

CITY OF WATFORD CITY

P.O. BOX 494

WATFORD CITY, NORTH DAKOTA 58854

AGENDA

July 25, 2016

PLANNING COMMISSION

Heritage Room in City Hall @ 6:00 P.M.

- **Call to Order Public Hearing**

1. Public Hearing to hear comment on Conditional Use Permit Application submitted by Steve Sanford for property located 1500 6th Ave NE, 2nd Addition IT# 1306, 2.87 acres, Watford City, McKenzie County, ND. In consideration of RV park on Commercial zoned property.
2. Public Hearing to hear comment on Division of Land Application-Simple Lot Split submitted by Lori & Steve Solem and Patrick & Wendy Meuth for property located IT # 1698 and north 604.12 feet of IT# 1454 excepting IT # 2335, 912 11th St SW & 11 Ave SE, Watford City, McKenzie County, ND.

- **Close Public Hearing**

- **Call to Order Regular Meeting**

- **Approve Minutes:** June 27, 2016 & June 29, 2016 Special Meeting

- **Old Business:**

- **Final Plat Applications**

- **New Business:**

- **Review Permits:** Attached

- **Adjournment**



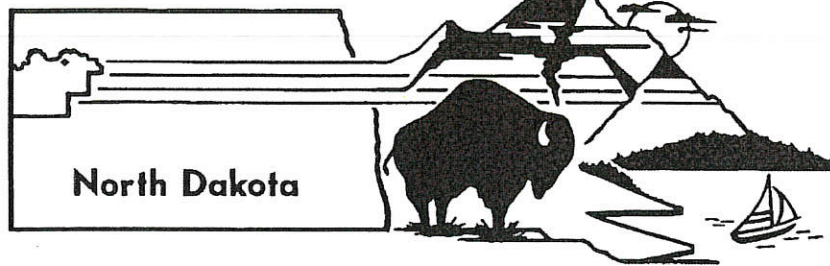
Mildred Williams, Asst. City Planner

1.

Conditional Use

1500 6th Ave NE

Steve Sanford



City of Watford City

213 2nd St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

Celebrating 100 Years - 2014

watford.mckenziecounty.net

Land Use Application: *Conditional Use Permit*

\$525 + publishing costs

Applicant Information

Name: Steve Sanford

Mailing Address: PO Box 474

Phone Number: 701-770-6260 Email Address: sanford.steve1@gmail.com

Property Information Current Zoning: C-1

Detail Summary of Request: Request for a CUP to have an RV park on commercial zoned property. 8 units

Assessor Parcel Number(s): _____

Sec. 17 Twn. _____ Rg. _____ Legal Description: _____

Acreage: 2.87 Address of Parcel: 1500 6th Ave NE

Landowner(s) Name: Steve and Laura Sanford

Mailing Address: PO Box 474 Watford City, ND 58854

Phone Number: 701-770-6260 Email Address: sanford.steve1@gmail.com

Required Documents – Refer to Application Matrix to ensure all required documents are submitted.

- Attached Exhibit(s) - Drawn, Stamped & Signed by licensed ND Professional Engineer or Land Surveyor
- Site Development Plan Application – required for all conditional use permit applications.
- Deed(s)
- PDF and or DWG provided with application
- Title Report < 60 days
- Copies: (1) 11 x 17 paper

Compliance with Land Use Application-Conditional Use Permit Requirements:

(I, We), the undersigned swear and say that (I am, We are) the owner(s) of record on the tax rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Watford City Code; that the information on the plans and drawings attached hereto, and all of the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted.

(I, We) also authorize the **Watford City Planning Department** and its designee, to enter the premises of the property subject to this application for the purposes of gathering information for the purpose of advising the public of the proposed application

Landowner(s) Signature(s): _____ Date: _____

Landowner(s) Signature(s): _____ Date: _____

I, _____, a **Notary Public** of the County and State aforesaid, hereby certify that _____ personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct. Witness my hand and official seal this the _____ day of _____, _____.

(SEAL)

Notary Public

My Commission expires:
____ / ____ / ____

State of: _____

County of: _____

Surveyor / Engineer Information:

Name: _____

Company: _____

License: _____

Address: _____

(SEAL)

City: _____

State & Zip: _____

Phone: _____

Email: _____

OFFICE USE ONLY - Required Approvals/Signatures/Dates

Planning & Zoning: 7-25-16

City Council: 8-1-16

Advertise Date(s): 7-20-16 7-13-16

Property Owners Noticed: X

Agenda Date: 7-25-16

Final Action Letter Sent: / /

staff initials: _____

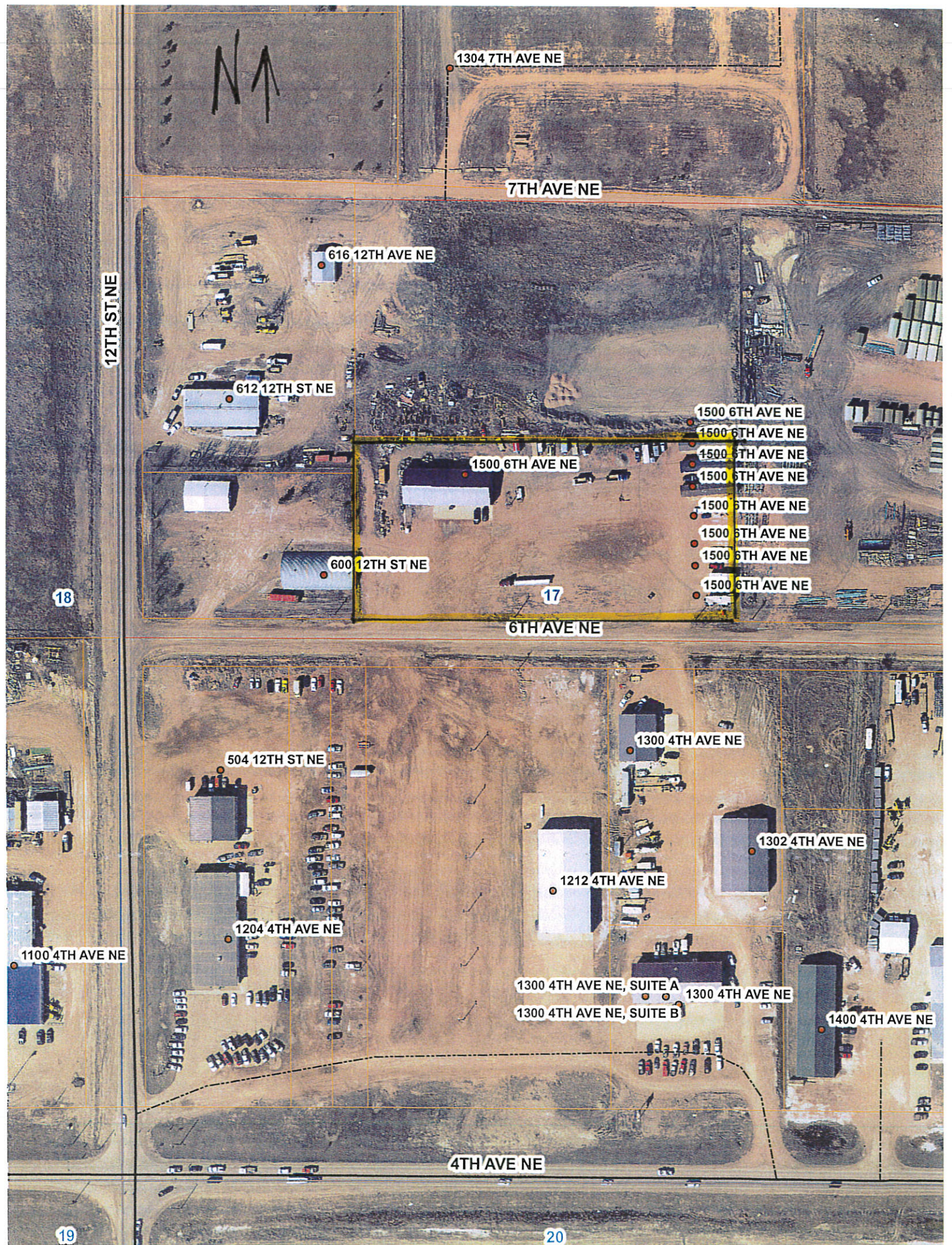
Payment: Cash Credit/Debit Card Check # Amount: \$ _____

