

CITY OF WATFORD CITY

P.O. BOX 494

WATFORD CITY, NORTH DAKOTA 58854

AGENDA

October 6, 2014

PLANNING COMMISSION

Heritage Room, City Hall @ 5:00 P.M.

SPECIAL PLANNING & ZONING MEETING

Call to Order Public Hearing

1. Public hearing to hear comment on Preliminary Subdivision Plat (Rolling Hills Estates) for property located Lot 1-12 in Block 4 and Lots 13-16 in Block 5 of Rolling Hills Estates, Watford City, and McKenzie County, North Dakota.
2. Public hearing to hear comment on Zone Change Application submitted for Rolling Hills Estates for change from R-1 to R-3/RT for property located Lot 1-12 in Block 4 and Lots 13-16 in Block 5 of Rolling Hills Estates, Watford City , McKenzie County, North Dakota.

Adjournment

Becky O'Neill
Planning Assistant

LAND USE APPLICATION pg. 1 of 2 Watford City Planning Department

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

APPLICATION TYPE	DATE FILED: 9-11	APPLICATION NUMBER:
ZONE CHANGE	PROCESSES BY:	MEETING DATES: P&Z: CC:
CONDITIONAL USE PERMIT	FEE:	ADVERTISE DATE:
VARIANCE	RECEIPT #:	PROPERTY OWNERS NOTIFIED:
VACATION & ABANDONMENT	SECTION/TOWNSHIP/RANGE:	
STREET NAME	RELATED CASE #:	
	FINAL ACTION MEMORANDUM MAILED:	DOES THIS USE CONFORM TO THE MASTER PLAN?

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: Kira Stenehjerm, Kristen Stenehjerm, Peter Stenehjerm, Erik Stenehjerm
APPLICANT: Kira Stenehjerm

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

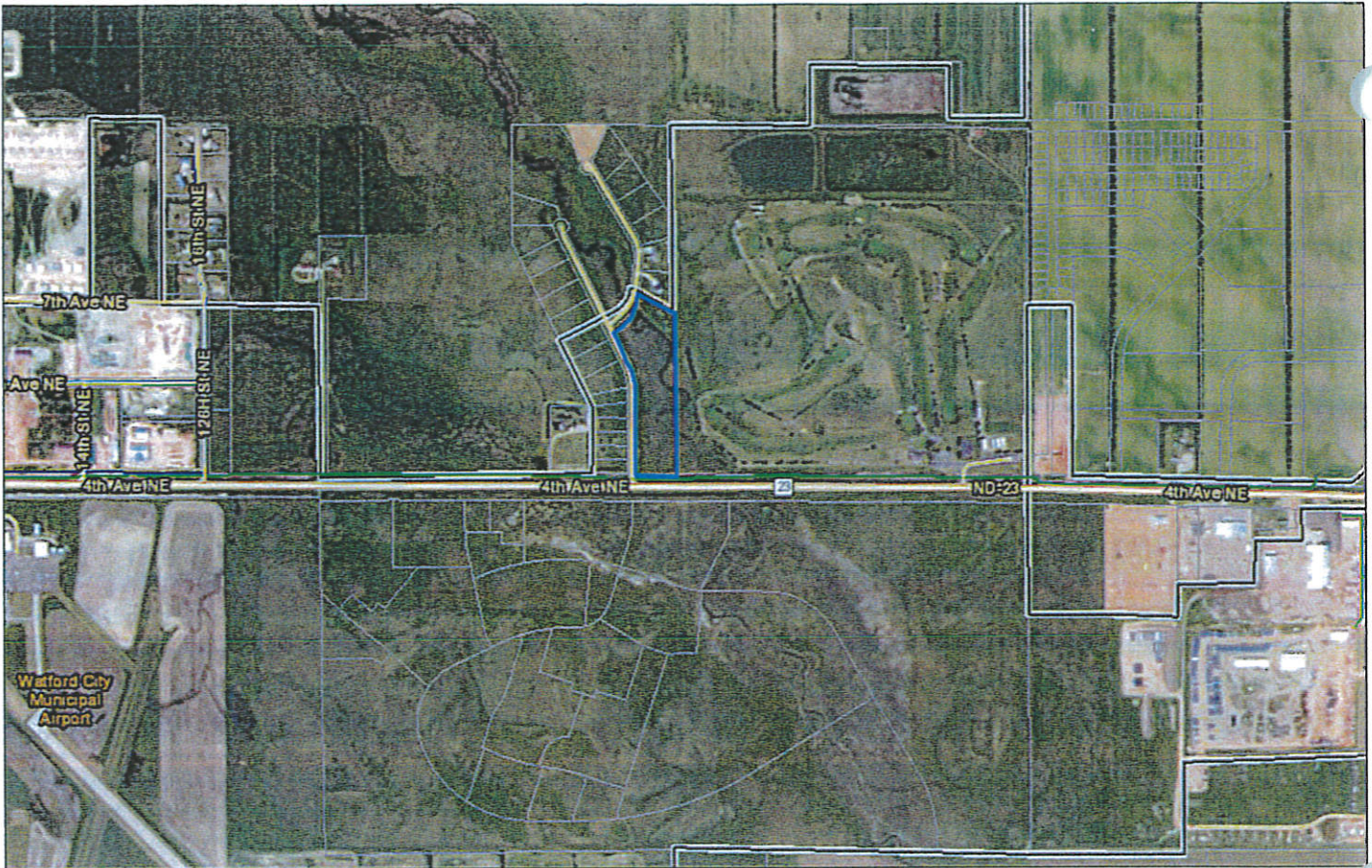
NAME: Kira Stenehjerm
ADDRESS: PO Box 607
CITY: Watford City STATE: ND ZIP CODE: 58854
TELEPHONE: (701) 842-2381 EMAIL:
ASSESSOR'S PARCEL NUMBER(S):
LEGAL DESCRIPTION: Lots 1-8 in Block 4 and Lots 13-16 in Block 5 of Rolling Hills Estates
PROPERTY ADDRESS AND NEAREST CROSS STREETS: Hwy 23 & Long Drive
GROSS/NET ACREAGE: 6 PRESENT ZONE CLASSIFICATION: R1
DESIRED ZONE CLASSIFICATION: R3/RT CURRENT LAST USE: Agriculture

