

PLANNING COMMISSION MINUTES
WATFORD CITY, ND
December 27, 2012

The regular monthly meeting of the Watford City Planning Commission was held on December 27, 2012 at 6:00 p.m. at City Hall. In attendance: Chairman Glen Beard, Board members: Rick Holm, Doug Bolken, Shane Homiston and Sonja Johnson. Also present City Planner Curt Moen, City Attorney Wyatt Voll, Dawn Tschetter and Building Inspector Steve Williams. Excused absence Cory Johnson, Jesse Lawrence, and Mildred Williams

With the above mentioned present the Public Hearing was called to order at 6 PM by Glen Beard. Under consideration were the following:

~~Public hearing for the purpose of considering a Conditional Use Permit Application Renewal 1st Renewal Review for Valerie Williams on property located at 315 5th Street NE to allow for home occupation of a Day Care at above described property. Permit withdrawn, no longer needed.~~

Public hearing to hear comment on a Conditional Use Permit Application for Doug Kesler on property located 1402 Main Street South, Section 30, T150N, R98, IT 805-PT Lots 1 & 2, .92 acres. In consideration of an RV Park in C-1 Zone.

Public hearing to hear comment to consider a Zoning Change Application Submitted by Wolf Run Village / Bakken Housing Partners, LLC., for property located at 301 2nd Street SE, Lots 6, 7, 8, 9 and 10 of Replat of Block 2 of Dahl Addition to Watford City from C-1 to R-4 zoning .

Public hearing to hear comment on Zoning Variance application submitted by Wolf Run Village, Inc. / Bakken Housing Partners, LLC., for property located at 301 2nd Street SE, Lots 6, 7, 8, 9, and 10 of Replat Block 2 of Dahl Addition to Watford City, 3.07 acres. Variance reduces setbacks along site boundary 12 ½ feet.

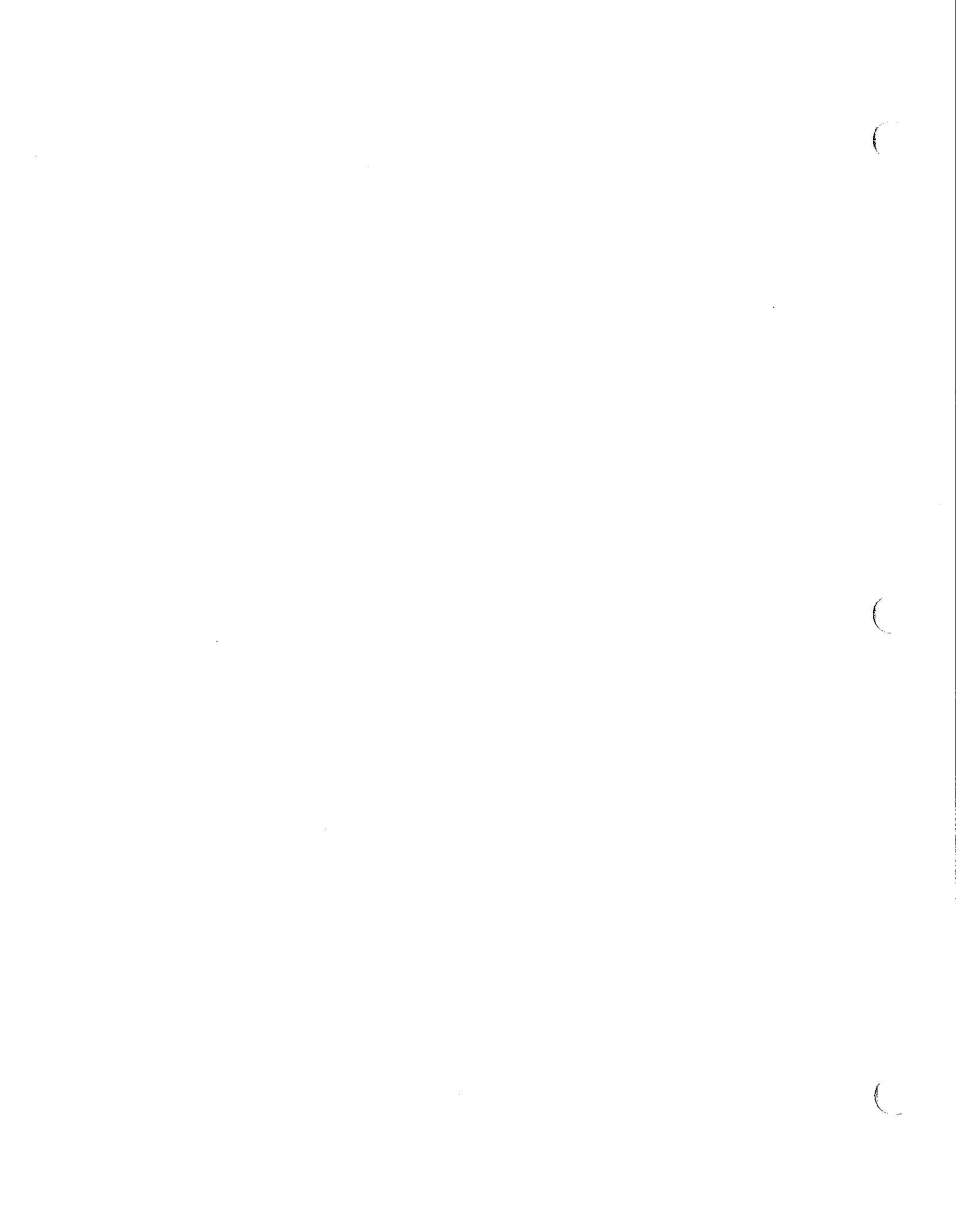
Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 1 Lot 4, 3.83 acres.

~~Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 2 Lot 1, 8.12 acres.~~

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 3 Lot 1, 6.31 acres.

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 4 Lot 1, 7.11 acres.

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 4 Lot 2, 5.35 acres.



Public Hearing to hear comment on Simple Lot Split application submitted by Jarvis Sorenson / Bakken Development Solutions on property located at NW1/4 Section 22, T150N, R98W, 103.82 acres.

Public Hearing to hear comment on Preliminary Subdivision Map application submitted by Auto Property Solutions, LLC. / Robin Greenhagen on property located Section 18, T150N, R98W, IT 2461, .89 acres.

Public Hearing to hear comment on Preliminary Subdivision Map submitted by Wolf Run Village, Inc. / Bakken Housing Partners, LLC., on property located at 301 2nd St SE, Lots 6, 7, 8, 9 and 10 Replat of Block 2 of Dahl Addition to Watford, 3.07 acres.

Public Hearing to hear comment on Preliminary Subdivision Map submitted by Wolf Creek Business Community / John Tennant III on property located SW1/4 Section 18, T150N, R98W, 14.88 acres.

Public Hearing to hear comment on Subdivision Final Map submitted by Farmers Union Oil Company on property located at NE1/4SW1/4 Section 19, T150N, R98W, 12.9 acres.

After discussion Chairman Glen Beard closed the Public Hearing at 6:24 p.m.

The minutes for meeting held on November 26, 2012 were reviewed. S. Homiston moved to approved minutes as presented, seconded by D. Bolken. All ayes; motion carried

UNFINISHED BUSINESS:

1. **Conditional Use Permit Renewal – Valerie Williams**

~~Conditional Use Permit Application Renewal 1st Renewal Review for Valerie Williams on property located at 315 5th Street NE to allow for home occupation of a Day Care at above described property.
-Permit withdrawn, no longer needed.~~

2. **Conditional Use Permit – Doug Kesler**

Moved by S. Homiston to approve the Conditional Use Permit Application for Doug Kesler on property located 1402 Main Street South, Section 30, T150N, R98, IT 805-PT Lots 1 & 2, .92 acres. In consideration of an RV Park in C-1 Zone. This approval is contingent on the applicant has 4 months to transition to employee housing only. Seconded by D. Bolken and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

3. **Zone Change – Wolf Run Village / Bakken Housing Partners, LLC.**

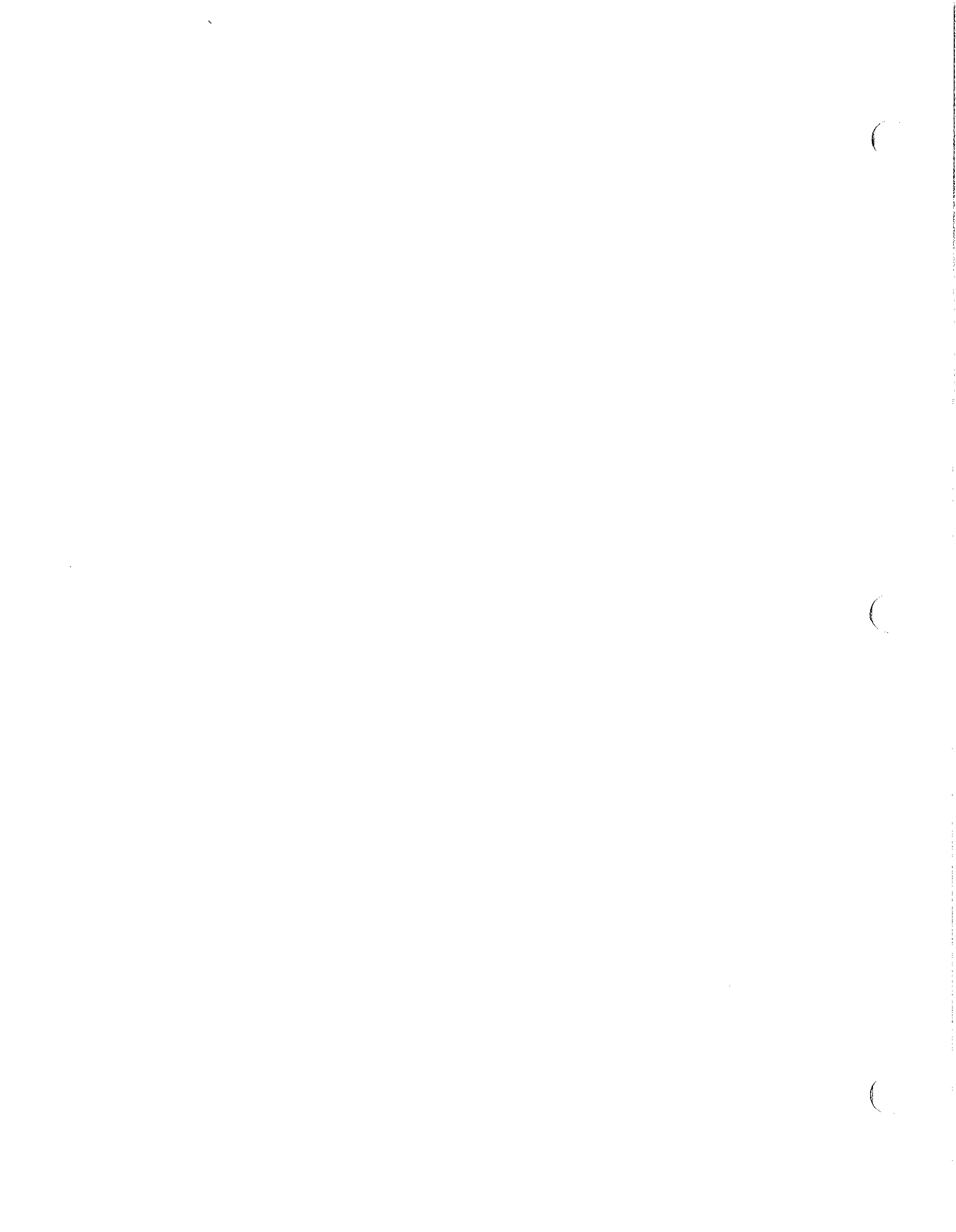
Moved by S. Homiston to approve a Zoning Change Application Submitted by Wolf Run Village / Bakken Housing Partners LLC, for property located at 301 2nd Street SE, Lots 6, 7, 8, 9 and 10 of Replat of Block 2 of Dahl Addition to Watford City from C-1 to R-4 zoning. Seconded by D. Bolken and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

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4. **Variance – Wolf Run Village / Bakken Housing Partners, LLC.**
Moved by D. Bolken to approve a Zoning Variance Application Submitted by Wolf Run Village / Bakken Housing Partners, LLC, for property located at 301 2nd Street SE, Lots 6, 7, 8, 9 and 10 of Replat of Block 2 of Dahl Addition to Watford City. Variance reduces setbacks along site boundary 12 ½ feet. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
5. **Simple Lot Split – CKW Properties / Kirk Wold**
Moved by D. Bolken to approve a Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 1 Lot 4, 3.83 acres. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
6. **Simple Lot Split – CKW Properties / Kirk Wold**
Moved by S. Homiston to approve a Simple Lot Split application submitted by CKS Properties / Kirk Wold for South Park Addition Block 2 Lot 1, 8.12 acres. Seconded by S. Johnson and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
7. **Simple Lot Split – CKW Properties / Kirk Wold**
Moved by R. Holm to approve a Simple Lot Split application submitted by CKS Properties / Kirk Wold for South Park Addition Block 3 Lot 1, 6.31 acres. Seconded by D. Bolken and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
8. **Simple Lot Split – CKW Properties / Kirk Wold**
Moved by S. Homiston to approve a Simple Lot Split application submitted by CKS Properties / Kirk Wold for South Park Addition Block 4 Lot 1, 7.11 acres. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
9. **Simple Lot Split – CKW Properties / Kirk Wold**
Moved by D. Bolken to approve a Simple Lot Split application submitted by CKS Properties / Kirk Wold for South Park Addition Block 4 Lot 2, 5.35 acres. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.
10. **Simple Lot Split – Jarvis Sorenson / Bakken Development Solutions**
Moved by D. Bolken to approve a Simple Lot Split application submitted by Jarvis Sorenson / Bakken Development Solutions on property located at NW1/4 Section 22, T150N, R98W, 103.82 acres. Seconded by S. Johnson and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.



