8.86-feet, a decrease to the 25ft front yard setback set for the C-1 zoning district. The applicant would like to add an 18-foot extension to the front of an existing building on the site. Built in 1984, the currently vacant shop can't extend into the eastern, rear yard due to the proximity of the MDU substation and the required access path around that facility. Expansion to the north isn't easily accomplished due to that area being reserved for the off-street parking spaces required at full buildout of the proposed commercial complex.

The applicant's consultant has been reminded that a granted variance does not trump site development standards. If the variance is granted, but the proposed building footprint doesn't allow for the proper site triangles, turning radii, stacking distances, or similar, the project design may be rejected at the permitting stage. Without full plan review, it's impossible to foresee all concerns that may arise. However, staff recognizes that defining certain design parameters, such as buildable space within the lot, is an important and necessary step in moving a project forward.

## **RECOMMENDATION:**

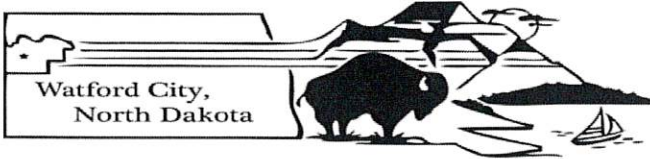
It is the recommendation of City Planning Department staff to **APPROVE** the Land Use Application.

There are no recommended conditions for this approval.

## **PLANNING DEPARTMENT STAFF CONTACTS:**

Jake Walters  
jwalters@nd.gov  
(701) 444-8402

Kayla Grace  
kagrace@nd.gov  
(701) 444-8406



City of Watford City  
PO Box 494  
213 2nd St NE  
Watford City, ND 58854

CUSTOMER INVOICE

**PAID**

TD&H ENGINEERING  
236 MAIN ST N UNIT B  
WATFORD CITY ND 5884

Customer # 1309

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**INVOICE NUMBER:** 5625  
**INVOICE DATE:** November 14, 2022  
**DETAILS:** Land Use Application - Variance  
418 6th St NE  
Variance Request of 8.86 feet

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**CHARGES**

**PRODUCTS AND SERVICES:**

PZ01-PLANNING & ZONING REIMBURSEMENT - 11/14/2022	300.00
variance request of 8.86 feet	
Total	300.00



THE CITY OF WATFORD CITY  
213 2<sup>ND</sup> ST NE / PO BOX 494  
WATFORD CITY, NORTH DAKOTA

# LAND USE APPLICATION VARIANCE

**PAID**

## REQUIREMENTS

APPLICATION FEE: \$300.00

All applications must be legible, printed in ink or typed, and suitable for reproduction. *Original application with original signature is required.* A *Variance Application* may be submitted to consider reducing yard setbacks in order to accommodate a structure due to exceptional conditions or existing circumstances of the property. Along with this application, please submit the following: N.D. Professionally Engineered/ Survey or drawing of the property in both .PDF format and 11"x17" size paper for review, a brief justification letter explaining the request for *Variance* and a current copy of a title report/title commitment for the property. For *Height Variances*, if approved by City Council, an additional fee for the *Height Variance* will be collected at the time the Building Permit is issued. The additional fee is set by City Council Resolution. The current fee is set at \$2,500.00 per foot over the maximum height. For specific details regarding this process, please refer to the *City of Watford City Municipal Code of Ordinances: CHAPTER XV ARTICLE XXVII: VARIANCES.*

## PROPERTY OWNER INFORMATION

OWNER NAME(S): Tom Brooks	PHONE NUMBER: 701-651-6246	EMAIL: tomtomroughrider@gmail.com
MAILING ADDRESS: PO Box 1294, Watford City, ND		

## APPLICANT INFORMATION

☐ Same as Owner

APPLICANT NAME: TD&H Engineering	PHONE NUMBER: 701-842-6619	EMAIL: calvin.trauger@tdhengineering.com
MAILING ADDRESS: PO Box 2024, Watford City, ND 58854		

## DEVELOPER INFORMATION

DEVELOPER NAME: Owner	PHONE NUMBER:	EMAIL:
MAILING ADDRESS:		

## PROPERTY INFORMATION

PROPERTY ADDRESS: 418 6th St NE, Watford City, ND	ZONING DISTRICT: C-1
PARCEL NUMBER(s): 81-71-02100	LEGAL DESCRIPTION: (SECTION, TOWNSHIP, RANGE) L1 B2 Stevens Add.; S18, T150N, R98W

## DESCRIPTION

Please give a brief description of the proposed variance.