DESCRIBE YOUR REQUEST IN DETAIL. YOU MUST CITE ANY RELEVANT CODE SECTIONS, WAIVERS, OR CONDITIONAL USE PERMITS
(USE ADDITIONAL PAGES IF NEEDED)

Rolling Hills Estates - See attached cover / justification letter

DESCRIBE THE SOURCE OF WATER/SEWER: City Water & Sewer Do you have a will serve letter ☐ YES ☐ NO

Stenehjem Development

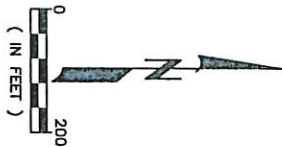
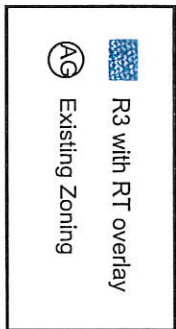
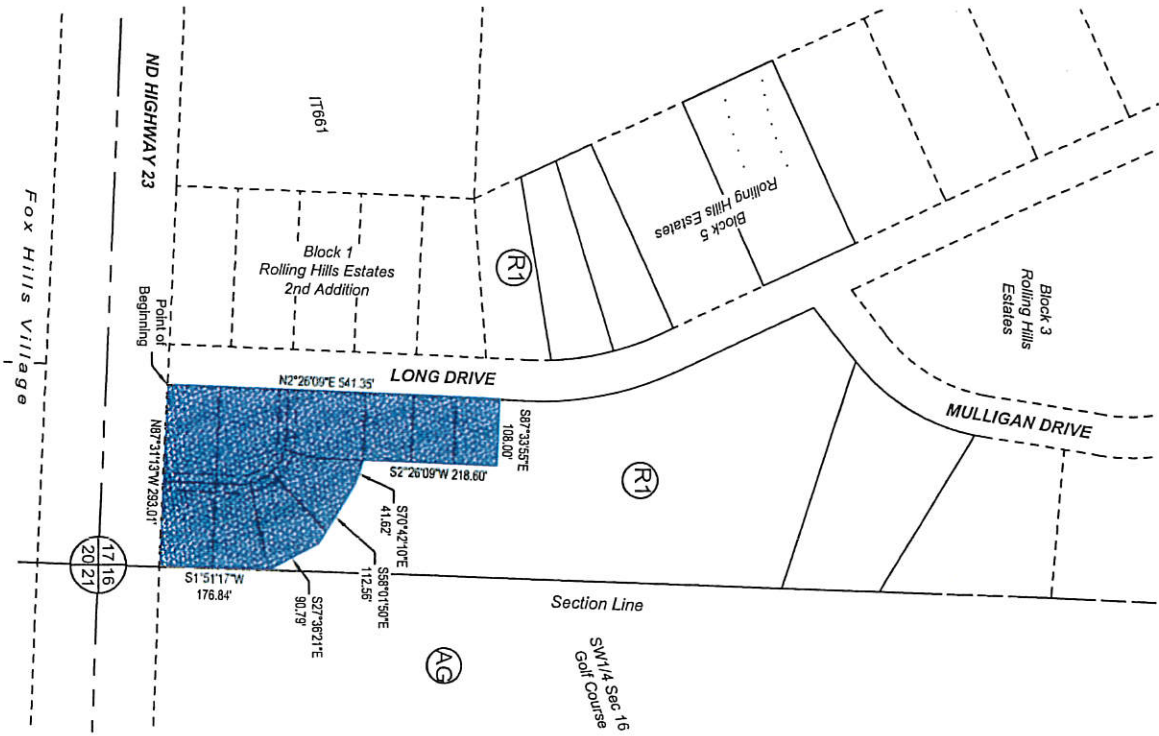


September 24, 2014

- World Transportation
- Water Reservoir
- Water Main
- Storm Main
- SS Lift Station

1:18,056
 0 0.15 0.3 0.6 mi
 0 0.25 0.5 1 km
 Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP,

City of Watford City

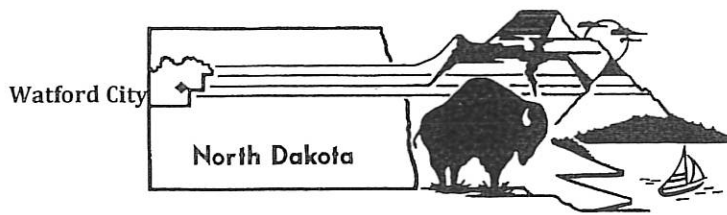


ZONE MAP AMENDMENT **IN THE SE 1/4 SECTION 17, T150N, R99W, 5th PM, WATFORD** **CITY, MCKENZIE COUNTY, NORTH DAKOTA**

DESCRIPTION

A portion of Block 4 of Rolling Hills Estates Subdivision situated in the SE1/4 Section 17, T150N, R99W, 5th PM, Watford City, McKenzie County, North Dakota, and being further described as follows:

Beginning at the intersection of the east line of the Long Drive ROW and the north line of North Dakota State Highway 23; thence along the east line of the Long Drive right-of-way N02°26'09"E a distance of 541.35 feet; thence S87°33'55"E a distance of 108.00 feet; thence S02°26'03"W a distance of 218.80 feet; thence S72°42'10"E a distance of 41.62 feet; thence S58°01'50"E a distance of 112.56 feet; thence S27°36'21"E a distance of 90.79 feet to the east line of Section 17; thence along said section line S01°51'17"W a distance of 176.84 feet to the north line of North Dakota State Highway 23; thence along said north line N87°31'13"W a distance of 293.01 to the Point of Beginning.



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

September 24, 2014

STAFF REPORT
ZC-23-2014 ZONE CHANGE

Applicant

Kira Stenehjem,
 PO Box 607
 Watford City, ND 58854

Property Owners

Kira, Kristen, Peter & Erik Stenehjem

Property Address: HWY 23 and Long Drive

Zone Change Requested: Request Zone Change from R1 to R3/RT

Reference: Watford City City Code Sec. XV – Article XXVI, Amendments

Discussion: Article XXVI, Section 1 of the Watford City Zoning Ordinance states that “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.”