11. **Preliminary Subdivision Map – Auto Property Solutions / Robin**

Greenhagen

Moved by S. Homiston to approve a Preliminary Subdivision Map submitted by Auto Property Solutions, LLC. / Robin Greenhagen on property located Section 18, T150N, R98W, IT 2461, .89 acres. Seconded by S. Johnson and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

12. **Preliminary Subdivision Map – Wolf Run Village / Bakken Housing**

Partners, LLC.

Moved by D. Bolken to approve a Preliminary Subdivision Map submitted by Wolf Run Village, Inc. / Bakken Housing Partners, LLC., on property located at 301 2nd St SE, Lots 6, 7, 8, 9 and 10 Replat of Block 2 of Dahl Addition to Watford, 3.07 acres. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

13. **Preliminary Subdivision Map – Wolf Creek Business Community / John**

Tennant III

Moved by D. Bolken to approve a Preliminary Subdivision Map submitted by Wolf Creek Business Community / John Tennant III on property located SW1/4 Section 18, T150N, R98W, 14.88 acres. Seconded by S. Homiston and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

14. **Final Subdivision Plat Application – Farmers Union Oil Company**

Moved by D. Bolken to approve a Subdivision Final Map submitted by Farmers Union Oil Company on property located at NE1/4SW1/4 Section 19, T150N, R98W, 12.9 acres contingent on a completed and approved development agreement.. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, and S. Homiston. Motion Carried.

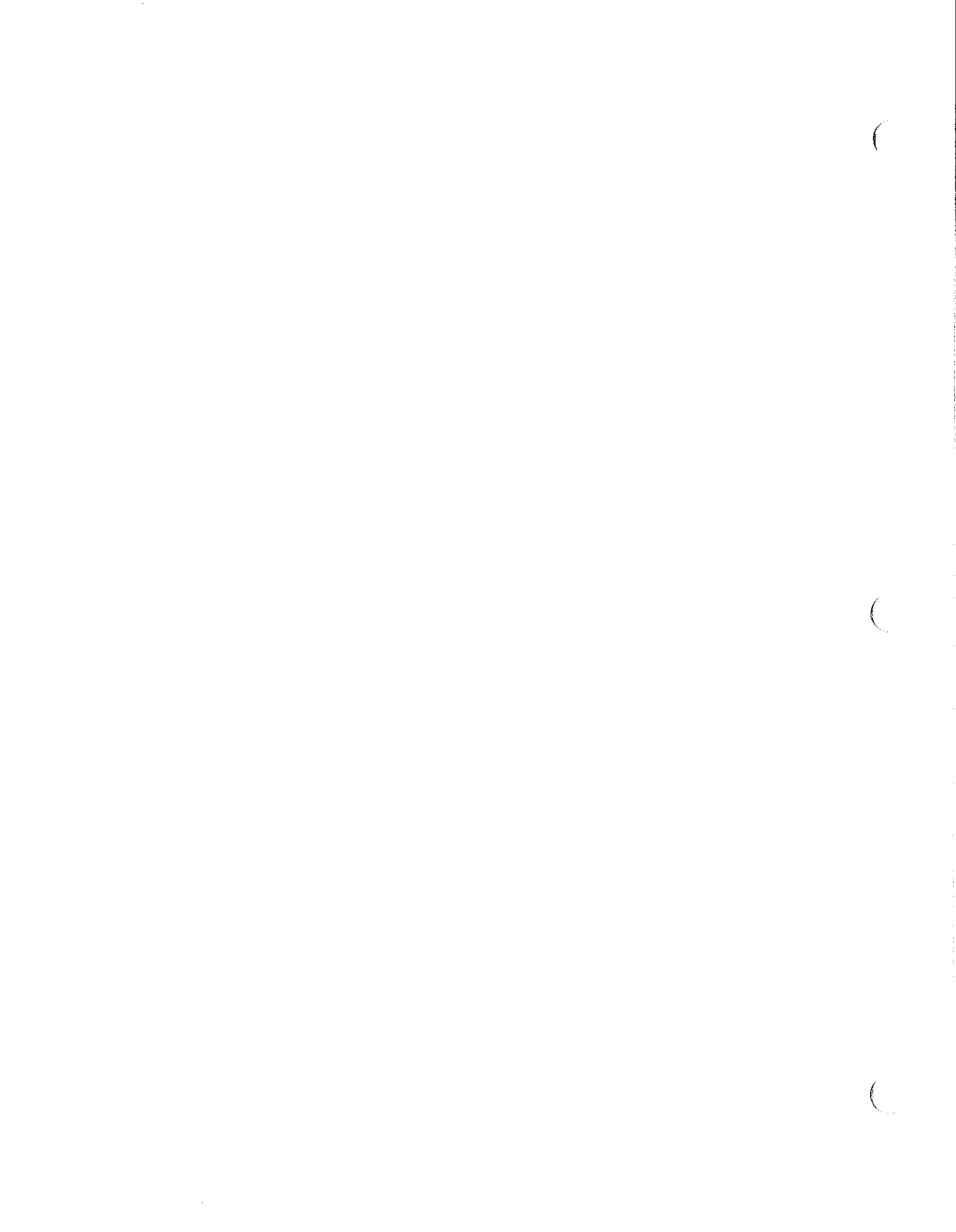
NEW BUSINESS:

1. Article XXI – Sign Regulations – CF Zone

BUILDING PERMITS:

Building Permits for late November and December were reviewed


2480	Nov	Vericel Verizon Wireless	611 4th Ave NW	82-46-08000	Monopole Tower equip/shelter	\$80,000.00	11/19/12	\$850.00	Chk#1345
2481	Nov	Wolf Run Village	301 2nd St SE	82-24-02100	demolition		11/30/12		
2482	Dec	JDM Development Group	324 3rd St NW	82-03-06000	Redo flooring, finish basement	\$15,000.00	12/10/12	\$247.00	Chk #5164
2483	Dec	Melland	313 7th Ave NW	82-53-01200	Reroof	\$14,000.00	12/11/12	\$233.00	Chk# 2139
Mission Building Permits Generic Form for Building Permit Book.xls									
Building Permits 2012									
No.	Month	Applicant	Address	Parcel #	Description	Value	Date	Fee	PD
2484	Dec	Pilot Flying J	1170 11th Ave SW	11-00-09835	Blkg. remodel, window, move wells, egress	\$15,700.00	12/12/12	\$256.80	Cash
2485	Dec	Farmers Union	501 6th Ave SE	20-00-12640	New construction, gas station	\$5,500,000.00	12/18/12	\$19,000.00	



ADJOURNMENT:

R. Holm moved to adjourn, S. Homiston seconded motion. All ayes, Motion carried. No further business, the meeting was adjourned at 6:45 pm

Glen Beard
Chairman



Dawn Tschetter
Secretary Pro-tem

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CITY OF WATFORD CITY

P.O. BOX 494

WATFORD CITY, NORTH DAKOTA 58854

AGENDA

Thursday, December 27, 2012

PLANNING COMMISSION

City Hall @ 6:00 P.M.

Call to Order Public Hearing

~~Public hearing for the purpose of considering a Conditional Use Permit RENEWAL submitted by Valerie Williams on property located at 316 5th St NE, Lot 23 - Seibold Addition to Watford City. In consideration to operate as a home occupation for a Day Care.~~

Public hearing to hear comment on an Conditional Use Application submitted by Doug Kesler on property located 1402 Main St. South, Section 30, T150, R98, IT 805-PT Lots 1&2 .92 acres. In consideration of an RV park in C-1 zone.

Public hearing to hear comment on an Amendment to the Zoning Change Application submitted by Wolf Run Village, Inc. / Bakken Housing Partners, LLC. The Amendment will re-zone property located at 301 2nd St SE, Lots 6, 7, 8, 9 and 10 of Replat of Block 2 of Dahl Addition to Watford from C1 zoning to R4.

Public hearing to hear comment to consider a Zoning Variance application submitted by Wolf Run Village, Inc. / Bakken Housing Partners, LLC., for property located at 301 2nd St SE, Lots 6, 7,8,9 and 10 of Replat of Block 2 of Dahl Addition to Watford, 3.07 acres. Variance reduces setbacks along site boundary to 12 ½ feet.

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 1 Lot 4, 3.83 acres.

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 2 Lot 1, 8.12 acres.

Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 3 Lot 1, 6.31 acres.

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Public Hearing to hear comment on Simple Lot Split application submitted by CKW Properties / Kirk Wold for South Park Addition Block 4 Lot 2, 5.35 acres.

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Public Hearing to hear comment on Preliminary Subdivision Map submitted by Wolf Creek Business Community / John Tennant III on property located SW1/4 Section 18, T150N, R98W, 14.88 acres.

Public Hearing to hear comment on Subdivision Final Map submitted by Farmers Union Oil Company on property located at NE1/4SW1/4 Section 19, T150N, R98W, 12.9 acres.

Call to Order Regular Meeting

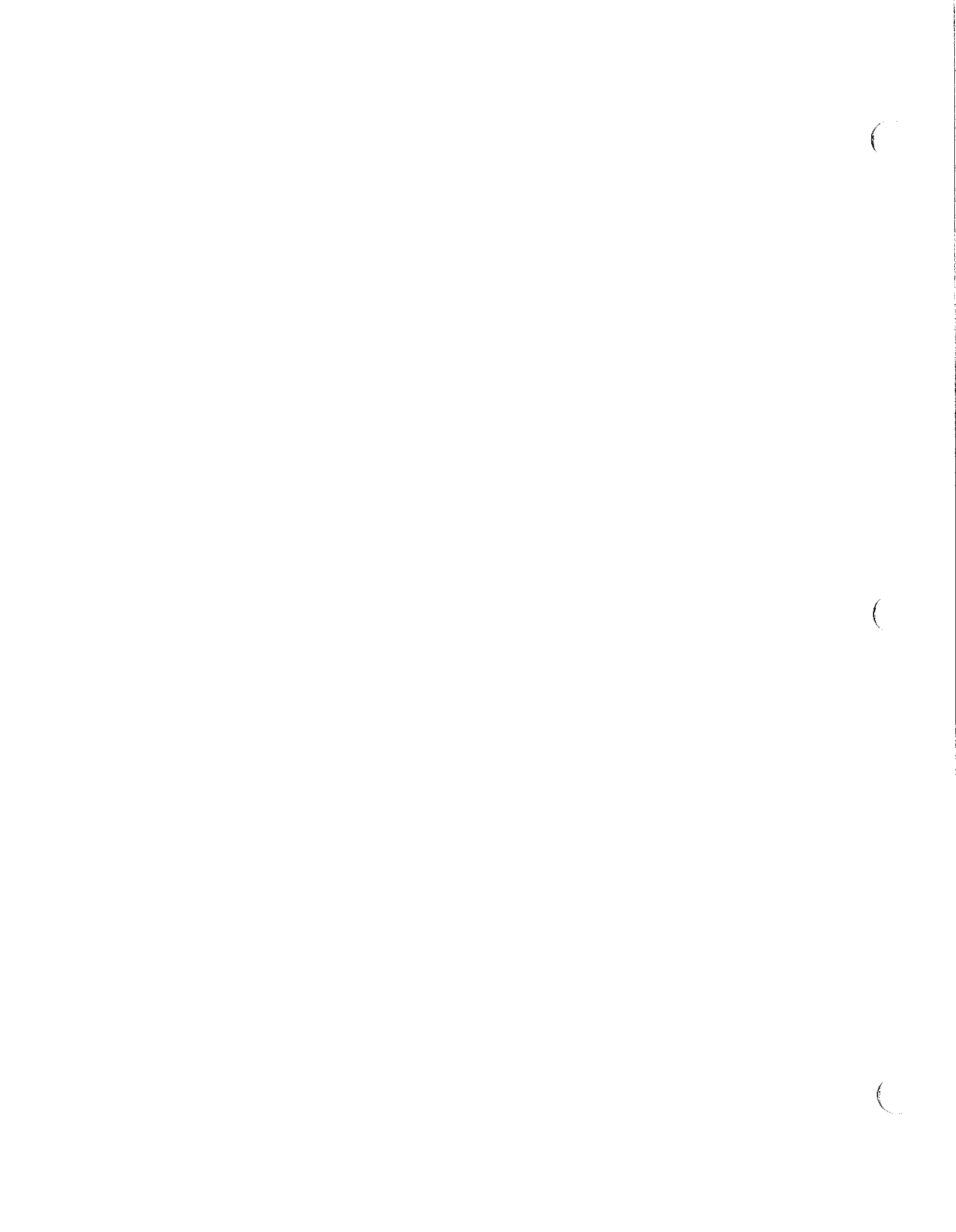
Minutes of November 26, 2012 Meeting

Unfinished Business:

1. ~~Conditional Use Permit Renewal – Valerie Williams~~
2. Conditional Use Permit – Doug Kesler
3. Zone Change – Wolf Run Village / Bakken Housing Partners, LLC.
4. Variance – Wolf Run Village / Bakken Housing Partners, LLC.
5. Simple Lot Split – CKW Properties / Kirk Wold
6. Simple Lot Split – CKW Properties / Kirk Wold
7. Simple Lot Split – CKW Properties / Kirk Wold
8. Simple Lot Split – CKW Properties / Kirk Wold
9. Simple Lot Split – CKW Properties / Kirk Wold
10. Simple Lot Split – Jarvis Sorenson / Bakken Development Solutions
11. Preliminary Subdivision Map – Auto Property Solutions / Robin Greenhagen
12. Preliminary Subdivision Map – Wolf Run Village / Bakken Housing Partners, LLC.
13. Preliminary Subdivision Map – Wolf Creek Business Community / John Tennant III
14. Final Subdivision Plat Application – Farmers Union Oil Company

New Business:

Article XXI- Sign Regulations – CF zoning



Review Building Permit

2480	Nov	Vericitel Verizon Wireless	611 4th Ave NW	82-46-08000	Monopole Tower equip/shelter	\$90,000.00	11/19/12	\$850.00	Chk#1345
2481	Nov	Wolf Run Village	301 2nd St SE	82-24-02100	demolition		11/30/12		
2482	Dec	JDM Development Group	324 3rd St NW	82-03-06000	Redo flooring, finish basement	\$15,000.00	12/10/12	\$247.00	Chk #5164
2483	Dec	Melland	313 7th Ave NW	82-53-01200	Reroof	\$14,000.00	12/11/12	\$233.00	Chk# 2139

mission\Building Permits\Generic Form for Building Permit Book.xls

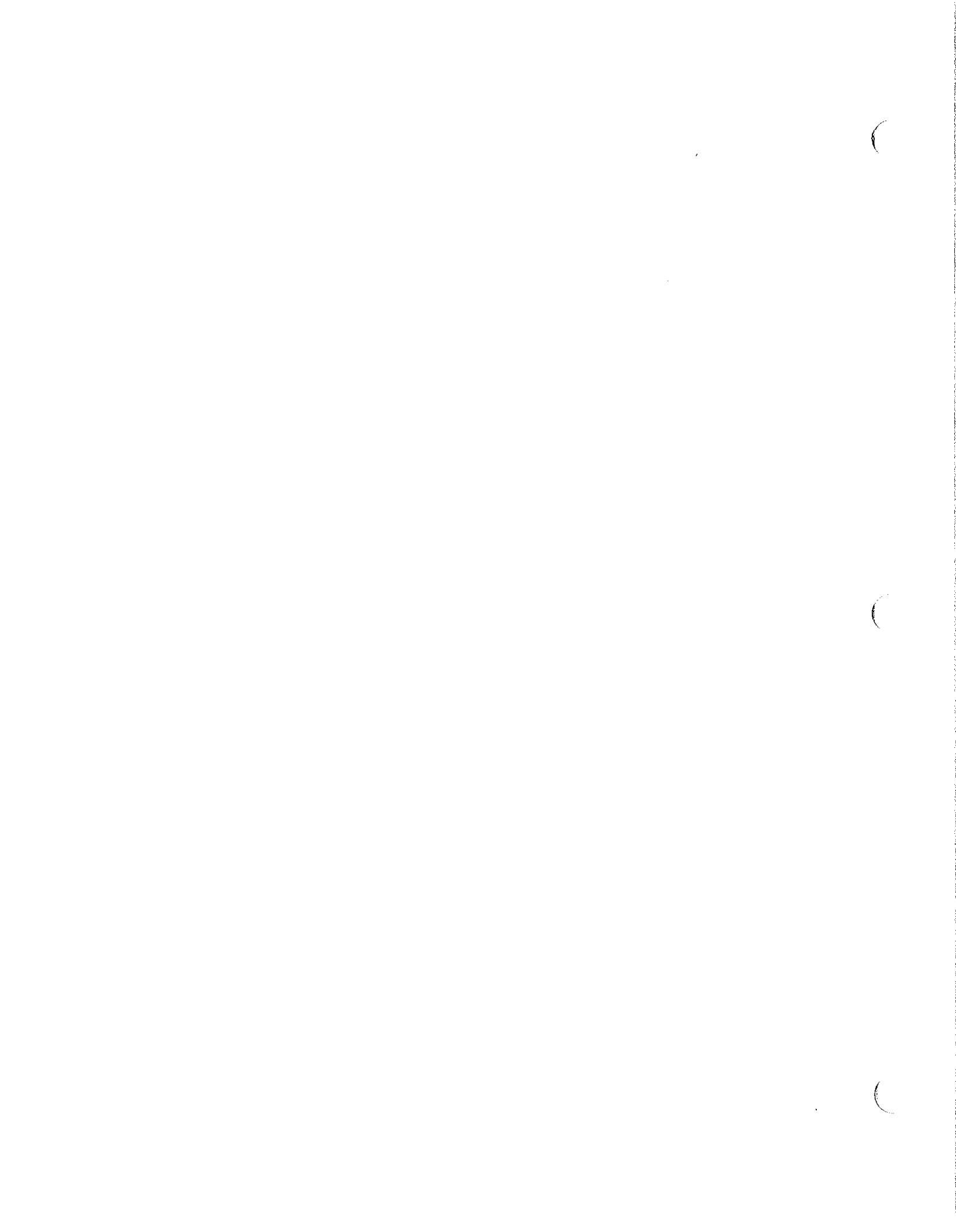
Building Permits 2012

No.	Month	Applicant	Address	Parcel #	Description	Value	Date	Fee	PD
2484	Dec	Pilot Flying J	1170 11th Ave SW	11-00-09635	Bldg. remodel, window, move walls, egress	\$15,700.00	12/12/12	\$256.80	Cash
2485	Dec	Farmers Union	501 6th Ave SE	20-00-12640	New construction, gas station	\$5,500,000.00	12/18/12	\$19,000.00	

Adjournment

Mildred Williams
Secretary/Planning Assistant

*****If you are not able to attend a Planning Commission meeting, please notify Mili prior to the meeting*****



PLANNING COMMISSION MINUTES
WATFORD CITY, ND
November 26, 2012

The regular monthly meeting of the Watford City Planning Commission was held on November 26, 2012 at 6:00 p.m. at City Hall. In attendance: Chairman Glen Beard, Board members: Jesse Lawrence, Cory Johnson, Rick Holm, Doug Bolken and Sonja Johnson. Also present City Planner Curt Moen, City Attorney Wyatt Voll, Building Inspector Steve Williams and Planning Assistant Mildred Williams. Excused absence Shane Homiston.

With the above mentioned present the Public Hearing was called to order at 6:01 PM by Glen Beard. Under consideration were the following:

Public hearing for the purpose of considering a Conditional Use Permit Application Renewal for CCS Midstream Services, LLC on property located at 504 13th Ave SW, Lot 7 & 8, Block 2, Old West Subdivision in Ideal Township, McKenzie County to allow for temporary workforce housing at above described property.

Public hearing to hear comment on a Conditional Use Permit Application Renewal for T & R Trucking on property W1/2NE1/4 of Section 25, T150N, R99W, Lots 1,2,3,6,7,8, and 9. In consideration to allow for workforce housing

Public hearing to hear comment on Conditional Use Permit Application submitted by Western Area Water Supply/Jaret Wirtz, on property located Section 15, T150N, and R98W, Highway 1806 & 23. In consideration of free standing 80 ft. tower for telemetry, and bulk water sales facility.

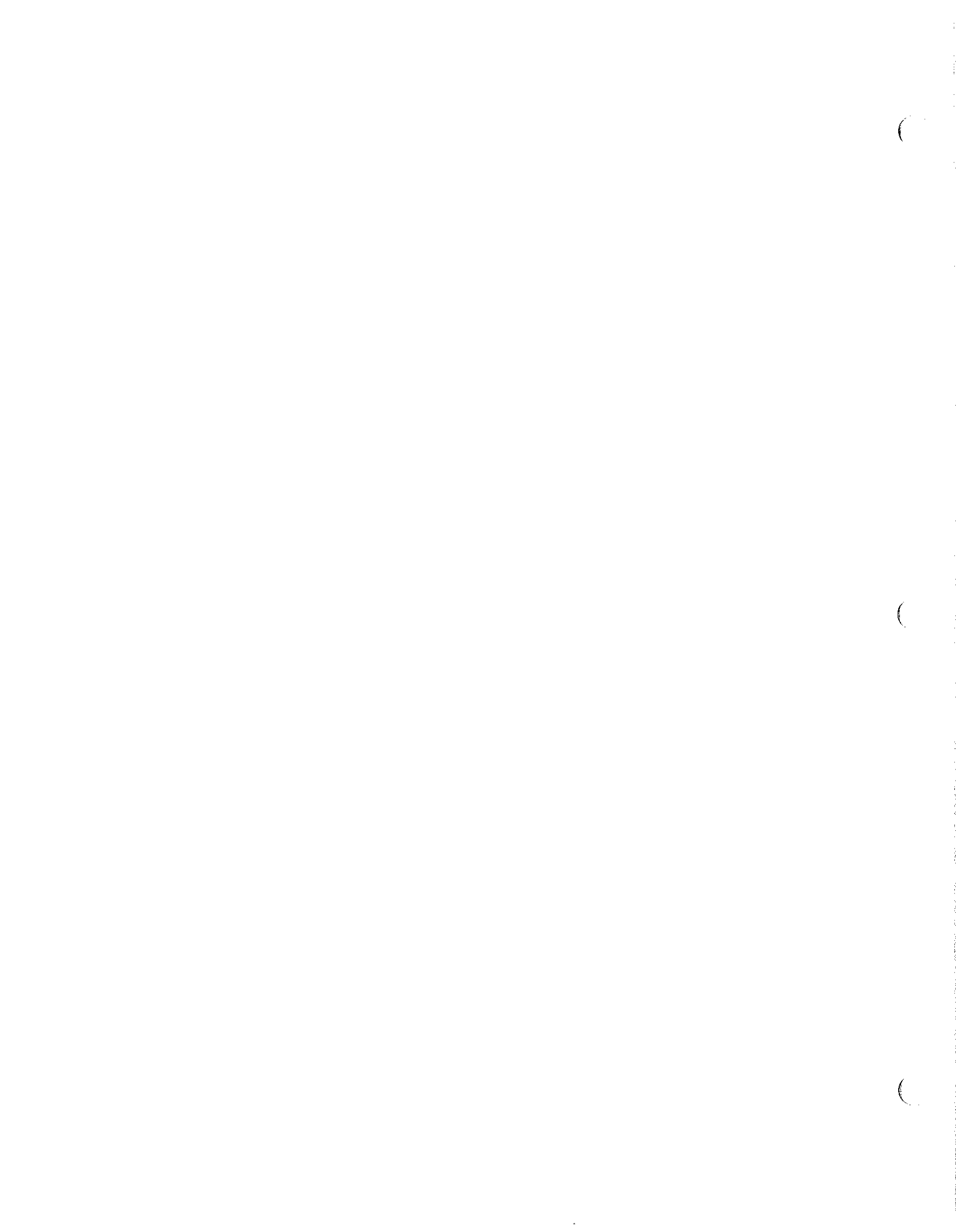
Public hearing to hear comment on Conditional Use Permit Application submitted by Western Area Water Supply/Jaret Wirtz, on property located Section 13, T150N, and R99W, IT 179 PT SWSE Water Tanks. In consideration of free standing 60 ft. tower for telemetry.

Public hearing to hear comment on a Conditional Use Permit Application submitted by SSID, LLC. / Robert Trupe for property located at 1005 S. Main St. In consideration of employee housing.

Public hearing to hear comment on a Conditional Use Permit Application submitted by Joseph and Margaret Girard Family Trust/US Forest Service, on property located at 1901 S. Main St., 4.9 acres. In consideration of employee housing.

Public hearing to hear comment on a Conditional Use Permit Application submitted by JDM Development Group, LLC. / Michael Jelsing for property located at 324 3rd St NW. In consideration of temporary dental office in home.

Public hearing to hear comment on a Preliminary Subdivision Plat Application submitted by Farmers Union Oil Company for property located NE1/4SW1/4 of Section 19, T150N, R98W, 12.9 acres.



Public hearing to hear comment on a Simple Lot Split submitted by Western Area Water Supply/Jaret Wirtz for property located NW1/4 Section 15, T150N, R98W Highway 1806 & 23.