1) Restricted access to site due to from MDU Substation to the East. 2) two Properties to the South within 25' front setback  
3) C-2 Zone can be reduced to 20ft front setback, we are asking 16.14 (+3.86').

Is this a *Height Variance request*? Yes ☒ No ☐

*Variance request of  
8.86 Feet*

## APPLICANT SIGNATURE: (IF DIFFERENT THAN OWNER)

As the applicant, I certify that all City Ordinances will be complied with and that the information given within this application as well as the plans submitted are in all respects true and correct to the best of my knowledge and belief.

APPLICANT SIGNATURE: 	DATE: 11 / 09 / 2022
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APPLICANT PRINT NAME: Calvin L. Trauger, TD&H Engineering	APPLICANT TITLE: Engineer
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**PROPERTY OWNER(S) AFFIDAVIT**

I/We, the undersigned, swear that I am / we are, the owner(s) and/or Mortgage holders of the property described within this application. I/We will make provisions to ensure compliance with the disclosure and recording requirements of McKenzie County and the City of Watford City. I/We certify that all information contained within this application are in all respects true and correct to the best of my/our knowledge and belief. I/We also hereby authorize City of Watford City Staff and/or its designee to access my property or premise for the purpose of gathering and verifying information in relation to this application and submitted plans.

PROPERTY OWNER SIGNATURE:



DATE:

11 / 07 / 2022


PROPERTY OWNER SIGNATURE:



DATE:

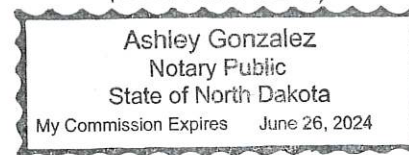
11 / 07 / 2022**PROPERTY OWNER NOTARY**

On this 7 day of November, 2022 before me, the undersigned, a notary public for the state of North Dakota, personally appeared, James T Braxton II & Kelly K Brooks known to me to be the person(s) who executed the certificate in witness whereof, I have hereunto set my hand and affixed my official seal the day and year in the certificate first written above.

  
Notary Public

Notary Public for the state of ND  
Residing at Watford City  
My Commission Expires 6/26/2024

(NOTARIAL SEAL)

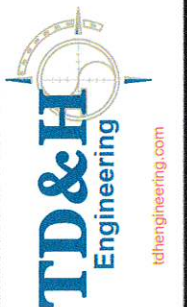
**▼ OFFICE USE ONLY ▼**

- ☐ PDF & LEDGER SIZE REVIEW COPY OF SITE PLAN
- ☐ VICINITY MAP
- ☐ LEGAL DESCRIPTION
- ☐ JUSTIFICATION LETTER
- ☐

**LEGAL NOTICE DATES:**     /      /          /      /     ☐ MAILED ADJACENT PROPERTY OWNER NOTICES**MEETING DATES:**PLANNING COMMISSION      /      /     CITY COUNCIL      /      /     **INVOICE:**INVOICE NUMBER:                     DATE CREATED:      /      /      BY:                     **PAYMENT: \$300.00**DATE RECEIVED:      /      /      AMOUNT \$             ☐ CARD ☐ CASH ☐ CHECK #

NOT FOR  
CONSTRUCTION

REVISION  
DATE  
REV



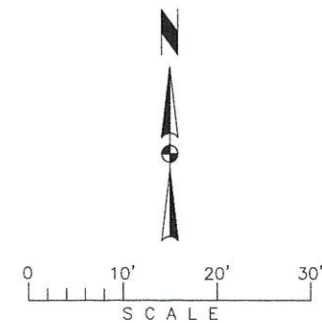
DRAWN BY: CLT  
DESIGNED BY: CLT  
QUALITY CHECK: MAB  
DATE: 11/08/2022  
JOB NO. W22-007  
FIELDBOOK N/A