Receipt # _____

Sent to Recorders – Date: _____ for Preliminary Review

Sent to Recorders – Date: _____ for Recording

6-20-16
MW/Rec'd



1304 7TH AVE NE

7TH AVE NE

12TH ST NE

616 12TH AVE NE

612 12TH ST NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

1500 6TH AVE NE

600 12TH ST NE

1500 6TH AVE NE

17

6TH AVE NE

18

504 12TH ST NE

1300 4TH AVE NE

1302 4TH AVE NE

1212 4TH AVE NE

1204 4TH AVE NE

1100 4TH AVE NE

1300 4TH AVE NE, SUITE A

1300 4TH AVE NE

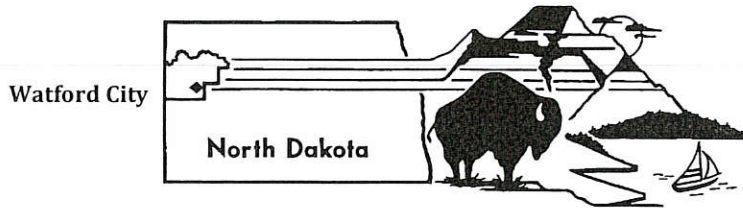
1300 4TH AVE NE, SUITE B

1400 4TH AVE NE

4TH AVE NE

19

20



City of Watford City
213 2nd St., NE / PO Box 494
Watford City, ND 58854
Ph. 701- 444- 2533
Fax 701- 444- 3004
watford.mckenziecounty.net

July 19, 2016

STAFF REPORT
CU-09-2016 Conditional Use Permit

Applicant
Steve Sanford
PO Box 474
Watford City, ND 58854

Property Owner
SAME

Property Address: 1500 6th Ave NE
Parcel # 82-15-04100
IT# 1306, Section 17, T150, R98, 2.87 acres

Zone: C1-Commercial

Use: Contractor Commercial Business

Reference: Watford City Code Chapter XV – Article XXVII, Conditional Uses, General Commercial District

Request: The applicant filed application to have an RV Park located on Commercial zoned property.

Discussion: Applicant currently has CUP for temporary workforce housing on the property. The CUP will expire in December 2016 permanently. Currently, the 8 housing units referenced on the original CUP consist of three (3) Single Wide mobile homes, five (5) RV's hookups, with this application all sites would be converted to RV hookup for transitory individuals. The subject property contains 2.87 acres and is improved with an existing shop building. No SDP (site development plan) was provided by the applicant. The location is situated in a designated special flood hazard area. However, campers are permitted in these areas without being elevated above the flood plain elevation due to the fact that they are readily mobile.

All RV Parks in North Dakota must be licensed through the Health Department and compliant with State Century Code requirements, NDCC Chapter 33.33.02.

The City of Watford City mailed the adjoining property owners a notice regarding the Conditional Use application. None of the noticed property owners contacted the city regarding the application. Article XXV, Section 1 of the Watford City Zoning Ordinance reads as follows regarding Conditional Uses:

A Conditional Use Permit may be granted following compliance with the procedure set forth in this section if the conditional use is one set forth in the District Regulations, provided that no application for a conditional use shall be granted unless all of the following conditions are found to be present:

1. *The conditional use will not be detrimental to or endanger the public health, safety or general welfare;*
2. *The existing permitted uses in the neighborhood will not in any manner be substantially impaired or diminished by the establishment of the conditional use;*
3. *The conditional use will not impede the normal and orderly development of the surrounding property for uses permitted in the district;*

4. *Adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided;*
5. *Adequate measures have or will be taken to provide access and exit so designed as to minimize traffic congestion in the public streets; and*
6. *The conditional use shall conform to all special provisions of the district in which it is located. The Conditional Use Permit may be issued for a specified period of time, with automatic cancellation at the end of that time unless it is renewed, or conditions may be applied to the issuance of the Permit and periodic review may be required to determine if the conditional use has any detrimental effects on neighboring uses or districts. The Permit shall be granted for a particular use and not for a particular person or firm.*

In granting a conditional use, the Planning Commission must satisfy itself from the evidence heard before it that the granting of the conditional use will not: adversely affect the health, safety, and welfare of the public; detract from the neighborhood; adversely affect future development; or cause traffic congestion.

The Planning Commission may impose requirements upon the applicant to ensure that the proposed Conditional Use does not create a nuisance, is harmonious with adjacent development, and does not detract from property values. A Conditional Use Permit is only valid so long as the approved use is operated per the terms of the permit, i.e., if the use were changed from Temporary Workforce Housing to Manufacturing Operation, the permit would no longer be valid.

A Conditional Use Permit should be specific as to: days/hours of operation, storage of appurtenant equipment, and provisions for parking, loading, and site improvements, and the type(s) of business(s) that can be operated under the terms of the permit. The Conditional Use Permit should be specific as to length of term. A Conditional Use Permit should be reviewed annually. After the use is established, the term of renewal can be increased or decreased as deemed appropriate.

Site Development:

Access: Property is accessible off 6th Ave NE, road is gravel/scoria county maintained within City ETA jurisdiction.