Public hearing to hear comment on an Amendment to the Zoning Change Application submitted by SSID, LLC/Robert Trupe. The Amendment will re-zone property located at 1005 S. Main St., SE1/4SE1/4 Section 24, T150N, and R99W from A-2 to C-1

Public hearing to hear comment on an Amendment to the Zoning Change Application submitted by Joseph and Margaret Girard Family Trust/US Forest Service. The Amendment will re-zone property located at 1901 S. Main St., NE1/4SE1/4 Section 25, T150N, R99W, IT #827, 1136, and 1688 from A-2 to C-1

Public hearing to hear comment on an Amendment to the Zoning Change Application submitted by Western Area Water Supply/Jaret Wirtz. The Amendment will re-zone property located at NW1/4 Section 15, T150N, R98W, Highway 1806 & 23 from A-2 to C-1.

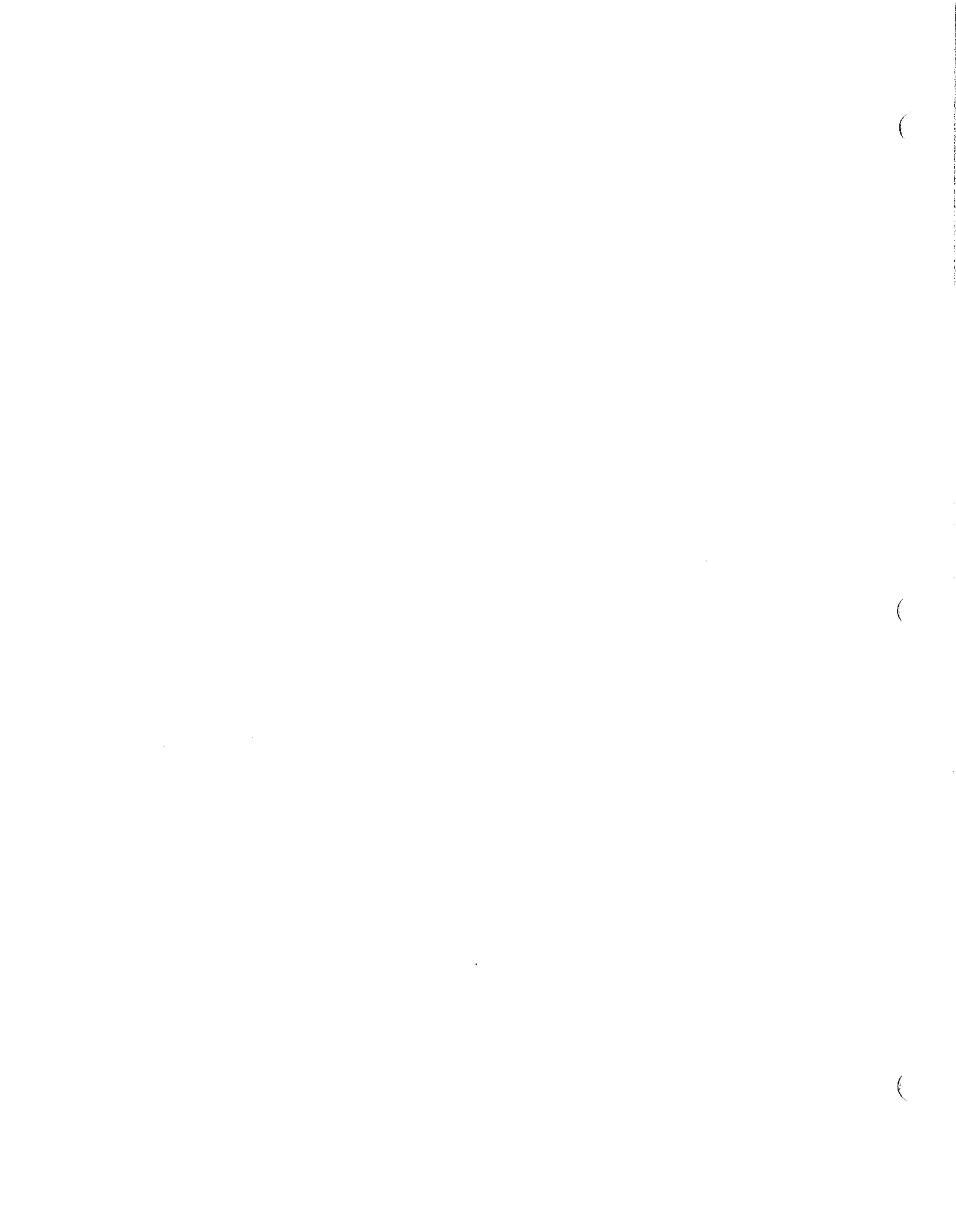
Public hearing to hear comment on an Amendment to the Zoning Change Application submitted by Doug Kesler. The Amendment will re-zone property located at 1402 Main St. S., Section 30, T150, R98, IT 805-PT Lots 1&2 .92 acres from A-2 to C-1.

After discussion Chairman Glen Beard closed the Public Hearing at 6:15 p.m.

The minutes for meeting held on October 30, 2012 were reviewed. D. Bolken moved to approved minutes as presented, seconded by C. Johnson. All ayes; motion carried

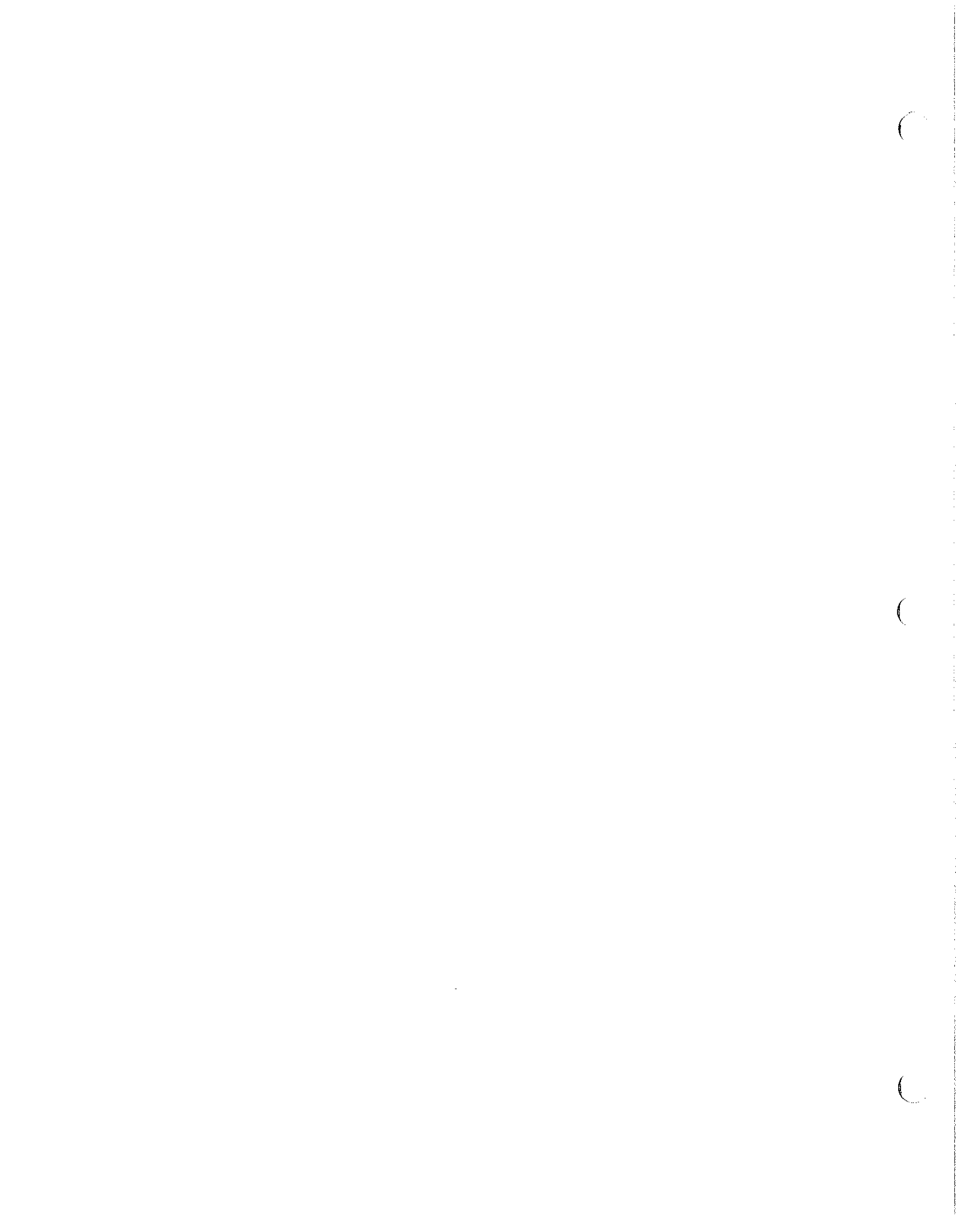
UNFINISHED BUSINESS:

1. **Conditional Use Permit Renewal – CCS Midstream Services** Moved by C. Johnson to recommend to City Council to approve 1st annual renewal of Conditional Use Permit originally applied for in November 2011 for temporary workforce housing on property located at 504 13th Ave SW, Lot 7 & 8 of Block 2 Old West Subdivision in Ideal Township. Property currently owned by Tervita. Seconded by S. Johnson and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.
2. **Conditional Use Permit Renewal – T&R Trucking** Application for Conditional Use Permit on property located at W1/2NE1/4 Section 25, T150N, R99W Lots 1,2,3,6,7,8 and 9 expired November 2012; applicant did not reapply for permit. Letter regarding expiration sent 11/16/12 to Scott Patton T&R Trucking.
3. **Conditional Use Permit – Western Area Water Supply/Jaret Wirtz** Moved by D. Bolken to recommend to City Council to approve Conditional Use Permit of free standing 80 ft. tower for telemetry and construction of bulk water sales facility for property located Section 15, T150N, R98W Hwy 1806 & 23. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.



4. **Conditional Use Permit – Western Area Water Supply/Jaret Wirtz** Moved by C. Johnson to recommend to City Council approval of Conditional Use Permit of a free standing 60 ft. tower for telemetry on property located at 608 4th Ave NW. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.
5. **Conditional Use Permit – SSID, LLC/Robert Trupe** Moved by D. Bolken to recommend to City Council approval of Conditional Use Permit submitted by SSID, LLC. /Robert Trupe for employee housing. Approval is contingent on SSID, LLC. not utilizing their county issued liquor license until an approved mechanism is in place for a license to be issued by the City of Watford City. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried with stipulation of no liquor sales.
6. **Conditional Use Permit – Joseph and Margaret Girard Family Trust/US Forest Service** Moved by D. Bolken to recommend to City Council approval of Conditional Use Permit submitted by Joseph and Margaret Girard Family Trust/US Forest Service for employee housing on property located at 1901 S. Main St., 4.9 acres. Seconded by J. Lawrence and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.
7. **Conditional Use Permit – JDM Development Group, LLC/Michael Jelsing** Moved by C. Johnson to recommend to City Council approval of Conditional Use Permit submitted by JDM Development Group, LLC/Michael Jelsing for temporary dental office in home for term of 12 months to begin upon completion of remodel to accommodate 4 dental chairs. Mr. Jelsing submitted written approval of surrounding property owners accepting the proposed use of the property. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried
8. **Preliminary Subdivision Plat Application – Farmers Union Oil Company** Moved by D. Bolken to recommend to City Council approval of Preliminary Subdivision Plat submitted by Farmers Union Oil Company on property located NE1/4SW1/4 Section 19, T150N, R98W, 12.9 acres. Seconded by C. Johnson and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.

9. **Simple Lot Split – Western Area Water Supply/Jaret Wirtz** Moved by R. Holm to recommend to City Council approval of Simple Lot Split submitted by Western Area Water Supply/Jaret Wirtz on property located NW1/4 Section 15, T150N, R98W Hwy 1806 & 23. Application submitted as 5 acres, amended to 10 acres. WAWS will submit revised map with legal description. Seconded by D. Bolken and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried with stipulation of corrected plat be submitted.



10. **Zone Change - SSID, LLC/Robert Trupe** Moved by D. Bolken to recommend to City Council approval of Zone Change Application submitted by SSID, LLC./Robert Trupe to change from A-2 to C-1 for property located at 1005 S. Main St., .50 acres. Seconded by R. Holm and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson, and J. Lawrence. Motion Carried.
11. **Zone Change - Joseph and Margaret Girard Family Trust/US Forest Service** Moved by C. Johnson to recommend to City Council approval of Zone Change Application submitted by Joseph and Margaret Girard Family Trust/US Forest Service to change zoning from A-2 to C-1 for property located at 1901 S. Main St., 4.942 acres. Seconded by J. Lawrence and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.
12. **Zone Change - Western Area Water Supply/Jaret Wirtz** Moved by D. Bolken to recommend to City Council approval of Zone Change Application submitted by WAWS/Jaret Wirtz to change zoning from A-2 to C-1 on property located at NW1/4 Section 15, T150N, R98W, Highway 1806 & 23, 5 acres. Seconded by J. Lawrence and carried by the following roll call vote: ayes; S. Johnson, R. Holm, D. Bolken, C. Johnson and J. Lawrence. Motion Carried.
13. **Zone Change - Doug Kesler** Zone Change application tabled. Applicant to submit application for Conditional Use Permit for RV Park in a C-1 zone and to bring property usage into compliance with City Ordinances.