-The property is **located just off HWY 23 to the North and consist of Lots 1-12 in Block 4.**

-The existing property is **currently zoned as R1 (Single Family).** The applicant is **asking that the property be rezoned from R1 to R3/RT in 12 Lots where the previously requested change only requested 8. This zone change is for the additional 4 lots.**

-The site is within City ETA and therefore falls within the jurisdiction of the Watford City Planning and Zoning Commission.

-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 city’s zone change request.

In granting a zone change, the Planning Commission must satisfy itself, from the evidence heard before it that the granting of the zone change is in the best long-term interests of the City of Watford City and the other affected properties. The Planning Commission shall also find that the zone change, if granted, is in harmony with the intended spirit and purpose of the zoning ordinance and does not constitute “spot zoning” so as to allow a use that would otherwise not be permitted. Under no circumstances shall the Planning Commission recommend a zone change not permissible under the terms of this ordinance.

Surrounding Land Use Inventory:

West: Zoning -	R1, Watford City
Use -	Single Family Residential
South: Zoning -	C1 Watford City
Use -	Commercial
North: Zoning -	R1, Watford City
Uses -	Single Family Residential
East: Zoning -	CF, Watford City
Uses -	Community Facility/ Golf Course

Comprehensive Zoning Plan and Zoning Comparison:

The commission must exercise prudence when evaluating this request. All of the possible uses that could occur on this property and the possible effect on surrounding properties must be considered when evaluating whether this zone change should be approved. The zone requested by the applicant for R3,(Medium Residential) Zoning is intended for the purpose of allowing medium and low density multi-family dwellings along with compatible two-family and single-family dwelling units and some community facilities. RT (Townhome Overlay) is intended for the purpose of allowing townhome/medium- to high-density multi-family dwellings that are intended for ownership by the inhabitants.

Site Development

Access: The property will be accessible from Highway 23 and Long Drive Road
Sewer: There are currently no existing city sanitary sewer mains within the property.
Water: There are currently no existing city water mains within the property.
Analysis: The proposed zoning of Stenehjem property of R3/RT, is consistent with the zoning and surrounding use of adjacent properties in this area. The proximity to large arterial road such as HWY 23 makes a slightly higher density acceptable on this property

Recommendation:

It is recommended that the Watford City Planning Commission **Approve** a Zone Change Application submitted by Kira Stenehjem contingent on the following conditions:

1. The developer must submit generalized building plans for any development on the property.
2. Development agreement and SIA is finalized with the city before final plat is recorded.

Contact:

Seth Sampson, Assistant City Planner

DIVISION OF LAND / PLANNING APPLICATION

CITY OF WATFORD CITY

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

APPLICATION TYPE	DATE FILED: 9-11	APPLICATION NUMBER:
SUBDIVISION PRELIMINARY MAP	PROCESSED BY: MW	PLANNING AND ZONING: 9.3914
SUBDIVISION FINAL MAP	FEE:	CITY COUNCIL: 10.6.14
SIMPLE LOT SPLIT	RECEIPT #:	SECTION / TOWNSHIP / RANGE:
LARGE PARCEL MAP PRELIMINARY	RELATED CASE FILES:	FINAL ACTION LETTER ISSUED DATE:
LARGE PARCEL MAP FINAL	PROPERTY OWNER: Kira Stenehjerm, Kristen Stenehjerm, Peter Stenehjerm, Erik Stenehjerm	
PARCEL MAP SUBSEQUENT	APPLICANT Kira Stenehjerm	
PARCEL MAP NON-SUBSEQUENT	CORRESPONDENCE FOR THIS APPLICATION SHOULD BE ADDRESSED TO:	
FAMILY CEMETERY DESIGNATION	NAME: Kira Stenehjerm	
AGRICULTURAL EXEMPTION	PHONE: (701) 842-2381	
	ADDRESS: PO Box 607	
	CITY: Watford City STATE: ND ZIP CODE: 58854	
	EMAIL:	