Sewer: There are no existing city sanitary sewer mains within the property, services are accessible to the site

Water: There are no existing city water mains within the property, services are accessible to the site.

Recommendation:

Staff recommends **approval/deny** Conditional Use application subject to the following conditions:

1. Conditional Use Permit to be reviewed every 6 month and site inspections as city officials deem necessary for compliance.
2. Area to serve as RV Park will be clearly defined from Commercial Business operation, meeting all of NDCC (North Dakota Century Code) 33.33.02 rules and regulations for compliance.
3. Applicant will bond for construction of 6th Ave NE to a city standard, bond will be required for only frontage of his property.
4. A timeline detailing the conversion of the subject property into compliance with city ordinance(s) and state rules must be filed with Planning Department Staff, prior to occupancy of 3 mobile home sites to RV sites.

Contact:

Mildred Williams, Assistant City Planner

miwilliams@nd.gov

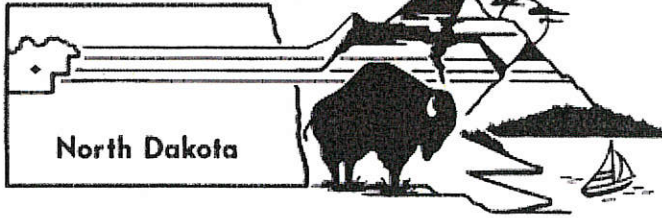
701.444.8406

2.

Simple Lot Split

912 11th St SW & 11th Ave SE

Lori & Steve Solem and Patrick & Wendy Meuth



Division of Land APPLICATION
 City of Watford City Planning Department

GRAY AREA FOR STAFF USE ONLY

Subdivision Preliminary Plat

Subdivision Final Plat		P&Z: 7-25-16
Amend Final Plat	FEE: 675.00	CC: 8-1-16 ADVERTISE DATE: 7-13-16 & 7-20-16
Simple Lot Split	RECEIPT #: check # 3345	PROPERTY OWNERS NOTIFIED: Y
Other: Boundary Line Adjustment	SECTION / TOWNSHIP / RANGE:	

FINAL ACTION MEMORANDUM MAILED:

DOES THIS USE CONFORM TO THE MASTER PLAN?

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: Lori & Steve Solem AND Patrick & Wendy Meuth

APPLICANT: Patrick Meuth

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

NAME: TD&H Engineering

ADDRESS: PO Box 870

CITY: Watford City STATE: ND ZIP CODE: 58854

TELEPHONE: 570-9722 EMAIL: matt.beard@tdhengineering.com

ASSESSOR'S PARCEL NUMBER(S): 11-00-09811 & 11-00-09805

LEGAL DESCRIPTION: Irregular Tract No. 1698 AND North 604.12 feet of Irregular Tract No. 1454 Excepting Irregular Tract No. 2335

PROPERTY ADDRESS AND NEAREST CROSS STREETS: 912 11th Street SW & 11th Avenue SE

GROSS/NET ACREAGE: 3.421 PRESENT ZONE CLASSIFICATION: AG

SOURCE OF Water / Sewer: Onsite Wells & Septic

WAIVERS OR VARIANCES REQUIRED TO SUPPORT THIS APPLICATION? _____

If YES, attach a justification letter describing such waivers or variances. Waivers and Variances should be discussed with Planning Department Staff prior to filing any application

27-2014 CV-00040

PROPERTY OWNER

(I, We), the undersigned swear and say that (I am, We are) the owner(s) of record on the tax rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Watford City Code; that the information on the plans and drawings attached hereto, and all of the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted. (I, We) also authorize the Watford City Planning Department and its designee, to enter the premises of the property subject to this application for the purposes of gathering information for the purpose of advising the public of the proposed application.



Patrick Meuth

Property Owner Signature

Print Owner Name



Lori Solem

Property Owner Signature

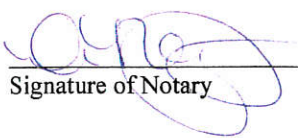
Print Owner Name

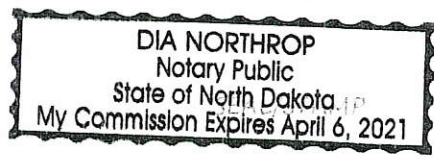


State of North Dakota

County of Mckenzie

This instrument was acknowledged before me on 15th June 2016 by Patrick Meuth
Date Name of Person(s)


Signature of Notary



SURVEYOR / ENGINEER

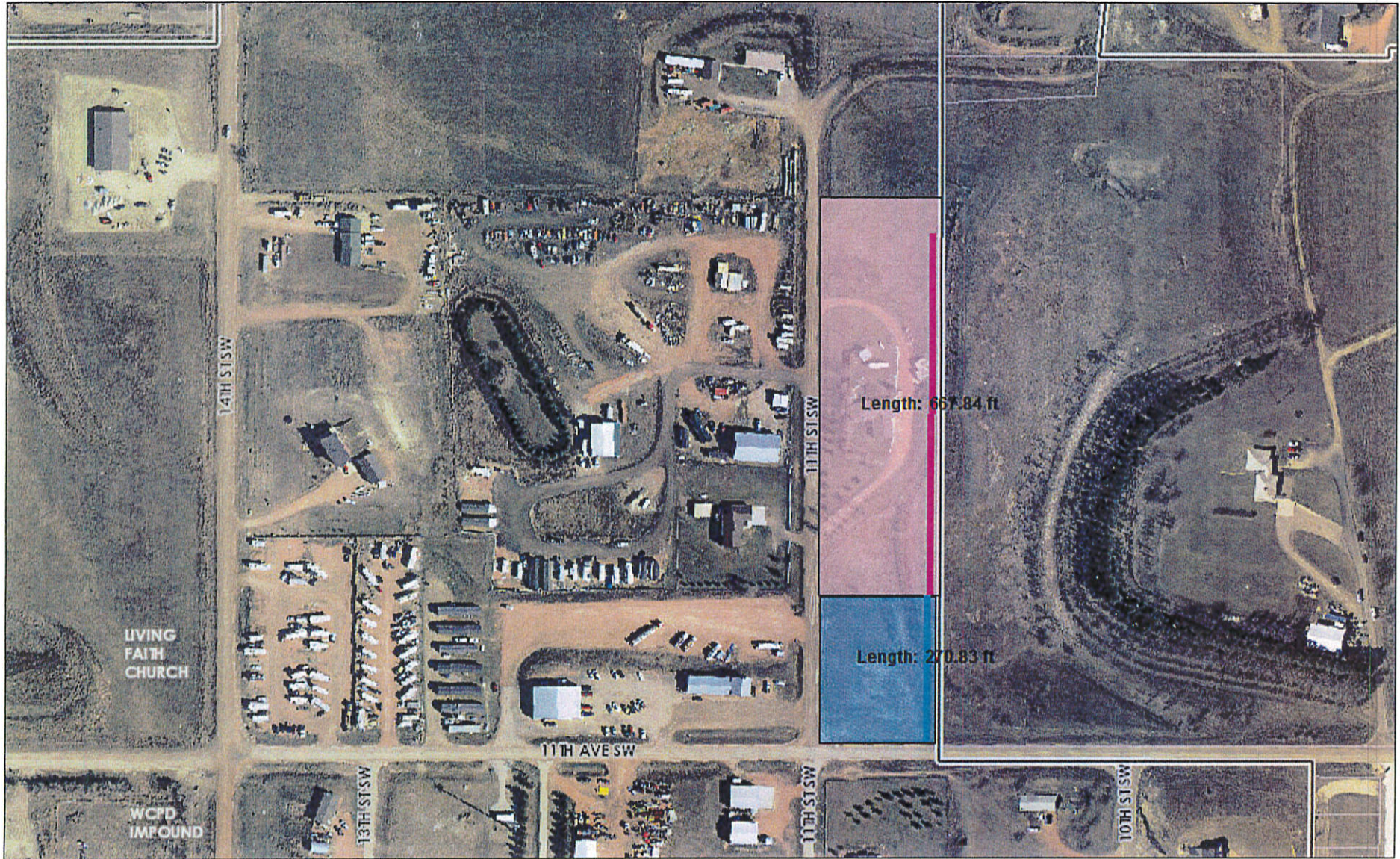
Name: Thomas, Dean & Hoskins, Inc. License: 1133PE