418 6TH ST NE 2022 SERVICES  
WATFORD CITY, ND

PROPOSED VARIANCE PLAN

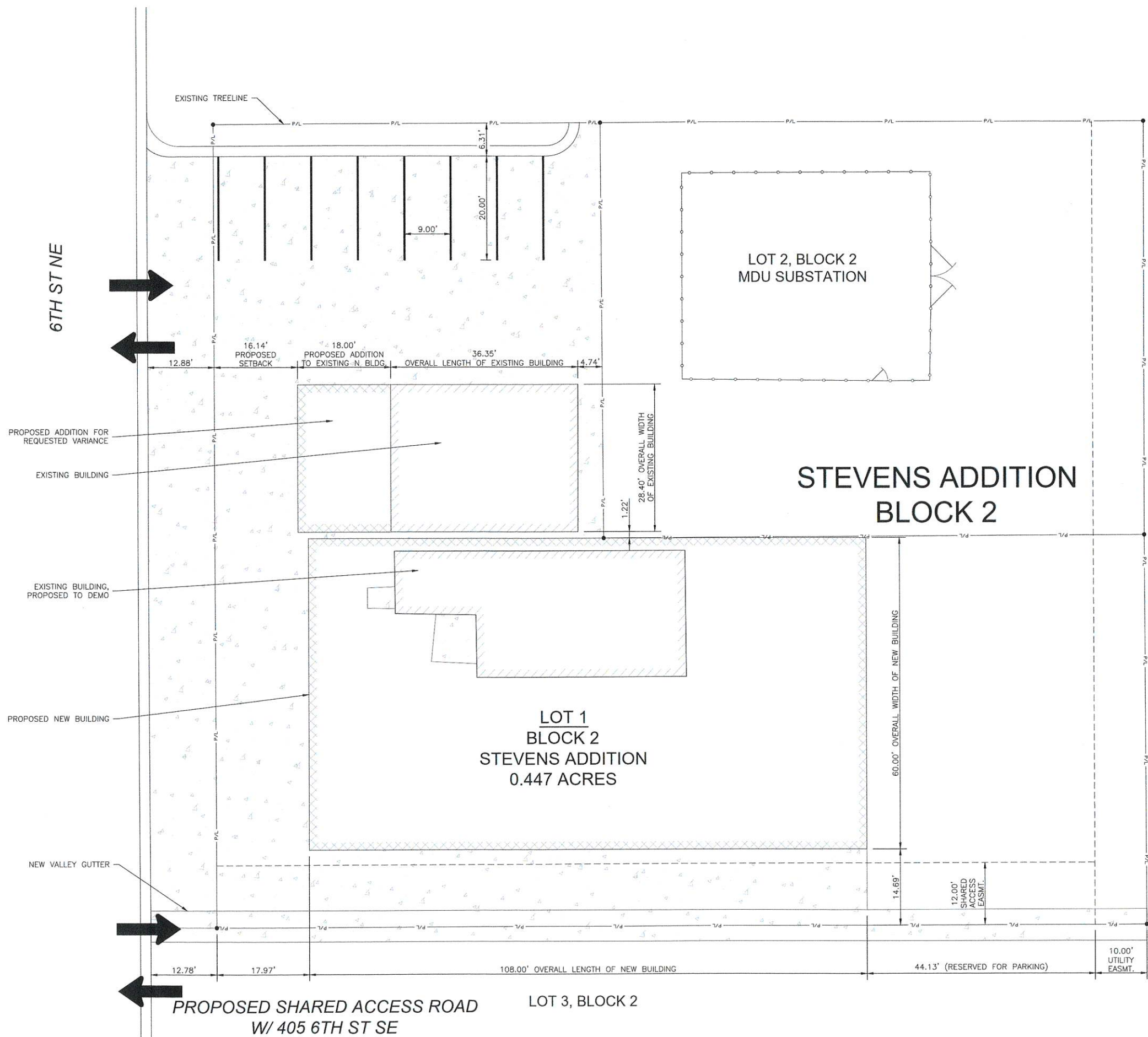
W22-07-BASEMAP MDU MAP.DWG

SHEET 1 OF 1



LEGEND

- PROPOSED BUILDING
- EXISTING BUILDING
- CONCRETE
- CURB AND GUTTER
- FENCE - CHAIN LINK
- P/L - PROPERTY LINE
- PAINT STRIP
- EASEMENT LINE
- PROPERTY PIN
- GATE







**Legend**

**Existing Zoning**

- AG
- C-1
- CF
- M-H
- R-1
- Parcel

**Planning Department - GIS**  
Watford City, North Dakota

**Existing Zoning Exhibit**

DRAFTED  
Jake Walters

DATE  
11/23/2022

Note: Any reliance upon this map is at user's own risk. Watford City does not warrant the map or its features are either spatially or temporally accurate or fit for a particular use.