BUILDING PERMITS:

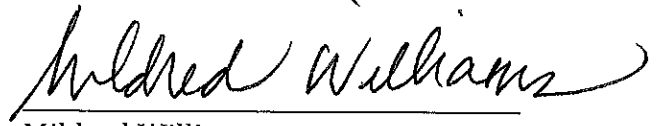
Building Permits for late October and November were reviewed

ADJOURNMENT:

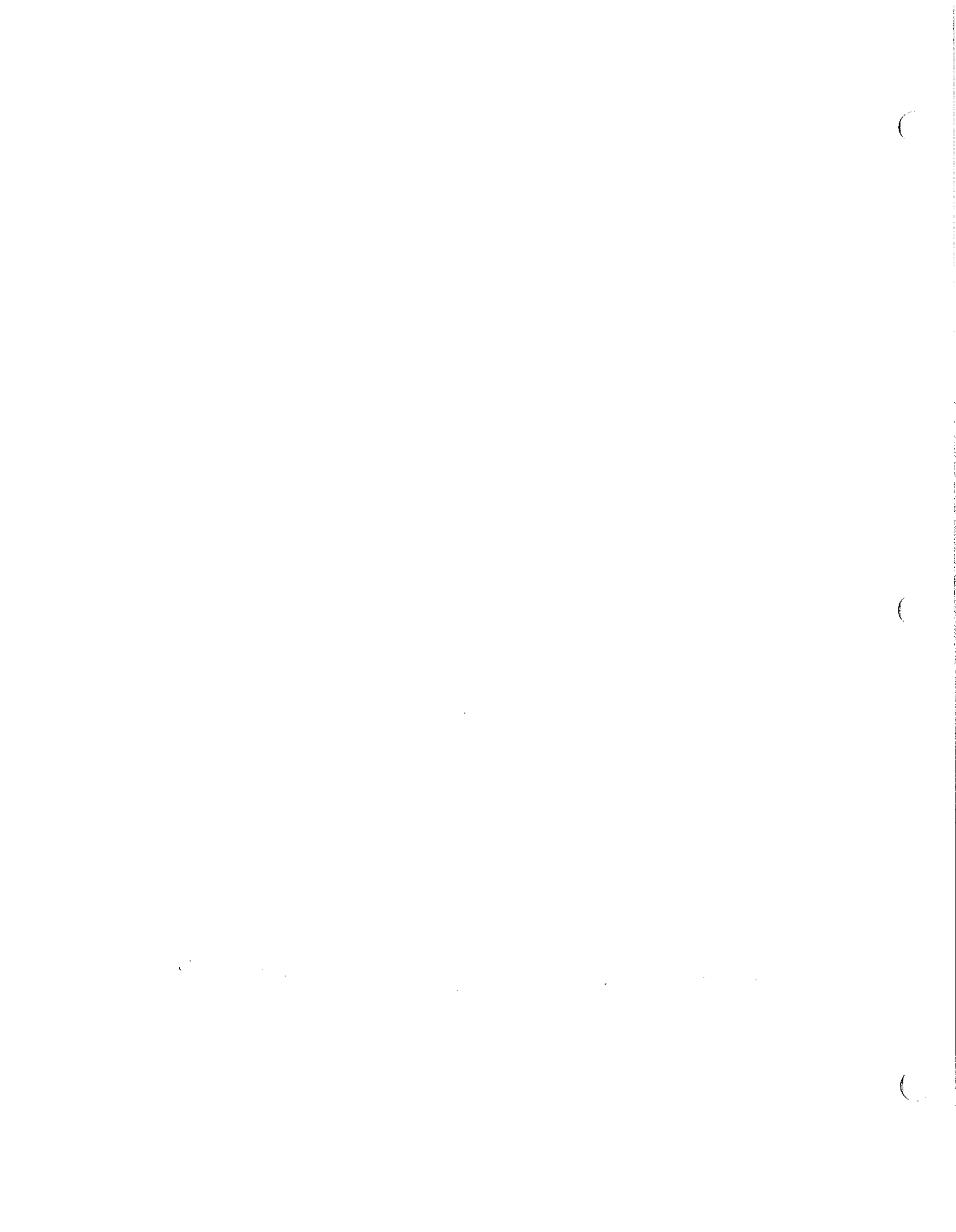
R. Holm moved to adjourn, J. Lawrence seconded motion. All ayes, Motion carried. No further business, the meeting was adjourned at 7:50pm



Glen Beard
Chairman



Mildred Williams
Secretary



LAND USE APPLICATION

Watford City Planning Department

See Reverse for Submittal Requirements

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

APPLICATION TYPE:	DATE FILED: 11/29/12	APPLICATION NUMBER:
<input type="checkbox"/> ZONE CHANGE - \$200.00 fee	PROCESSES BY: MW	MEETING DATES: P&Z: 12/27 CC: 01/7/13
<input checked="" type="checkbox"/> CONDITIONAL USE PERMIT - \$350.00 fee plus publishing cost	FEE: 350.-	ADVERTISE DATE: 12/12/12
<input type="checkbox"/> VARIANCE - \$200.00 fee	RECEIPT #: CH# 7232	PROPERTY OWNERS NOTIFIED:
<input type="checkbox"/> STREET NAME CHANGE	SECTION/TOWNSHIP/RANGE: Sect 30 T150 R98	
<input type="checkbox"/> VACATION and ABANDONMENT	RELATED CASE NOS: 2C 34-2012	
<input type="checkbox"/> SIMPLE LOT SPLIT - \$450.00	FINAL ACTION MEMORANDUM ISSUED:	DOES THIS USE CONFORM TO THE MASTER PLAN?

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: Doug Kessler

APPLICANT: Doug Kessler

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

NAME: Doug Kessler
ADDRESS: 4200 Carmell Pl
CITY: West Fargo STATE: ND ZIP CODE: 58078
TELEPHONE: 701-491-2891 EMAIL: dougbigfoot@live.com
ASSESSOR'S PARCEL NUMBER(S): 20-00-20200
LEGAL DESCRIPTION: 1/2 805-PT lots 1+2
PROPERTY ADDRESS AND NEAREST CROSS STREETS: 1402 Main St. South
GROSS/NET ACREAGE: .92 PRESENT ZONE CLASSIFICATION: A2
DESIRED ZONE CLASSIFICATION: C-1 CURRENT LAST USE:

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

RV park in C-1 zone.

DESCRIBE THE SOURCE OF WATER/SEWER: City services

Do you have a will serve letter YES NO

Justification Letter

Planning board members,

The property is currently being used by me as a shop for my plumbing business since I purchased it in May 2011.

There were already RV spots being rented here when I took it over and I have continued that use.

In the next year I intend to put a permanent structure and be rid of the RV usage.

Respectfully submitted,
Doug Kesler

Surrounding Land Use Inventory:

West: Zoning - A-2, McKenzie County
Use - Residential/Commercial
South: Zoning - A-2, McKenzie County
Use - Residential/Commercial
North: Zoning - A-2, McKenzie County
Uses - Residential/Commercial
East: Zoning - A-2, McKenzie County
Uses - Agricultural

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.

Site Development

Access: The property is accessible from Hwy 85 S.

Sewer: There is access to city sanitary sewer mains from the property.

Water: There is access to city water mains from the property.

Analysis: The proposed conditional use will provide for the continued use of the existing RV park. Mr. Kessler is required to bring the property into compliance with all State and City regulations regarding RV parks.

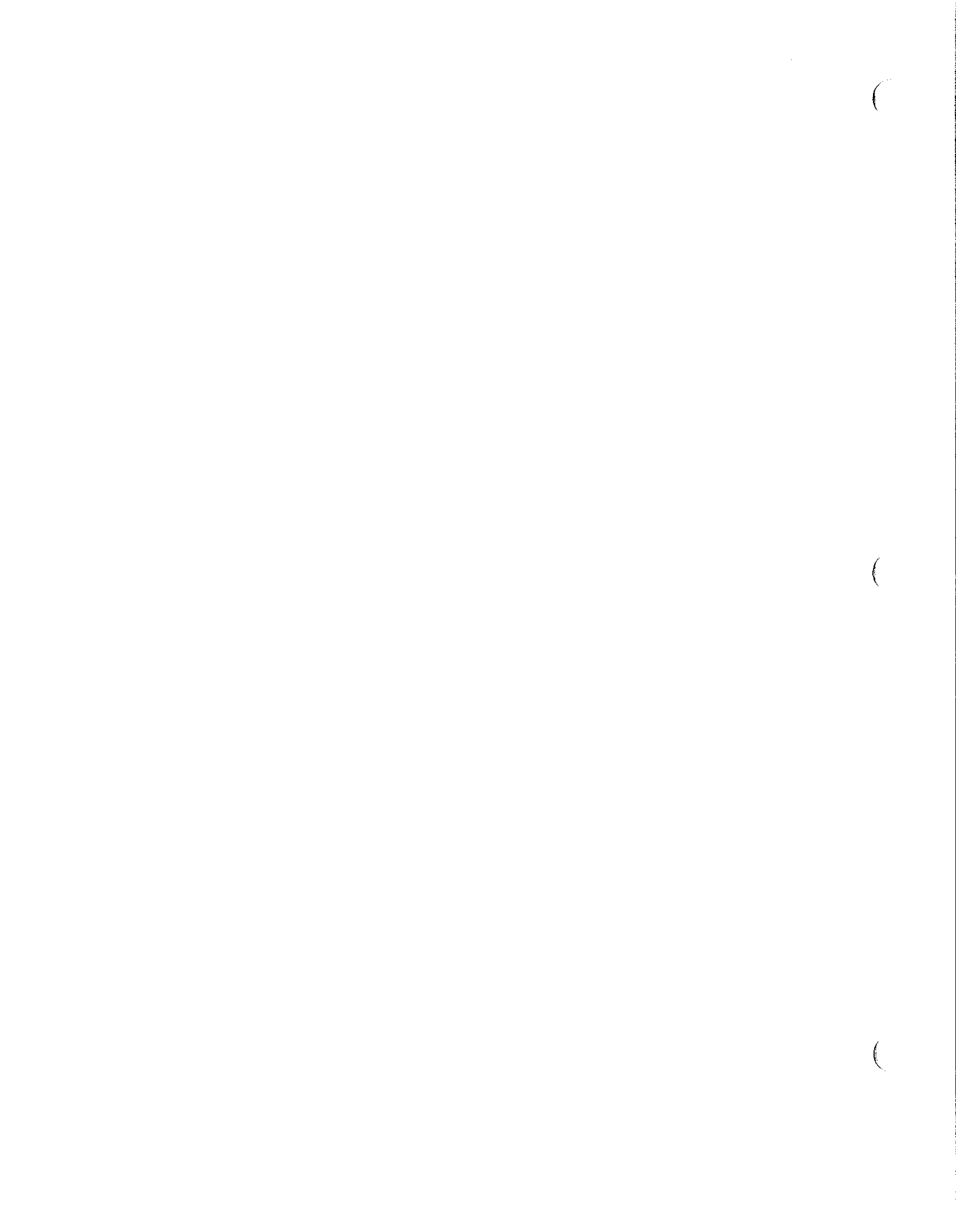
Recommendation:

Staff recommends **approval** of the conditional use subject to the following conditions:

1. The conditional use permit will allow only factory manufactured campers and DOT approved recreational vehicles. No non-factory housing shall be permitted.
2. The conditional use permit is based on the number of spaces allowed per the lot size and shall not be expanded nor the intensity increased.
3. The conditional use permit shall be specific as to number of parking spaces to be provided. A minimum of 2 off-street parking spaces per site shall be provided.
4. A dust palliative should be required to be applied to parking areas from May through October.
5. Parking areas shall be surfaced with a minimum of 6" of crushed aggregate, not scoria. Scoria may be used as a base course for the final surfacing.
6. Conditional Use Permit will expire after 6 months if no action is taken.
7. Conditional Use Permit shall be reevaluated after 1 year.
8. The RV park must be licensed by the State of North Dakota within 60 days or the CUP will be revoked.

Contact:

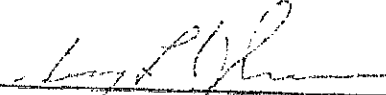
Curtis Moen
City Planner/Zoning Administrator
City of Watford City
(701) 444-2533



peaceable possession of the Grantees.

Dated this 4 day of May, 2011.