Address: 304 Lincoln Street, PO Box 870

City: Watford City State: ND Zip: 58854

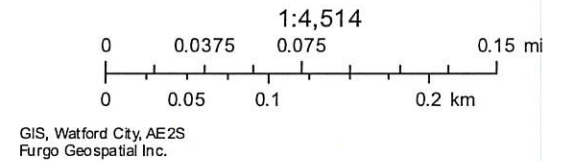
Phone: 701-842-6619 Email: matt.beard@tdhengineering.com

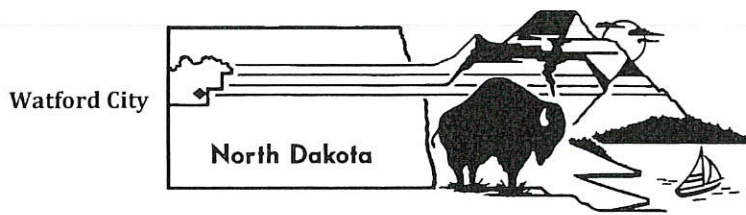
Solem/Meuth Boundary Line Adjustment



July 20, 2016

- StreetCenterlines Extra-Territorial Area (ETA) Parcels from McKenzie County
- Place Names Lot Lines
- Watford City Limits Cherry Creek





City of Watford City
 213 2nd St., NE / PO Box 494
 Watford City, ND 58854
 Ph. 701- 444- 2533
 Fax 701- 444- 3004
watford.mckenziecounty.net

July 19, 2016

STAFF REPORT
SLS 10-2016 SLS-Boundary Line Adjustment

Applicant
 Patrick & Wendy Meuth
 912 11th St SW
 Watford City, ND 58854

Property Owners
 Steve & Lori Solem
 102 Evergreen Lane
 Watford City, ND 58854

Property Address: 912 11th St. NW
 Parcel # 11-00-09811 & 11-00-09805
 IT # 1698 and North 604.12 ft. of IT # 1454 excepting IT # 2335

Zone: AG, Agriculture

Use: Single Family Residence & Undeveloped AG land

Reference: Watford City City Code Sec. XV – Article XXX, Section 13 Simple Lot Split

Request: Move south boundary line of IT #1698 south 75 feet.

Discussion: Patrick & Wendy Meuth made application to adjust southern boundary line of their property 75 feet into the property of Steve & Lori Solem, the request is resulting action of civil judgement. Property in question was surveyed by TD&H. Preliminary plat submitted with application.

The City of Watford City mailed the property owners that hold an interest in the property and the adjoining property owners a notice regarding the Simple Lot Split request. None of the noticed property owners contacted the city regarding the application.

Article XXX, Section 13 of the Watford City Code of Ordinance states that “A simple lot split shall be allowed when street improvements, water or sewer line improvements or other public improvements are not required, and no more than four (4) lots are created. Upon approval by the City Council, a simple lot split may be recorded. Notwithstanding the foregoing, all lot design standards and zoning requirements are required to be met.”

Surrounding Land Use Inventory:

West: Zoning -	AG, Agriculture
Use -	Mr. Dale Garmann’s trailer park.
South: Zoning -	AG, Agriculture
Use -	11 th Ave SW and Single Family Residences on large lots
North: Zoning -	AG, Agriculture
Uses -	Ag/Farmland
East: Zoning -	AG, Agriculture
Uses -	Fladeland property, undeveloped AG/Farmland

Site Development:

Access: approach is off of existing 11th Ave SW and then from 11th Street SW-a poorly maintained, gravel county road within City ETA jurisdiction.

Water: no city services at location, WAWS 16" transmission main on south side of 11th Ave SW

Sewer: no city services at location

Recommendation:

It is recommended to Watford City Planning Commission approval of the requested **SLS-Boundary Line Adjustment**