# Permit Records

*October-November*

2022 Permit Records  
City of Watford City

PERMIT #	PERMIT TYPE	ISSUE DATE	PROPERTY OWNER	CONTRACTOR	ADDRESS	LOT/BLOCK	SUBDIVISION	PARCEL #	DESCRIPTION OF WORK	VALUE	PERMIT FEE	INVOICE #	PROJECT COMPLETION
5405	RESIDENTIAL BUILDING	10/13/2022	Craig and Julie Nelson	Goulet Construction	1504 12th St NE	N/A	N/A	20-00-11600	30x50x10 garage with concrete floor	\$ 85,000.00	\$ 451.25	5598	
5406	FENCE	10/13/2022	Mark Foster	Dakota Fence	1416 W Pheasant Ridge	Lot 12, Blk 0	Pheasant Ridge	82-55-01200	6" cedar fence around backyard of property with 2 walk through gates	-	\$ 25.00	5599	
5407	RESIDENTIAL BUILDING	10/17/2022	Andy & Aubri Maxwell	Self	12208 26 N St NW	N/A	N/A	22-00-15625	deck on south side of house landing w/ stairs 6'x6', mudroom not attached to house on west side 10'x10', deck on east side 12'x24' w stairs not attached - all on 12" piers and 48" deep	\$ 15,000.00	\$ 123.50	5600	
5408	CONSTRUCT/REPAIR	10/17/2022	City of Watford City	Knife River Corp.	Multiple Sites	N/A	N/A	N/A	removal and replacement of asphalt pavement and removal and replacement of existing base under pavement (as needed)	\$ 42,922.60	Waived	Waived	
5409	COMMERCIAL BUILDING	10/19/2022	Suso3 Watford LLP/ Pine Tree Commer	Bergquist Bros LLC	109 6th Ave SE suite 500	Lot 1, Blk 1	South Park 1st Add	82-74-00100	demolish kitchen area and construct office space	\$ 160,000.00	\$ 983.50	5601	
5410	DEMOLITION	10/19/2022	McKenzie County Ambulance Service	City of Watford City and McKenzie Cour	217 3rd St NE	Lot 11, Blk 8	Original Townsite of W.C.	82-01-14400	demolish and remove house, any footings, out building, remove trees, fill in dirt crawlspace	N/A	\$ 25.00	5602	
5411	COMMERCIAL BUILDING	10/21/2022	Tiger Well Service	KE Roofing & Contracting LLC	700 4th Ave NE				remove old roof, install new metal roof, build new entryway overhang. 4 beams and tying into	\$ 60,000.00	\$ 500.50	5607	
5412	SIGN	10/25/2022	Dakota Back & Neck	Bismarck Sign Company	113 6th Ave SE Ste 5400				3/8" thick aluminum routed letters stud mounted to building. Letters are	-	\$ 100.00	5609	
5413	CONSTRUCT/REPAIR	CANCELLED	City of Watford City	J&DG Concrete LLC	13th Ave SW				13'x26' concrete street patch 6" thick - epoxy dowels greased and sleeved	\$4,887	Waived	Waived	contractor declined- permit cancelled
5414	COMMERCIAL BUILDING	10/27/2022	Baker Properties LLC	self	225 Main Street	Lot 6, Blk 6	Original Townsite of W.C.	82-01-09100	exterior - new stucco and stucco repairs & new concrete slab behind building	\$ 4,000.00	\$ 65.10	5610	
5415	RESIDENTIAL BUILDING	10/27/2022	Juelie Bancroft	Aspen Contracting	2005 17th Ave NE	N/A	Stepping Stone	82-731717	reroof - remove and replace 39.6sq ft black laminate shingles, 15# underlay & IWS	\$ 23,928.00	\$ 186.00	5611	
5416	RESIDENTIAL BUILDING	10/28/2022	Katelyn Pogue	Uppa Creek Construction	512 N Main Street	Lot 11, Blk 3	Aarhus Addition	82-10-03900	remove old siding and replace with new vinyl siding	\$ 8,000.00	\$ 88.50	5612	
5417	WATER/SEWER ACCESS	10/31/2022	American Legion	Titanium Plumbing	313 12th St SE	Lot 26, Blk 6	2nd Addition-Cherry Creek to W.C.	82-20-11100	new 2" lateral service line w/ curb stop		\$ 3,901.06	5613	
5418	DEMOLITION		Ryan Seigfreid	Uppa Creek Construction	400 4th AVE NW	Lot 37, Blk 0	1st Addition, North Watford	82-51-05400					
5419	EXCAVATION	11/1/2022	American Legion	Titanium Plumbing	313 12th St SE	Lot 26, Blk 6	2nd Addition-Cherry Creek to W.C.	82-20-11100	Excavation for waterline extension and saddle	\$ 5,000.00	\$ 74.90	5615	
5420	COMMERCIAL BUILDING	11/1/2022	McKenzie County School District #1	Construction Engineers Inc	100 3rd St NE	Lot 11, Blk 2	Dahl's Add. RePlat of Blk 2, Watford City	82-25-01200	interior remodel of main entry and admin area to provide security improvements. Includes new reception spaces and associated support spaces.	\$ 493,801.00	Waived	Waived	
5421	RESIDENTIAL BUILDING	11/9/2022	CJ Anderson	Charles Evans Contracting	409 2nd St NW	Lot 9	North Watford	82-50-02900	New metal roof	\$ 15,000.00	\$ 123.50	5623	
5422	COMMERCIAL BUILDING	11/10/2022	E&M Services, LLC	J+C Construction LLC	504 12th St NE		2nd Annex to Watford City	82-15-04010	Office build-out	\$ 10,000.00	\$ 123.90	5624	