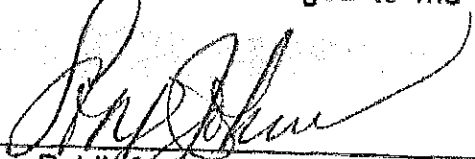
GRANTORS:


GARY L. JORDAN, individually and as attorney-in-fact for WILDA MARLEEN JORDAN, A/K/A MARLEEN JORDAN, A/K/A WILDA M. JORDAN

STATE OF NORTH DAKOTA)
 :SS.
COUNTY OF McKENZIE)

On this 4 day of May, 2011, before me, a notary public, personally appeared Gary L. Jordan, individually and as attorney-in-fact for Wilda Marleen Jordan a/k/a Marleen Jordan a/k/a Wilda M. Jordan, who acknowledged to me his execution of the foregoing instrument.

(SEAL)


Notary Public for the State of North Dakota
My Commission Expires: _____

I certify that a report of the full consideration paid for the property described in this deed has been filed with the North Dakota State Board of Equalization.
Date: 5-4-2011
Signed: Nancy RL
Grantee or Agent

County Recorder
McKenzie County
Watford City ND 58854

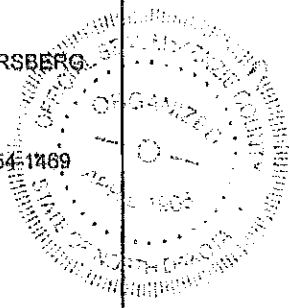
417053

W11-129

417053

Document Prepared By:

McKENNETT STENEHJEM FORSBERG & HERMANSON, P.C.
217 North Main Street
P.O. Box 1469
Watford City, North Dakota 58854-1469
Telephone: (701) 444-2619



Return to:

MCKENZIE COUNTY GUARANTY & TITLE CO County Recorder
229 NORTH MAIN STREET McKenzie County
Watford City ND 58854
Page 1 of 5
WATFORD CITY ND 58854
COUNTY RECORDER, MCKENZIE COUNTY, ND

I certify that this instrument was filed and recorded, 417053

Ann M. Johnsrud, County Recorder Fee \$22.00

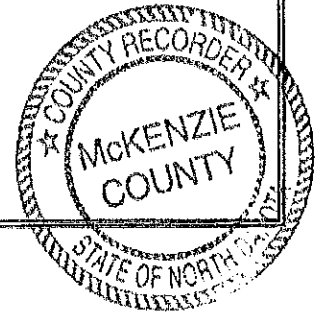
By Ann M. Johnsrud May 05, 2011 03:29 PM

Delinquent Taxes and Special Assessments, or Installments
of Special Assessments, paid and transfer entered this

5 day of May, 20 11.

Linda Silkovic County Auditor

by Aelnae Hoffmann Deputy



WARRANTY DEED

This deed is made by Gary L. Jordan, individually and as attorney-in-fact for Wilda Marleen Jordan, a/k/a Marleen Jordan, a/k/a Wilda M. Jordan, husband and wife, Grantors, whose post office address is PO Box 663, Watford City, ND 58854, to **DOUG KESLER and KATHERINE KESLER**, Grantees, whose post office address is 4200 Carmell Pl, West Fargo, ND 58078.

For valuable consideration, Grantors grant and convey to Grantees as joint tenants the following real property (the premises) located in McKenzie County, North Dakota:

IT 805
A parcel of land located in Lot 1 and Lot 2, beginning at a point 1160.0 feet due North, on section line; and 100.0 feet due East from the West Quarter of the Southwest corner of Lot 2, Section 30, Township 150 North, Range 98 West, bearing a distance due North parallel to Highway Right-of-Way 400.0 feet, due East, at a right angle, 100.0 feet, due South parallel to Highway Right-of-Way 400.0 feet, due West, at a right angle 100.0 feet to the point of beginning.

The legal description was obtained from a previously recorded instrument, Document No. 405183.

EXCEPTING AND RESERVING all oil, gas and other minerals in, on and under and that may be produced from the above described property.

Grantors covenant that they are well seized in fee of the premises, which they have the right to sell and convey, and which are free from encumbrances except those of record. Further, they covenant that they will warrant and defend the premises in the quiet and

NOTICE OF PUBLIC HEARING

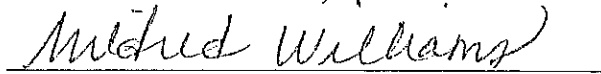
PLEASE TAKE NOTICE the Watford City Planning Commission will hold a Public Hearing on December 27, 2012 at 6 p.m. at City Hall to hear comment on a Conditional Use Permit Application submitted by Doug Kesler on property located at:

1402 South Main St
Section 30, T150, R98, IT 805-PT Lots 1 & 2 .92 acres

For the purpose of compliance to city ordinances for RV Park within Commercial Zone.

This proposal will be available to the public for inspection and copying at the office of the City Auditor from 8:00am to 4:00pm Monday through Friday.

Dated this 4th of December, 2012



Mildred Williams

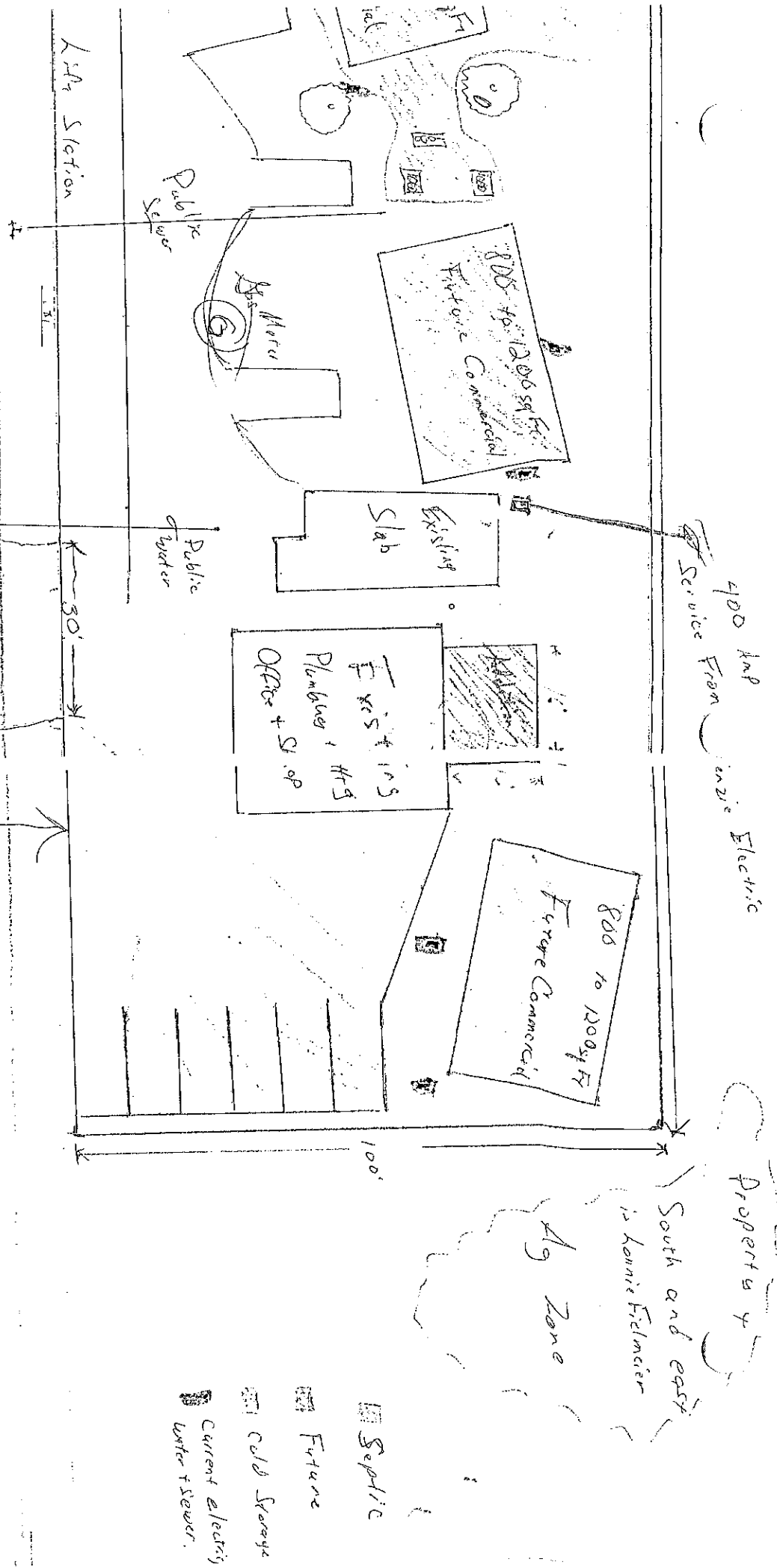
Watford City Planning Assistant

Run: 1

Published: McKenzie County Farmer December 12th 2012

Faxed: 12/4/12

85



100' Hwy 85
 R.O.W
 Property to West
 is Michael Durham
 Ag Zone

Property to
 South and east
 is Kerrie Feldmeyer
 Ag Zone

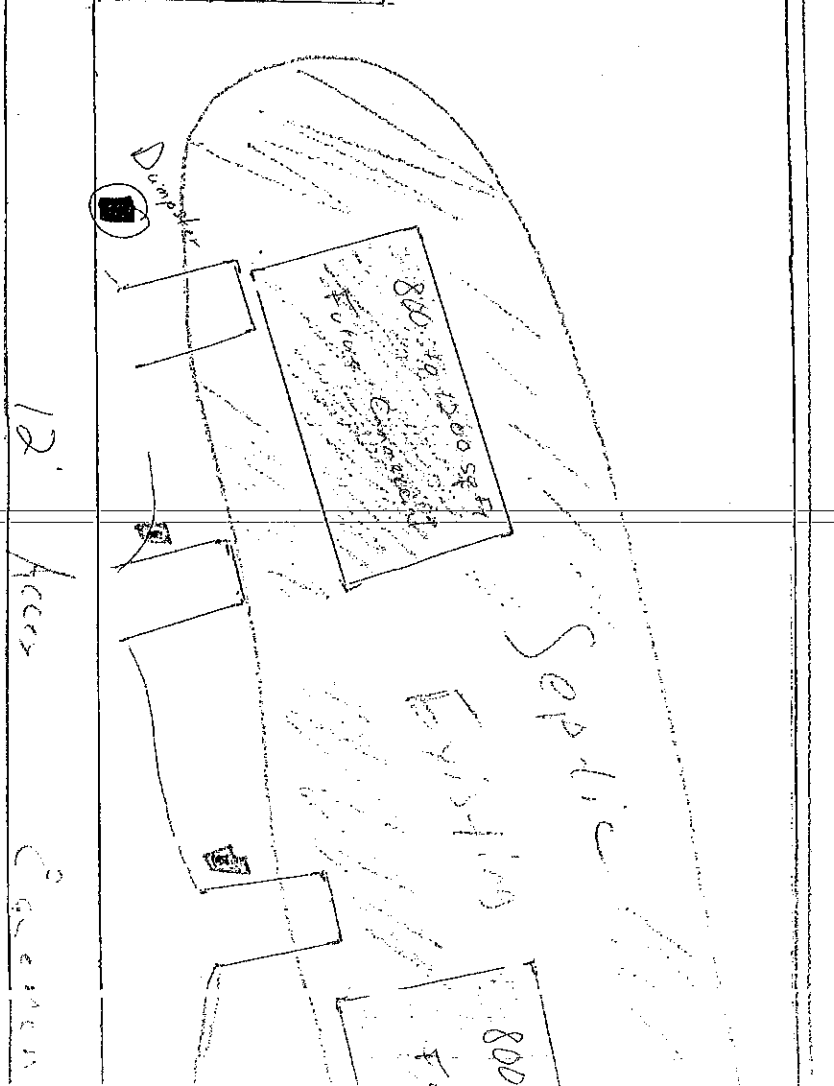
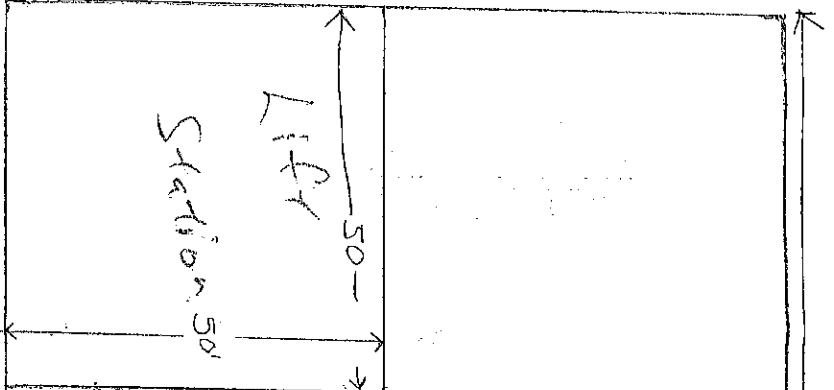
- Septic
- Future
- Cold Storage
- Current electric
 water + sewer.