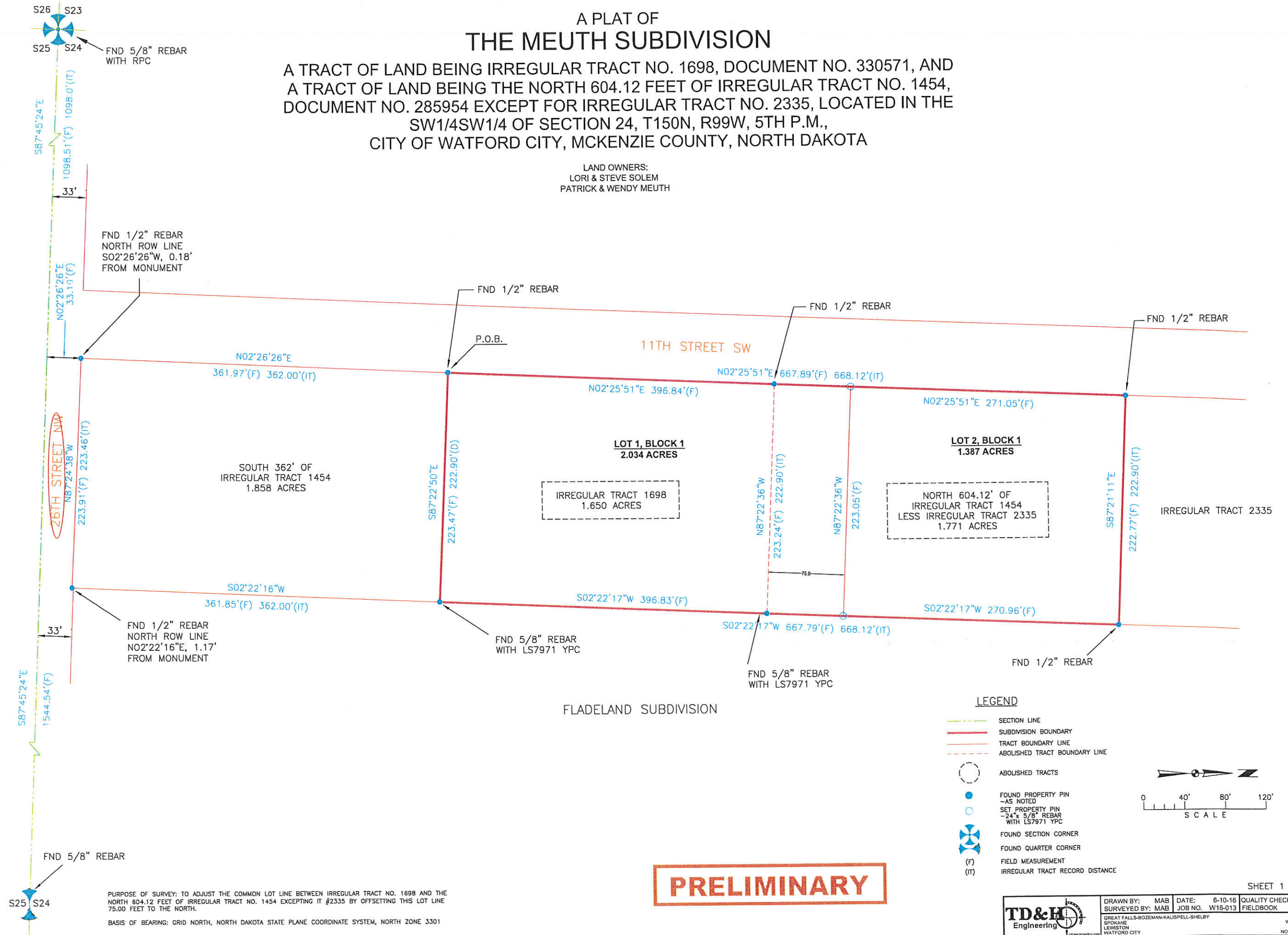
Contact:

Mildred Williams, Assistant City Planner
miwilliams@nd.gov
701/444.8406

A PLAT OF THE MEUTH SUBDIVISION

A TRACT OF LAND BEING IRREGULAR TRACT NO. 1698, DOCUMENT NO. 330571, AND
A TRACT OF LAND BEING THE NORTH 604.12 FEET OF IRREGULAR TRACT NO. 1454,
DOCUMENT NO. 285954 EXCEPT FOR IRREGULAR TRACT NO. 2335, LOCATED IN THE
SW1/4SW1/4 OF SECTION 24, T150N, R99W, 5TH P.M.,
CITY OF WATFORD CITY, MCKENZIE COUNTY, NORTH DAKOTA

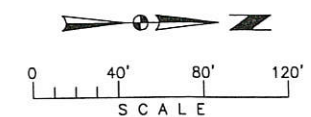
LAND OWNERS:
LORI & STEVE SOLEM
PATRICK & WENDY MEUTH



FLADELAND SUBDIVISION

LEGEND

- SECTION LINE
- SUBDIVISION BOUNDARY
- TRACT BOUNDARY LINE
- ABOLISHED TRACT BOUNDARY LINE
- ABOLISHED TRACTS
- FOUND PROPERTY PIN
-AS NOTED
- SET PROPERTY PIN
-24" x 5/8" REBAR
WITH LS7971 YPC
- ⊕ FOUND SECTION CORNER
- ⊕ FOUND QUARTER CORNER
- (F) FIELD MEASUREMENT
- (IT) IRREGULAR TRACT RECORD DISTANCE



PRELIMINARY

PURPOSE OF SURVEY: TO ADJUST THE COMMON LOT LINE BETWEEN IRREGULAR TRACT NO. 1698 AND THE NORTH 604.12 FEET OF IRREGULAR TRACT NO. 1454 EXCEPTING IT #2335 BY OFFSETTING THIS LOT LINE 75.00 FEET TO THE NORTH.

BASIS OF BEARING: GRID NORTH, NORTH DAKOTA STATE PLANE COORDINATE SYSTEM, NORTH ZONE 3301

SHEET 1 OF 2



DRAWN BY: MAB	DATE: 6-10-16	QUALITY CHECK: DRK
SURVEYED BY: MAB	JOB NO. W16-013	FIELDBOOK X
GREAT FALLS-BOZEMAN-KALISPELL-SHELBY SPOKANE LEWISTON WATFORD CITY		
MONTANA WASHINGTON IDAHO NORTH DAKOTA		

A PLAT OF THE MEUTH SUBDIVISION

A TRACT OF LAND BEING IRREGULAR TRACT NO. 1698, DOCUMENT NO. 330571, AND
A TRACT OF LAND BEING THE NORTH 604.12 FEET OF IRREGULAR TRACT NO. 1454,
DOCUMENT NO. 285954 EXCEPT FOR IRREGULAR TRACT NO. 2335, LOCATED IN THE
SW1/4SW1/4 OF SECTION 24, T150N, R99W, 5TH P.M.,
CITY OF WATFORD CITY, MCKENZIE COUNTY, NORTH DAKOTA

LAND OWNERS:
LORI & STEVE SOLEM
PATRICK & WENDY MEUTH

OWNER(S) CERTIFICATE

WE(I), THE UNDERSIGNED, BEING SOLE OWNER(S) AND MORTGAGE HOLDER(S) OF THE LAND PLATTED HEREIN, DO HEREBY CONSENT TO THE EXECUTION OF THIS PLAT AND AGREE TO NOT VACATE ANY PORTION OF THIS PLAT WITHOUT THE CONSENT OF THE CITY OF WATFORD CITY.

DATED THIS _____ DAY OF _____, 20____.

LORI SOLEM

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA, PERSONALLY APPEARED, CRAIG R. NELSON, 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 ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA (NOTARIAL SEAL)
RESIDING AT _____
MY COMMISSION EXPIRES _____

OWNER(S) CERTIFICATE

WE(I), THE UNDERSIGNED, BEING SOLE OWNER(S) AND MORTGAGE HOLDER(S) OF THE LAND PLATTED HEREIN, DO HEREBY CONSENT TO THE EXECUTION OF THIS PLAT AND AGREE TO NOT VACATE ANY PORTION OF THIS PLAT WITHOUT THE CONSENT OF THE CITY OF WATFORD CITY.