ASSESSOR'S PARCEL NUMBER(S):

LEGAL DESCRIPTION: Lots 1-8 in Block 4 and Lots 13-16 in Block 5 of Rolling Hills Estates

PROPERTY ADDRESS AND NEAREST CROSS STREETS: Hwy 23 & Long Drive

GROSS NET ACREAGE: 6 NUMBER OF LOTS: 15 ZONING: R3/RT

DESCRIBE THE METHOD OF PROVIDING WATER & SEWER: City Water and Sewer

ARE ANY 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'S STAFF PRIOR TO FILING ANY REQUIRED APPLICATION

(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 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.

Property Owner (Signature): Kira Stenehjerm

Property Owner (Print): Kira Stenehjerm

Property Owner (Signature):

SURVEYOR / ENGINEER INFORMATION (Place Surveyor Stamp in Open Area)

NAME: LICENSE NO:

ADDRESS:

CITY: STATE: ZIP:

PHONE:

FAX Email:

PLAT of
Lots 1-8 in Block 4 and Lots 13-16 in BLOCK 5 of
ROLLING HILLS ESTATES
A REPLAT OF BLOCK 4 AND LOTS 4 & 6 IN BLOCK 5 OF ROLLING HILLS ESTATES
IN THE SE1/4 SECTION 17, T150N, R98W, 5th PM, WATFORD CITY, MCKENZIE
COUNTY, NORTH DAKOTA

DESCRIPTION

Block 4 and Lots 4 and 6 in Block 5 of Rolling Hills Estates in the SE1/4 Section 17, T150N, R98W, 5th PM, Watford City, McKenzie County, North Dakota.

Said parcels together contain 11.71 acres.

CERTIFICATE OF CONSENT AND DEDICATION

We, the undersigned, being sole owners and mortgage holders of the land platted herein, do hereby consent to the execution of this plat and dedicate the streets, alleys, parks, and public grounds as shown hereon and all within such areas, including all storm drain systems, sanitary sewer systems, water distribution systems, culverts, and other public utility lines and appurtenances, whether such are shown or not, to the public forever. This offer of dedication shall remain in effect in perpetuity. If the offer of dedication is accepted, the areas shown hereon to be dedicated are hereby granted to the public as public streets and public utility easements and all such things as said offer is accepted by the City. We further agree to not vacate any portion of this plat without the consent of the City of Watford City.

We also hereby dedicate easements to run with the land for water, sewer, gas, electric, telephone, or other public utility lines or services under, on, or over these certain strips of land designated herein as "Utility Easements".

Dated this _____ day of _____, 2014.
 STEPHEN L. SANDERSON

Signature of _____
 General Partner

STATE OF _____
 COUNTY OF _____

Be it known that on this _____ day of _____, 2014, before me personally appeared Stephen L. Sanderson, known to me to be the person described in the within instrument, and who acknowledged to me that he executed the same.

Notary Public for the State of _____
 Residing at _____
 My commission expires _____

CERTIFICATE OF SURVEYOR

I, Steven Rude, a Professional Land Surveyor in the State of North Dakota, hereby certify that this survey was conducted by me or under my direct supervision, that this plat is a correct representation of said survey, and that the monuments shown are of the nature and occupy the locations shown hereon.

Dated this _____ day of _____, 2014.
 Steven Rude, PLS

NO Reg. No. LS-0281
 Advanced Engineering & Environmental Services, Inc.

STATE OF NORTH DAKOTA
 COUNTY OF _____

Be it known that on this _____ day of _____, 2014, before me personally appeared Steven Rude, known to me to be the person described in the within instrument, and acknowledged to me that he executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

CERTIFICATE OF CITY COUNCIL

The City Council of Watford City, ND, has approved the subdivision of land as shown on this plat and has approved the grounds as shown hereon as an amendment to the master plan of Watford City. The offer of dedication of all streets, storm drain systems, sanitary sewer systems, water distribution systems, culverts, and other public utility lines and appurtenances is declared as this date, but the offer shall remain open to perpetuity, and the areas shown hereon to be dedicated as streets and public streets and utility easements under such time as the offer of dedication is accepted by the City. This action of the Council was taken by resolution approved on the _____ day of _____, 2014.