## Permit Comparisons

City of Watford City

2021	
Month	# of Permits Issued
January	15
February	11
March	29
April	24
May	57
June	36
July	33
August	30
September	30
October	18
November	33
December	10

<b>2021 TOTAL</b>	<b>326</b>
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2021	
Month	Value
January	\$ 136,000.00
February	\$ 597,913.00
March	\$ 891,172.00
April	\$ 305,025.00
May	\$ 887,753.96
June	\$ 2,622,500.00
July	\$ 153,946.40
August	\$ 355,163.00
September	\$ 6,250,916.00
October	\$ 2,743,900.00
November	\$ 3,110,612.00
December	\$ 314,000.00

<b>2021 TOTAL</b>	<b>\$ 18,368,901.36</b>
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2021 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	17	17	\$ 4,646,437.00
Duplex	4	2	\$ 1,388,000.00
Apartment 3-4 Units	0	0	\$ -
Apartment 5+ Units	0	0	\$ -

<b>2021 TOTAL</b>	<b>21</b>	<b>19</b>	<b>\$ 6,034,437.00</b>
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2022		
Month	# of Permits Issued	Comparison
January	7	47%
February	9	82%
March	14	48%
April	33	138%
May	29	51%
June	42	117%
July	23	70%
August	37	123%
September	24	80%
October	30	167%
November	13	39%
December		

<b>2022 YTD</b>	<b>261</b>	<b>80%</b>
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2022		
Month	Value	Comparison
January	\$ 379,000.00	279%
February	\$ 42,500.00	7%
March	\$ 505,002.10	57%
April	\$ 1,912,410.00	627%
May	\$ 199,639.62	22%
June	\$ 746,840.00	28%
July	\$ 607,158.74	394%
August	\$ 604,697.89	170%
September	\$ 260,173.25	4%
October	\$ 2,871,987.42	105%
November	\$ 927,538.60	11%
December		

<b>2022 YTD</b>	<b>\$ 9,056,947.62</b>	<b>49%</b>
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2022 Residential Permits				
Type	# of Units	# of Buildings	Value	Comparison
Single Family Home	6	6	\$ 2,292,630.00	49%
Duplex	4	2	\$ 608,000.00	44%
Apartment 3-4 Units	0	0	\$ -	0%
Apartment 5+ Units	0	0	\$ -	0%

<b>2022 TOTAL YTD</b>	<b>10</b>	<b>8</b>	<b>\$ 2,900,630.00</b>	<b>48%</b>
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# Old Business

- 1. Reminder: December P&Z meeting has been rescheduled to  
Thursday 12/29/2022*

# New Business