DATED THIS _____ DAY OF _____, 20____.

PATRICK MEUTH

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA, PERSONALLY APPEARED, CRAIG R. NELSON, 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 ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA (NOTARIAL SEAL)
RESIDING AT _____
MY COMMISSION EXPIRES _____

BOUNDARY DESCRIPTION

A tract of land being the North 604.12 feet of Irregular Tract No. 1454, less Irregular Tract No. 2335, and a tract of land being Irregular Tract No. 1698 with both tracts located in the SW1/4 of Section 24, Township 150 North, Range 99 West, 5th Principal Meridian, McKenzie County, North Dakota, and being more particularly described as follows:

Beginning at the Southwest Corner of said Section 24; thence South 87°45'24" East along the Southerly line of said Section 24, a distance of 1098.51 feet; thence North 02°26'26" East along the Westerly line of Irregular Tract No. 1454, a distance of 395.16 feet to the Southwest Corner of Irregular Tract No. 1698 and being the True Point of Beginning; thence North 02°25'51" East along the Westerly line of said Irregular Tract No. 1698 & 1454, a distance of 667.89 feet to the Southwest Corner of Irregular Tract No. 2335; thence South 87°21'11" East along the Southerly line of said Irregular Tract No. 2335, a distance of 222.77 feet to the Southeast Corner of said Irregular Tract No. 2335; thence South 02°22'17" West along the Easterly line of said Irregular Tract No. 1454 & 1698, a distance of 667.79 feet to the Southeast Corner of Irregular Tract No. 1698; thence South 87°22'50" East along the Southern line of said Irregular Tract No. 1698, a distance of 223.47 feet to the True Point of Beginning and containing 3.421 acres.

UTILITY EASEMENTS APPROVAL

WE, THE UNDERSIGNED UTILITY DOES HEREBY APPROVE OF THE UTILITY EASEMENTS AS SHOWN ON THE PLAT AS PRESENTED.

DATED THIS _____ DAY OF _____, A.D., 20____.

MONTANA DAKOTA UTILITIES
PRINTED NAME _____

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA, PERSONALLY APPEARED, _____, KNOWN TO ME TO BE THE PERSONS 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 ABOVE WRITTEN.

(NOTARIAL SEAL)
NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA
RESIDING AT _____
MY COMMISSION EXPIRES _____

DATED THIS _____ DAY OF _____, A.D., 20____.

RESERVATION TELEPHONE COMPANY
PRINTED NAME _____

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA, PERSONALLY APPEARED, _____, KNOWN TO ME TO BE THE PERSONS 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 ABOVE WRITTEN.

(NOTARIAL SEAL)
NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA
RESIDING AT _____
MY COMMISSION EXPIRES _____

WATFORD CITY APPROVAL

THE CITY OF WATFORD CITY, NORTH DAKOTA, HAS APPROVED THE ATTACHED PLAT AS SHOWN HERON, AND LYING WITHIN THE JURISDICTION OF THE CITY OF WATFORD CITY, HAS APPROVED THE STREETS, ALLEYS, AND OTHER PUBLIC WAYS AND GROUNDS OF THE ATTACHED PLAT, SHOWN HERE AS AN AMENDMENT TO THE COMPREHENSIVE STREET AND HIGHWAY PLAN AND OTHER APPROPRIATE PORTION OF THE COMPREHENSIVE PLAN OF THE CITY OF WATFORD CITY, NORTH DAKOTA. ALL STREETS, ALLEYS AND OTHER PUBLIC WAYS AND GROUNDS OF THE ATTACHED PLAT ARE DEDICATED AND NOT ACCEPTED AT THIS TIME WITH THE OFFER TO REMAIN OPEN.

DATE: _____ BRENT SANFORD, MAYOR
DATE: _____ PENI PETERSON, CITY AUDITOR

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BRENT SANFORD, MAYOR, AND PENI PETERSON, CITY AUDITOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WATFORD CITY PLANNING AND ZONING COMMISSION.

NOTARY PUBLIC, MCKENZIE COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

PLANNING AND ZONING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WATFORD CITY IS HEREBY APPROVED THIS _____ DAY OF _____, 20____ IN ACCORDANCE WITH THE LAWS OF THE STATE OF NORTH DAKOTA, ORDINANCES OF THE CITY OF WATFORD CITY, NORTH DAKOTA, AND REGULATIONS OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF WATFORD CITY, NORTH DAKOTA.

GLEN BEARD, CHAIRMAN DATE: _____

STATE OF NORTH DAKOTA)
COUNTY OF MCKENZIE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED GLEN BEARD, CHAIRMAN OF THE WATFORD CITY PLANNING AND ZONING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WATFORD CITY PLANNING AND ZONING COMMISSION.

NOTARY PUBLIC, MCKENZIE COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

AUDITOR'S CERTIFICATE OF TAXES

TAXES, DELINQUENT TAXES, DELINQUENT SPECIAL ASSESSMENT OR INSTALLMENTS OF SPECIAL ASSESSMENTS OR TAX ESTIMATES FOR THE PROPERTY DESCRIBED ON THE ATTACHED INSTRUMENT ARE UNPAID IN THE AMOUNT OF \$ _____ PLUS PENALTY AND INTEREST. CERTIFIED THIS _____ DAY OF _____, 20____.

LINDA SVIHOVEC, MCKENZIE COUNTY AUDITOR

SURVEYOR'S CERTIFICATE

I, DANIEL R. KENCZKA, REGISTERED LAND SURVEYOR, DO HEREBY CERTIFY THAT THE SURVEY PLAT SHOWN HEREON WAS COMPLETED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS THE CORRECT REPRESENTATION OF THE SURVEY SHOWN HEREON, AND THAT THE MONUMENTS ARE PLACED AS SHOWN, AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.

SURVEYOR SIGNATURE
REGISTERED LAND SURVEYOR # LS7971

SURVEY DATE & STAMP :


STATE OF MONTANA)
COUNTY OF CASCADE) SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF MONTANA, PERSONALLY APPEARED, DANIEL R. KENCZKA, 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 ABOVE WRITTEN.

(NOTARIAL SEAL)
NOTARY PUBLIC FOR THE STATE OF MONTANA
RESIDING AT _____
MY COMMISSION EXPIRES _____

CERTIFICATE OF MCKENZIE COUNTY RECORDER

I HEREBY CERTIFY THAT THE ABOVE INSTRUMENT WAS FILED IN THE OFFICE OF THE MCKENZIE COUNTY RECORDER IN THE STATE OF NORTH DAKOTA AT _____ O'CLOCK _____ M ON THE _____ DAY OF _____, A.D. 20____ AND WAS RECORDED AS DOCUMENT NUMBER _____.