Brent Sanford, Mayor
 Attest: Paul Peterson, Auditor

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Be it known that on this _____ day of _____, 2014, before me personally appeared Brent Sanford and Paul Peterson, known to me to be the persons described in the within instrument, and acknowledged to me that they executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

CERTIFICATE OF PLANNING & ZONING COMMISSION

This plat is hereby approved by the Planning & Zoning Commission of Watford City in accordance with the laws of the State of North Dakota, ordinances of Watford City, and the regulations of the Planning and Zoning Commission of Watford City.

Ken Beard, Chairman
 Date _____

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Be it known that on this _____ day of _____, 2014, before me personally appeared Ken Beard, known to me to be the person described in the within instrument, and acknowledged to me that he executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

CERTIFICATE OF UTILITY PROVIDER-MEC

We, the undersigned utility providers, do hereby approve of the utility easements shown hereon.

MCKENZIE ELECTRIC COOPERATIVE

Signature _____ Date _____

Printed Name _____ Title _____

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Be it known that on this _____ day of _____, 2014, before me personally appeared _____ of McKenzie Electric Cooperative, known to me to be the person described in the within instrument, and acknowledged to me that he/she executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

CERTIFICATE OF UTILITY PROVIDER-MDU

We, the undersigned utility providers, do hereby approve of the utility easements shown hereon.

MONTANA DAKOTA UTILITIES

Signature _____ Date _____

Printed Name _____ Title _____

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Be it known that on this _____ day of _____, 2014, before me personally appeared _____ of Montana-Dakota Utilities, known to me to be the person described in the within instrument, and acknowledged to me that he/she executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

CERTIFICATE OF UTILITY PROVIDER-RTC

We, the undersigned utility providers, do hereby approve of the utility easements shown hereon.

RESERVATION TELEPHONE COOPERATIVE

Signature _____ Date _____

Printed Name _____ Title _____

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Be it known that on this _____ day of _____, 2014, before me personally appeared _____ of Reservation Telephone Cooperative, known to me to be the person described in the within instrument, and acknowledged to me that he/she executed the same.

Notary Public for the State of North Dakota
 Residing at _____
 My commission expires _____

LEGEND

○ SET REBAR IN RED CAP
 MARKED "ADVANCED ENG
 LS-42"

△ SET REBAR IN ALUM CAP
 MARKED "ADVANCED ENG
 LS-42"

WC WITNESS CORNER

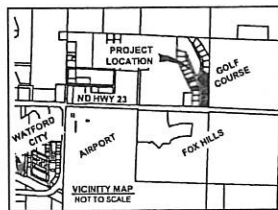
FOUR REBAR, NO CAP

FOUR REBAR IN YELLOW CAP
 MARKED "STATE LINE LS-42"

FOUR REBAR IN YELLOW CAP
 MARKED "11"

GRASS AREA AS MEASURED TO
 THE PROPERTY LINE GENERALLY
 AT THE CORNERS OF STREETS

NET AREA AS MEASURED TO
 PUBLIC STREET DEDICATION



VICINITY MAP
 NOT TO SCALE

CERTIFICATE OF COUNTY AUDITOR

I, Linda Sihrovic, Auditor of McKenzie County, hereby certify that current taxes, delinquent taxes, delinquent special assessments or installments of special assessments, or tax estimates for the property shown hereon are set out in the amount of \$ _____, as a penalty and interest.

Dated this _____ day of _____, 2014.