Property to
North is John Walker
Ad Zone

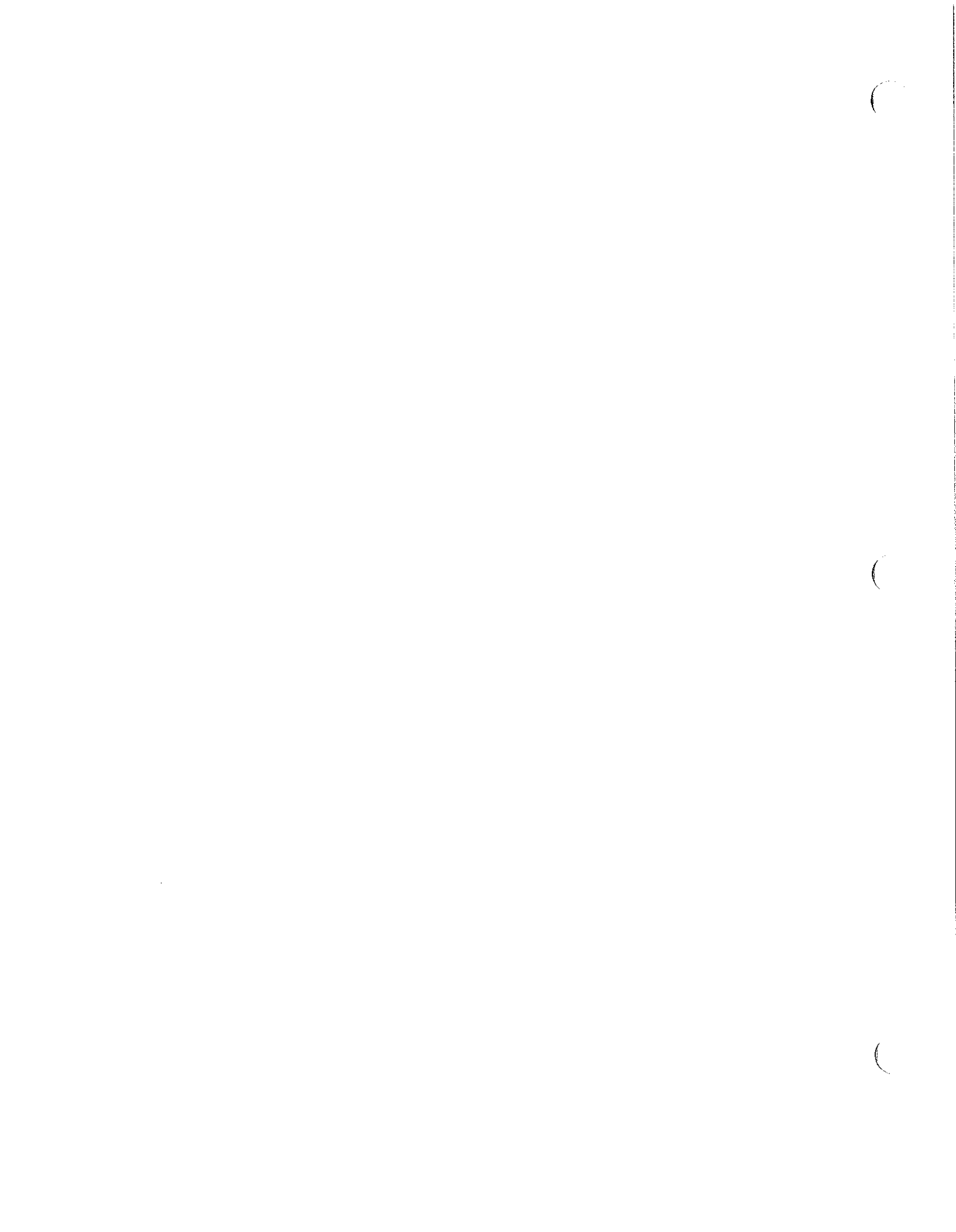
Church
Creek

MDU Bays

Property to
West is Michael Anderson



HW?



LAND USE APPLICATION

Watford City Planning Department

See Reverse for Submittal Requirements

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

APPLICATION TYPE:	DATE FILED: <u>12/4/12</u>	APPLICATION NUMBER:
<input checked="" type="checkbox"/> ZONE CHANGE - \$200.00 fee	PROCESSES BY: <u>MW</u>	MEETING DATES: P&Z: CC:
<input type="checkbox"/> CONDITIONAL USE PERMIT- \$350.00 fee plus publishing cost	FEE:	ADVERTISE DATE:
<input type="checkbox"/> VARIANCE - \$200.00 fee	RECEIPT #:	PROPERTY OWNERS NOTIFIED:
<input type="checkbox"/> STREET NAME CHANGE	SECTION/TOWNSHIP/RANGE:	
<input type="checkbox"/> VACATION and ABANDONMENT	RELATED CASE NOS:	
<input type="checkbox"/> SIMPLE LOT SPLIT - \$450.00	FINAL ACTION MEMORANDUM ISSUED:	DOES THIS USE CONFORM TO THE MASTER PLAN?

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: Wolf Run Village, Inc.

APPLICANT: Bakken Housing Partners, LLC

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

NAME: Bakken Housing Partners, LLC

ADDRESS: PO Box 2286

CITY: Watford City STATE: ND ZIP CODE: 58854

TELEPHONE: (701) 484-1976 EMAIL: jwalters@bakkenhousingpartners.com

ASSESSOR'S PARCEL NUMBER(S): 822500700, 822500100, 822402100

LEGAL DESCRIPTION: see attached abstracts for the three lots

PROPERTY ADDRESS AND NEAREST CROSS STREETS: 301 2nd St SE; 3rd St SE + 4th Ave SE

GROSS/NET ACREAGE: 3.07 acres PRESENT ZONE CLASSIFICATION: C-1

DESIRED ZONE CLASSIFICATION: R-4 CURRENT LAST USE: Commercial

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

Request to rezone proposed area to R-4/Residential. Has historically been used as a commercial site, but is surrounded by residential zones to North, East, & South. Site will provide housing for service personnel (educators, police, etc) and place it in close proximity to both schools, proposed daycare center, and city recreational facilities

DESCRIBE THE SOURCE OF WATER/SEWER: CITY

Do you have a will serve letter YES NO

Land Use Applications Cannot be Accepted over the Front Counter
Please Call (701) 444-2533 to schedule an appointment

(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.


Property Owner Signature


Print of Type Owner Name

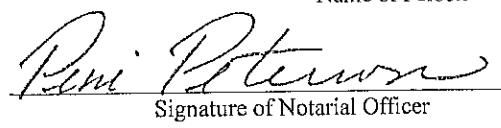
NOTARY

State of North Dakota

County of McKenzie

This instrument was acknowledged before me on Dec 20, 2012 by Curt Moen
Date Name of Person

PENI PETERSON
Notary Public
State of North Dakota
My Commission Expires June 1, 2017


Signature of Notarial Officer

Documents Required for Submitting Land Use Applications

APPLICATION TYPE	Application	Conceptual Site Plan	Site Plans	Deed	Legal Description	Justification Letter	Traffic Impact Analysis	Straight-line Drawing	Supplemental Info.	Application Fees
Conditional Use Permit	1	1	4	1 ⁹		1 ¹¹	4 ¹²	1 ¹³	1 ¹⁴	\$350.00
Zone Change	1	1	4	1 ⁹	1 ⁸	1 ¹¹	4 ¹²		1 ¹⁴	\$200.00
Variance	1	1	4			1 ¹¹				\$200.00
Vacation and Abandonment	1		4	1 ⁹	1 ⁸	1 ¹¹				Refer to Fee Schedule
Street Name Change*	1					1 ¹¹				Refer to Fee Schedule

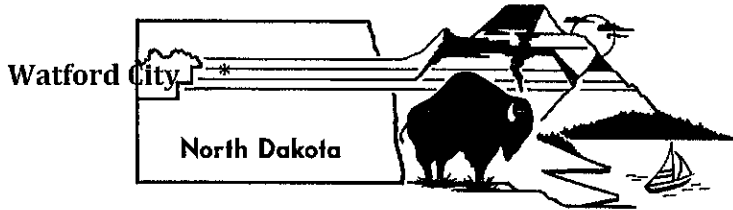
Superscript notes on this table refer to the same item number on the Explanation of the Document Submittal Requirements for Planning Applications

*Plus all sign costs

Procedures for Filing Land Use Applications:

- After assembling the required materials as outlined above, schedule an appointment by calling the Watford City Planning Department at (701) 444-2533. Filing an application without an appointment may delay your application processing and/or scheduled hearing(s). Only completed applications shall be accepted for filing.
- Review the Summary of Required Reviews or Hearings for your application type. ATTENDANCE AT ALL SCHEDULED MEETINGS IS MANDATORY, you may assign an agent to speak on your behalf. Failure to appear at any meeting may result in delays.
- Staff Report: To discuss a report or recommendation, contact the Planning Department to resolve concerns prior to the hearing.
- A letter indicating the Commission's decision and all conditions of approval is sent to the correspondent address on the application. All conditions must be met before an occupancy permit or a business license will be issued. In many cases, the Planning Commission is considered to be final action unless appealed, refer to the Summary or Required Reviews or Hearings.
- Any person may appeal, in writing, to the board within 30 calendar days from the date the Notice of Final Action was sent. The Office of the Zoning Administrator must physically receive the appeal by 4:00 pm. on the 30th calendar day.
- The Planning Commission has the authority to impose conditions, restrictions, safeguards and date of expiration on any land use application that is granted to ensure the health, safety and welfare of the neighborhood. Failure to comply with such conditions shall be deemed as a violation. Any such person who knowingly continues the violation after receiving written notification of the violation is guilty of misdemeanor.
- Site Development Plan Application is required on all Conditional Use Applications.

Watford City Planning Department
213 2nd St NE
Watford City, ND 58854
Phone: (701)444-2533 Fax: (701)444-3004 Website: www.4eyes.net



City of Watford City
213 2nd St., NE
PO Box 494
Watford City, ND 58854
Ph. 701- 444- 2533
Fax 701- 444- 3004
www.4eyes.net

December 20, 2012

STAFF REPORT

ZC-35-2012

Zone Change

Applicant

Bakken Housing Partners, LLC
PO Box 2286
Watford City ND 58854

Property Owners

Wolf Run Village, Inc.

Property Address: 301 2nd St. SE

Zone Change Requested:

A request to change the zoning of the above-referenced lot from C-1 (General Commercial District) to R-4 (High Density Residential District)

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 at 301 2nd St. SE and consists of 3.07 acres.

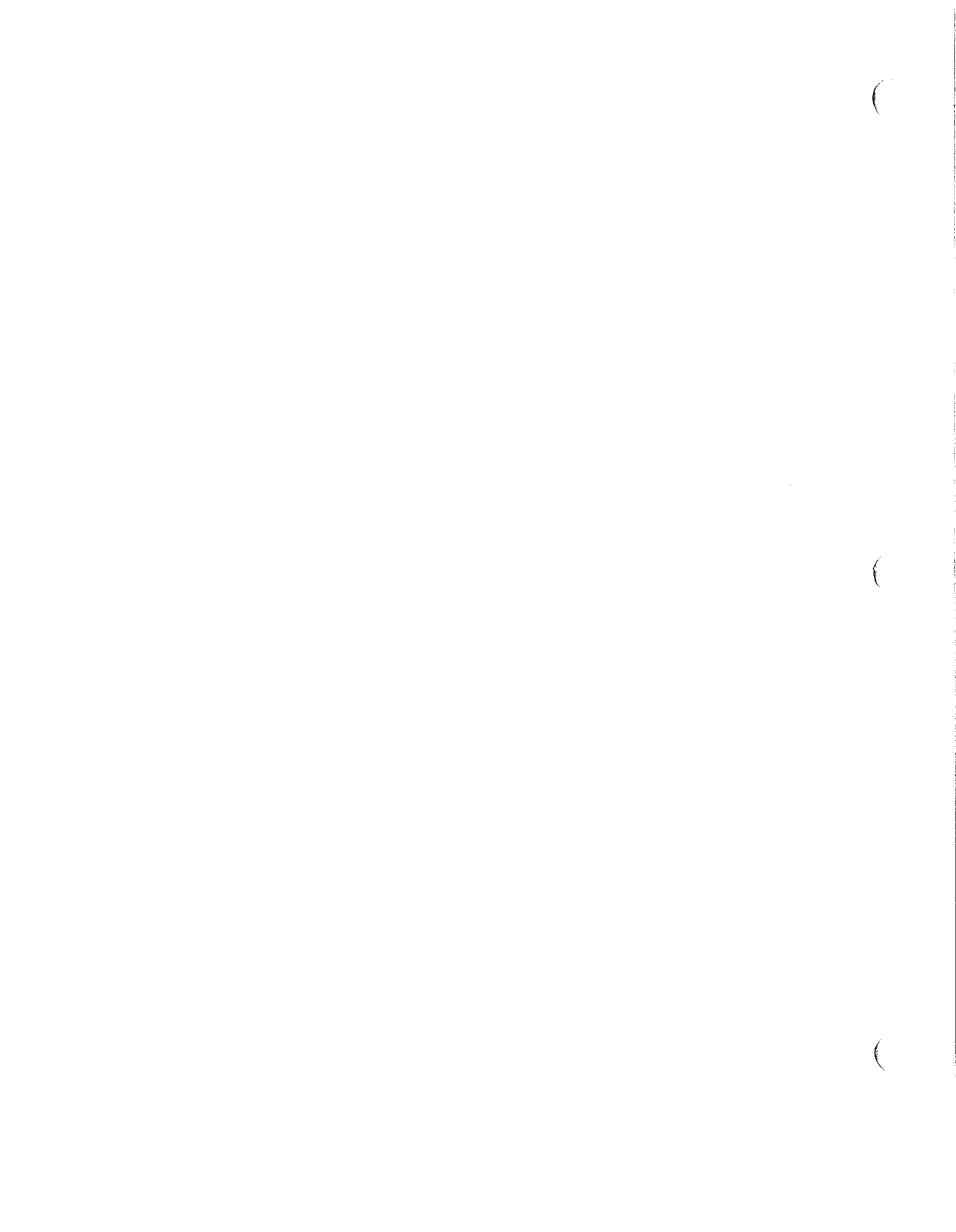
The existing property is currently developed as mixed use industrial and commercial. There are City streets and municipal utilities within the subject property at this time. The site is within the City limits and is subject to City development standards.