ANN M. JOHNSRUD, MCKENZIE COUNTY RECORDER

PURPOSE OF SURVEY: TO ADJUST THE COMMON LOT LINE BETWEEN IRREGULAR TRACT NO. 1698 AND THE NORTH 604.12 FEET OF IRREGULAR TRACT NO. 1454 EXCEPTING IT #2335 BY OFFSETTING THIS LOT LINE 75.00 FEET TO THE NORTH.

BASIS OF BEARING: GRID NORTH, NORTH DAKOTA STATE PLANE COORDINATE SYSTEM, NORTH ZONE 3301



DRAWN BY: MAB	DATE: 6-10-16	QUALITY CHECK: DRK
SURVEYED BY: MAB	JOB NO. W16-013	FIELDBOOK X
GREAT FALLS-BOZEMAN-KALISPELL-SHELBY		MONTANA
SPOKANE		WASHINGTON
LEWISTON		IDAHO
WATFORD CITY		NORTH DAKOTA

SHEET 2 OF 2

Minutes

PLANNING & ZONING COMMISSION MEETING MINUTES
June 27, 2016

The regularly scheduled monthly meeting of the Watford City Planning & Zoning Commission was held on Monday, June 27, 2016 at 6:00 p.m. in the Heritage Room at City Hall. In attendance: Chairman Glen Beard, Commission Members: Jason Taylor, Rick Holm, William Carlson, and Shane Homiston by phone. Also present: City Attorney Wyatt Voll, Assistant City Planner Mildred (Milli) Williams, Planning Assistant Brianna Alex, and Building Inspector Steven Williams. Absent: City Planner Curtis Moen, and Commission Members: Cory Johnson and Jesse Lawrence.

With the above mentioned present, the Public Hearing was called to order at 6:04 P.M. by Chairman Glen Beard.

Under consideration were the following:

1. Public Hearing to hear comment on Annual Review of Conditional Use Permit submitted by Brent Kabat of Buell Consulting, Inc. on behalf of for Verizon Wireless on property owned by Patrick & Sally Golberg located 1809 Main Street South, 45.97 acres, Watford City, McKenzie County, ND.

MOTION by R. Holm, SECOND by J. Taylor to recommend APPROVAL to City Council of the annual review of Conditional Use permit.

Staff recommends review be extended beyond 1 year annual review /renewal, staff recommends 2 year review period as long as current maintained compliance continues without issue.

Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, G. Beard

Nays; None.

MOTION Carried.

2. Public Hearing to hear comment on Annual Review of Conditional Use Permit submitted by Brent Kabat of Buell Consulting, Inc. on behalf of Verizon Wireless on property owned by Mark Bruckelmeyer, James Beld & Doug Wendling, d.b.a. DMJ, LLC located at 12209 26 N. Street, 3.0 acres, McKenzie County, ND.

MOTION by J. Taylor, SECOND by R. Holm to recommend APPROVAL to City Council of the Annual Review of Conditional Use Permit.

Staff recommends review be extended beyond 1 year annual review /renewal, staff recommends 2 year review period as long as current maintained compliance continues without issue.

Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard

Nays; None.

MOTION Carried.

3. Public Hearing to hear comment on Annual Review of Conditional Use Permit for Badlands Cellular of ND, d/b/a Verizon Wireless & MBY15, LLC on property located @ 409 12th Street Southeast, Lot 22, Block 6 Cherry Creek 2nd Addition, Watford City, McKenzie County, ND.

MOTION by S. Homiston, SECOND by R. Holm to recommend APPROVAL to City Council of the Annual Review of Conditional Use Permit. Approval is contingent upon:

1. If the airport project starts to go ahead we shall review the Conditional Use at that time.
2. The tower does not impede the RPZ whether it needs to be moved or decreased in height.
3. 2 year review period as long as current maintained compliance continues without issue.

Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard

Nays; None.

MOTION Carried.

4. Public Hearing to hear comment on Annual Review Conditional Use Permit submitted by Kotana Communications Inc. / Badlands Cellular of ND-Verizon Wireless on property located at 1208 11th Ave SW, 2.43 acres, Watford City, McKenzie County, ND.

MOTION by W. Carlson, SECOND by R. Holm to recommend APPROVAL to City Council of the Annual Review of Conditional Use Permit.

Staff recommends review be extended beyond 1 year annual review /renewal, staff recommends 2 year review period as long as current maintained compliance continues without issue.

**Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard
Nays; None.
MOTION Carried.**

5. Public Hearing to hear comment on Annual Review Conditional Use Permit for Kathleen Tretter - SewFine Embroidery on property located at 2601 2nd St NE (Dakota Ridge Subdivision), Watford City, McKenzie County, ND.

MOTION by R. Holm, SECOND by W. Carlson to recommend APPROVAL to City Council of the Annual Review of Conditional Use Permit.

Conditional Use Permit shall be reevaluated after 1 year.

**Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard
Nays; None.
MOTION Carried.**

6. Public Hearing to hear comment on Division of Land Application-Simple Lot Split submitted by Adam Berger for Coulee Man LLC & Roseholm, LLC for property located SE ¼ NE ¼ Section 13, T150N, R99W, Watford City, McKenzie County, ND. (Main Street N and proposed 11th Ave)

MOTION by R. Holm, SECOND by J. Taylor to recommend APPROVAL to City Council of the Simple Lot Split with the following requirements:

1. Any further development must have building and site plan(s) submitted to the Planning Department for further approval.
2. No future split of Section 13 will be allowed without first going through the subdivision process.

**Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard
Nays; None.
MOTION Carried.**

7. Public Hearing to hear comment on Division of Land Application-Simple Lot Split submitted by Jerry & Scott Foley, for property owned by Anna Marquardt located NE ¼ SE ¼ Section 24, T150, R99W, IT # 725, 1805, 906. (605 Main St. South)

MOTION by J. Taylor, SECOND by R. Holm to recommend APPROVAL to City Council of the Simple Lot Split with the following requirements:

1. Plat to indicate paved area exclusive for access to lot, survey stakes evaluated by Planning Staff.
2. Submit Site Development Plan Application, Erosion Control and Stormwater Permit to the Planning Department for further approval.
3. All above mentioned items to be completed prior to recording of SLS.

**Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard
Nays; None.
MOTION Carried.**

CLOSE PUBLIC HEARING: 6:20 PM

CALL TO ORDER REGULAR MEETING: 6:20 PM

MINUTES: May 31, 2016

MOTION by J. Taylor, SECOND by W. Carlson to APPROVE the Minutes as presented.