Linda Sihrovic, Auditor

CERTIFICATE OF RECORDER

STATE OF NORTH DAKOTA
 COUNTY OF MCKENZIE

Filed for record in the office of the Recorder of McKenzie County, North Dakota, at _____ o'clock AM/PM on _____ day of _____, 2014, and assigned Document No. _____

Ann Johnson, Recorder



Advanced Engineering and Environmental Services, Inc.
 101 1st Ave. NE, Watford City, ND 58201
 P.O. Box 223-8426 Watford City, ND 58201
 701-853-8426 Fax 701-853-8426
 www.aes-nd.com
 Registered Professional Engineer
 Registration No. 0000000000



September 9th, 2014

Mildred Williams, Assistant City Planner
City of Watford City
Department of Planning & Zoning
112 2nd Ave NE, Watford City, ND 58854
Watford City, ND 58854

Re: ***Rolling Hills Estates Subdivision***
AMENDED Preliminary Plat and Zone Change Applications

Dear Mrs. Williams,

As discussed this week attached please find AMENDED Preliminary Plat and Zone Change Applications for reprocessing this month with Planning and Zoning. These amendments are due to design changes and coordination between the Watford City Golf Course expansion, Rolling Hills Estates subdivision and the proposed Fox Hills Golf Estates subdivision. Current coordination and design efforts resulted in some minor adjustments to the Preliminary Plat as it was previously presented. Overall the intent of the plat and the proposed zoning is the same as previously presented but the configuration of R3/RT townhome lots was modified and 4 additional lots were created in the process.

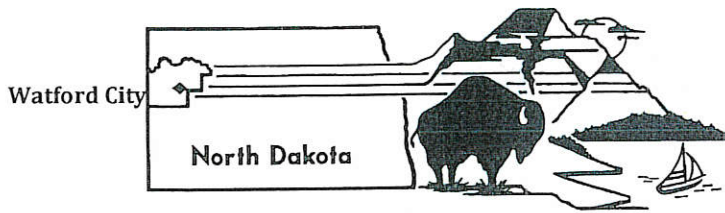
I have attached a copy of the previous justification letter that was provided for the original submittal to provide the background and supporting information – all of which is still accurate and current.

Thank you for your time and assistance with processing this amendment. We look forward to finalizing the process and getting this project completed.

Please contact me if you have any questions or require further information.

Sincerely,

Mychal Gorden
Mychal Gorden Design, Inc.



City of Watford City

Brent Sanford, Mayor

213 2nd St., NE

PO Box 494

Watford City, ND 58854

Ph. 701- 444- 2533

Fax 701- 444- 3004

watford.mckenziecounty.net

August 21, 2014

STAFF REPORT

Subdivision Prelim Map-14-2014 (amended)

Applicant

Kira Stenehjerm

PO Box 607

Watford City, ND

Property Owners

Kira Stenehjerm, Kristen Stenehjerm, Peter Stenehjerm,

Erik Stenehjerm

Property Address: HWY 23 and Long Drive

Subdivision Prelim Map: Kira Stenehjerm, consists of 6 acres

Located: North of HWY 23 off Long Drive Rd. Parcel# 20-00-11300

Discussion: Kira Stenehjerm Prelim Map Amendment consists of 15 lots of both R1 and R3/RT zoning. This property is located just west of Long Drive road and the Golf Course.

-The site is in the City of Watford City, City ETA and therefore falls within the jurisdiction of the Watford City Planning and Zoning Commission.

Surrounding Land Use Inventory:

West: Zoning -	R1, Watford City
Use -	Single Family
South: Zoning -	C1, Watford City
Use -	Commercial
North: Zoning -	RR, McKenzie County
Uses -	Rural Residential
East: Zoning -	CF, Watford City
Uses -	Golf Course

Site Development

Access: The property will be accessible from HWY 23 and Long Drive Rd.

Sewer: There is no city sanitary sewer mains within the property.

Water: There is no city water mains within the property.

Recommendation:

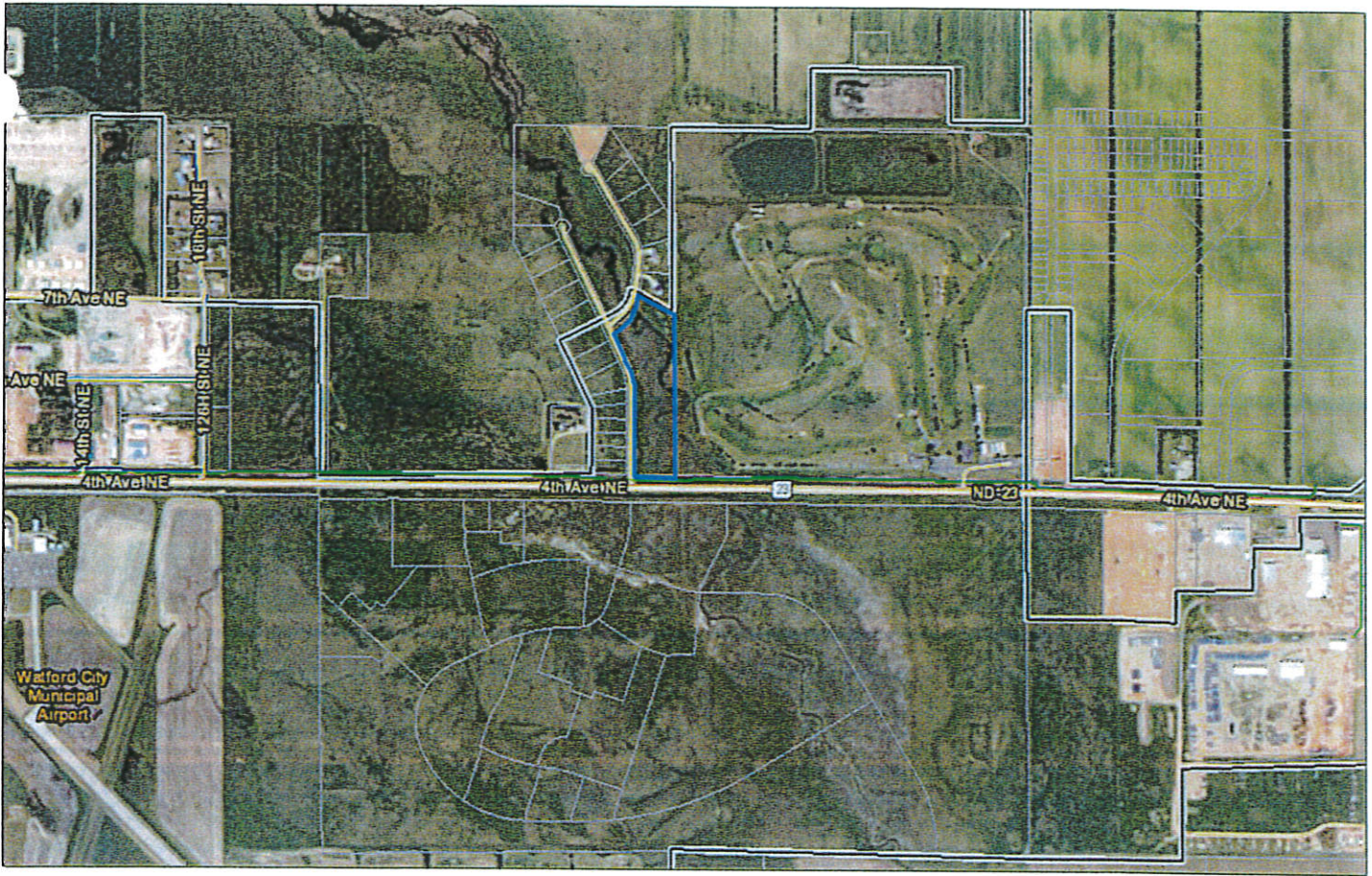
It is recommended that the Watford City Planning Commission **approve** the Kira Stenehjerm Preliminary Subdivision Map Amendment contingent upon the following:

1. Preliminary Plat approval will expire after 12 months if no work towards submittal of a final plat or commencement of construction is undertaken by the applicant.
2. Development Agreement and SIA are finalized before the recordation of Subdivision Final Map.

Contact:

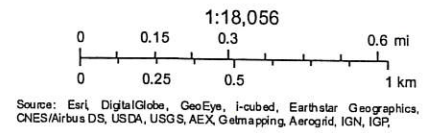
Seth Sampson, Assistant City Planner

Stenehjem Amendment



September 24, 2014

- World Transportation
- Water Reservoir
- Water Main
- Storm Main
- SS Lift Station



City of Waford City