Roll Call Vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard

Nays; None.

MOTION Carried.

Old Business:

Final Plat Applications:

1. Rolling Hills Estates, Replat of Blocks 3 & 5

MOTION by W. Carlson, SECOND by J. Taylor to recommend Approval to City Council of the Final Plat Application.

Roll Call vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard

Nays; None.

MOTION Carried.

2. Bison Run (2nd Addition)

MOTION by J. Taylor, SECOND by S. Homiston to recommend approval to City Council of the Final Plat Application.

Roll Call vote: Ayes; R. Holm, S. Homiston, J. Taylor, W. Carlson, G. Beard

Nays; None.

MOTION Carried.

Permits:

Permits were reviewed as presented. No discussion from Commission.

Adjournment at 6:26 PM

MOTION by W. Carlson, SECOND by R. Holm.

The next regularly scheduled Planning & Zoning Commission Meeting will be held on
MONDAY JULY 25, 2016 at 6:00 p.m.

Glen Beard
Planning Commission Chairman

Brianna Alex
Planning & Zoning Assistant

June 29, 2016
SPECIAL MEETING

PLANNING & ZONING COMMISSION MEETING MINUTES

A special meeting of the Watford City Planning & Zoning Commission was held on Wednesday, June 29, 2016 at 5:00 PM at City Hall in the Heritage Room. In attendance: Commission Members: Jesse Lawrence, Greg Schuetze, Rich Holm via phone, and William Carlson via phone. Also present: Assistant City Planner Mildred (Milli) Williams and Planning Assistant Brianna Allex. Absent: Chairman Glen Beard, Commission Members: Cory Johnson, Jason Taylor, City Planner Curtis Moen City Attorney Wyatt Voll, City Building Inspector Steven Williams.

With the above mentioned present, the Public Hearing was called to order at 5:09 p.m. by Commission Member Jesse Lawrence.

Under consideration were the following:

1. Public Hearing to hear comment on Division of Land Application-Simple Lot Split, Submitted by AE2S for City of Watford City, on property located Section 16, T150N, R98W, Watford City, McKenzie County, ND. (Golf Course Center Property, 128-/+ acres). For the consideration of creating 3 lots from one large parcel.

MOTION by G. Schuetze, SECOND by J. Lawrence to recommend Approval to City Council of the Simple Lot Split with the following requirements:

Easement to be worked out before final recording of plat.

Roll Call vote: Ayes; R. Holm, W. Carlson, G. Schuetze, J. Lawrence.

Nays; None.

MOTION Carried.

Adjournment at 5:19 PM

MOTION by R. Holm, SECOND by W. Carlson.

The next regularly scheduled Planning & Zoning Commission meeting will be Monday, July 25, 2016.

Glen Beard
Chairman

Brianna Allex
Planning Assistant

Permits

2016 PERMITS

3696	Building	July	7/1/2016	Darwin & Sharon Krabbenhoft	Self	504 10th St SE			Fence - 6' wood, 4" chain	\$ -	\$ 25.00	
3697	Excavation	July	7/5/2016	City of Watford City	DW Excavating Inc	Frontage Rd SE & 5th St SE			repair hydrant leak	\$ 5,000.00	\$ 25.00	Check #103551
3698	Excavation	July	7/5/2016	City of Watford City	DW Excavating Inc	502 12th St SE			repair hydrant leak	\$ 5,000.00	\$ 25.00	Check #103549
3699	Excavation	July	7/5/2016	City of Watford City	DW Excavating Inc	401 3rd Ave SW			leak repair	\$ 5,000.00	\$ 25.00	Check #103550
3700	Fence	July	7/12/2016	Jayson Lund (Chris & Teresa Randall)	Bakken Fence	3908 Highway 23			fence around yard	\$ -	\$ 25.00	Check #2062
3701	Fence	July	7/12/2016	Nathanael Carlson	Self	405 8th St NW			fence around property	\$ -	\$ 25.00	Cash
3702	Building	July	7/15/2016	Country Cross Ranch	Calvary Concrete LLC	401 12th St SE			50' x 50' concrete pad and extend security fence	\$ 20,000.00	\$ 317.00	Check #928
3703	Moving	July	7/15/2016	Jay Bean	Watford City Homes Inc	120 E Highland			set up a singlewide manufactured home	\$ -	\$ 150.00	Check #1469
3704	Excavation	July	7/18/2016	TJ's / City of Watford City	Lupine Construction Inc	605 Main St South			replacing curb stop	\$ 5,000.00	\$ 25.00	Card
3705	Building	July	7/18/2016	Annabelle Villanueva	Self/friend	416 N Main			new roof	\$ 2,100.00	\$ 66.40	Cash
3706	Fence	July	7/18/2016	4 Nuts (Tina Schmidt-renter)	Self	208 8th St NW			fence	\$ -	\$ 25.00	Credit

2015 - 2016 PERMIT COMPARISONS

July
7/21/2016

2015	
Month	# of Permits Issued
January	14
February	10
March	20
April	40
May	31
June	76
July	52
August	35
September	25
October	25
November	14
December	19
YEAR TOTAL	361
<i>April 2015 YTD</i>	84

2015	
Month	Value
January	\$585,000.00
February	\$14,071,200.00
March	\$6,886,622.00
April	\$4,734,086.61
May	\$1,164,739.41
June	\$55,468,577.00
July	\$15,749,439.94
August	\$1,303,339.48
September	\$35,375,541.45
October	\$3,653,756.00
November	\$732,874.88
December	\$401,310.98
YEAR TOTAL	\$ 140,126,487.75
<i>April 2015 YTD</i>	\$26,276,908.61

2015 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	44	44	\$ 7,845,551.00
Duplex	20	10	\$ 2,260,000.00
Apartment 3-4 Units	40	10	\$ 4,000,000.00
Apartment 5+ Units	173	7	\$ 10,250,577.50
YEAR TOTAL	277	71	\$ 24,356,128.50
	Units	Buildings	Value

2016	
Month	# of Permits Issued
January	38
February	17
March	31
April	33
May	37
June	43
July	11
August	
September	
October	
November	
December	
2016 YTD	210

2016	
Month	Value
January	\$ 2,043,696.31
February	\$ 24,216.18
March	\$ 393,345.30
April	\$ 1,294,386.40
May	\$ 2,126,203.57
June	\$ 485,682.59
July	\$42,100.00
August	
September	
October	
November	
December	
2016 YTD	\$ 6,409,630.35

2016 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home		9	\$ 2,813,321.01
Duplex			
Apartment 3-4 Units			
Apartment 5+ Units			
2016 YTD	0	9	\$ 2,813,321.01
	Units	Buildings	Value
June Total	0	0	\$ -
	Units	Buildings	Value

YTD: Year To Date