This portion of the Wolf Run Village development is being zoned to be consistent with the residential development. R-4 is appropriate for the conceptual development plan.

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. None of the noticed property owners contacted the city regarding the application.

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 - C-1, Watford City
Use - Commercial
South: Zoning - C-1, Watford City
Use - Residential
North: Zoning - C-F, Watford City
Uses - Park
East: Zoning - C-1, Watford City
Uses - Elementary School

Comprehensive Zoning Plan and Zoning Comparison:

At this time, the city does not have a detailed Comprehensive Zoning Plan that can be used as a basis for this decision. Therefore, each request for a zoning amendment must be based solely on the judgment of the commission. The commission must exercise prudence when evaluating this request. All of the possible uses that could occur on this property and the possible affect on surrounding properties must be considered when evaluating whether this zone change should be approved. The zone requested by the applicant (R-4) is the highest and most intense residential district and generates the most impact to infrastructure.

Site Development

Access: The property is accessible from 4th Ave. SE and 3rd St. SE. It is a City maintained paved street with a right-of-way width of 66'.

Sewer: City sewer is available for this site.

Water: City water is available for this site.

Analysis: The proposed zoning provides a great deal of flexibility to develop the property to provide the density of multi-family the developers require. R-4 allows for a minimum of 2,000 sq/ft. per family unit.

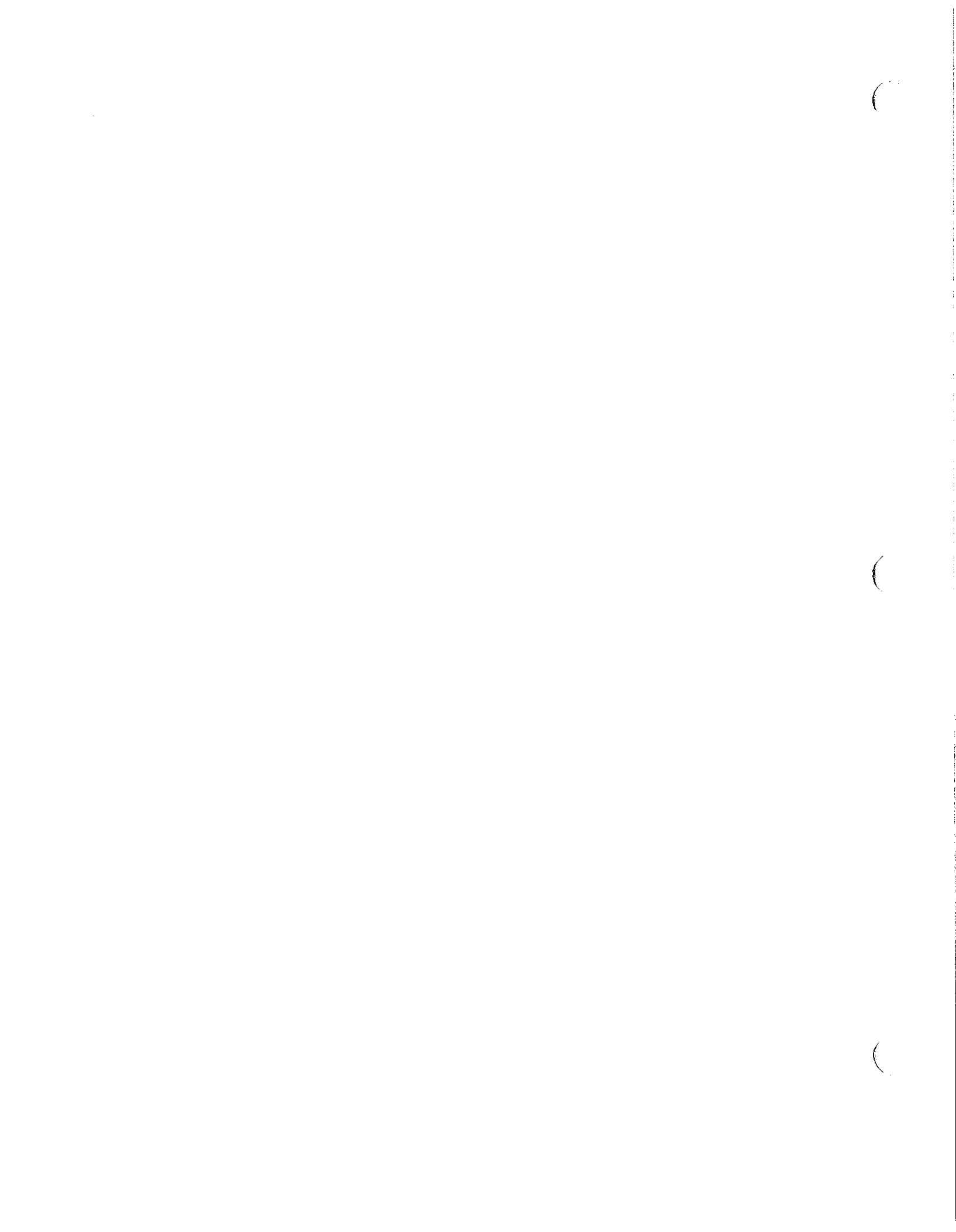
Recommendation:

It is recommended that the Watford City Planning Commission approve a zone change from C-1 to R-4 for the property subject to the following conditions:

1. The developer must submit a detailed development plan showing lot layout and an approved drainage plan for review and approval.
2. The Developer will agree to provide paved access to the development.
3. The developer must submit generalized building plans for the types of units proposed within the development for review and approval.
4. The development plan is subject to final approval by the city council.
5. All changes to the approved development plan are subject to further review and approval by the P&Z commission and the city council.

Contact:

Curtis Moen
City Planner/Zoning Administrator





BAKKEN
HOUSING PARTNERS

December 3, 2012

Curt Moen, Planning Director
City of Watford City
213 2nd St NE
Watford City, ND 58854

Subject: Justification for Zone Change Request -- Wolf Run Village

Dear Mr. Moen,

We are pleased to submit our Land Use Application for a Zone Change on behalf of Wolf Run Village, Inc. for your consideration and processing.

Purpose and Description

The intended purpose of the Land Use Application is to request a Change of Zone for the apartments proposed for Wolf Run Village, to be located near the intersection of 4th Avenue SE and 3rd Street SE. The approximately 3-acre project responds to the needs for affordable housing for service personnel (such as teachers and police officers) within Watford City.

Adjacent land uses

The adjacent land uses include a City park to the north (R-3), a residence to the east (R-2M), 4th Avenue SE and residences to the south (R-2M), and open land and a feed store to the west (C-1).

Zone Change Request and Justification

The project proposes a change of zone from C-1 to R-4 to accommodate the proposed apartment buildings planned within Wolf Run Village. The surrounding land uses (with the exception of the land to the west) are zoned residential and community facilities, including a park and an elementary school. Although this land has historically been utilized as a commercial facility, residential uses are more compatible considering the close proximity of the elementary school and park, in addition to the proposed day care facility directly adjacent to the proposed apartments on the northwest corner of 4th Avenue and 3rd Street. The proposed location of these



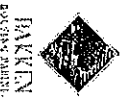
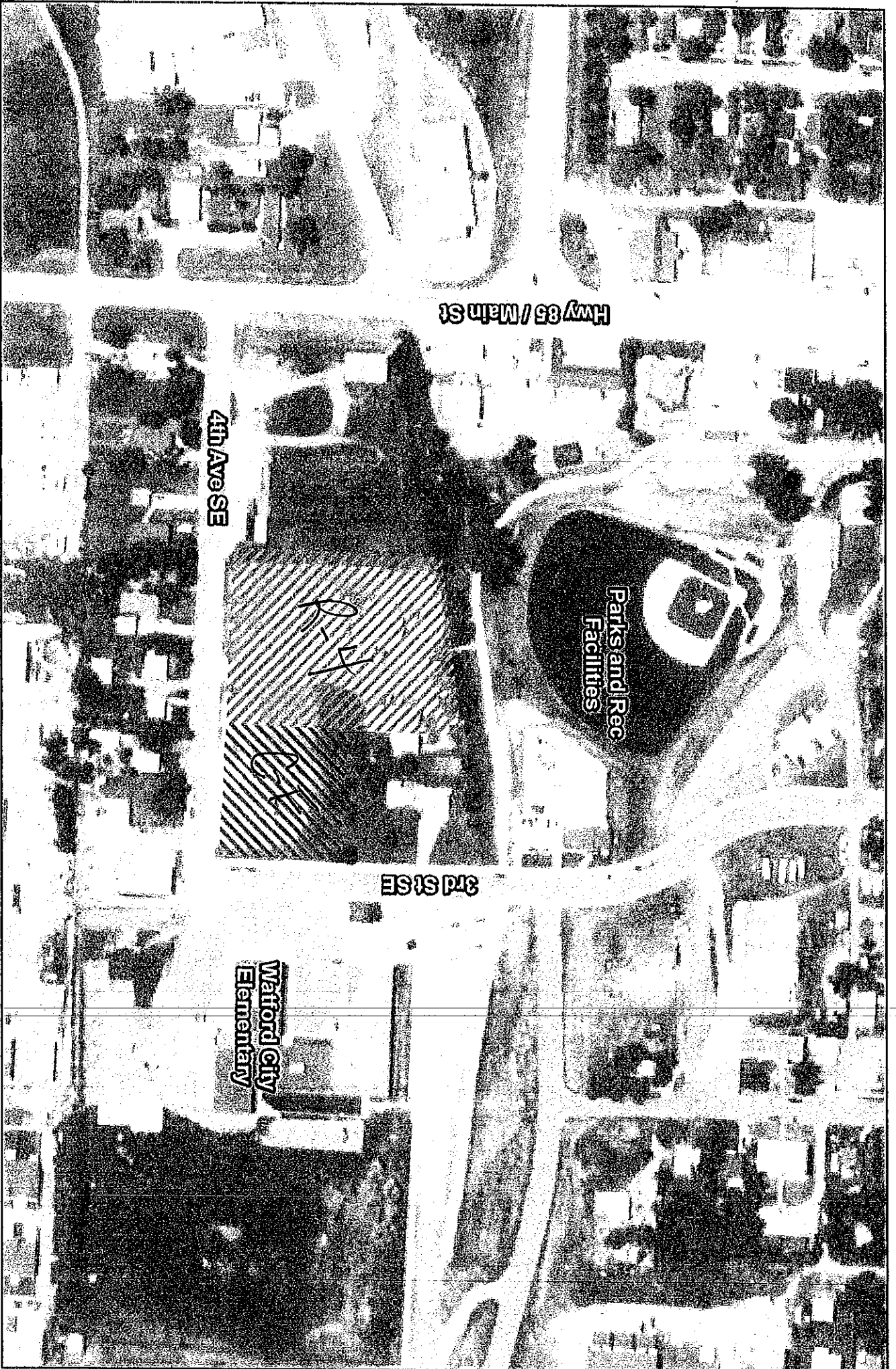
BAKKEN
HOUSING PARTNERS

affordable apartments will allow the service personnel to live close to the center of the city and near where they work (teachers and police officers).

Thank you for your assistance in processing this application. We look forward to working closely with staff and the community over the coming years.

Sincerely,

Katie Walters
Bakken Housing Partners, LLC





HAKIN
DESIGN PARTNERS


Wolf Run Village - Vicinity Map


Watford City, ND

Legend

 Wolf Run Village Apartments

 Wolf Pup Daycare



 Feet
50 100 200

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Watford City Planning Commission will hold a public hearing on December 27, 2012 at 6:00 o'clock PM at City Hall for the purpose of considering a Zoning Ordinance Change filed by Wolf Run Village / Bakken Housing Partners, LLC. on the following described property:

NW1/4 Section 19, To150N, R98W
301 2nd St SE
Lots 6, 7, 8, 9, and 10 of Replat Block 2 of Dah's Addition
3.07 acres McKenzie County, Watford City

Dated this 4th day December, 2012

Mildred Williams
Planning Assistant

Run: 2 times - December 12th, 2012
Published: McKenzie County Farmer
Faxed: December 4th 2012

Mailed to:
Glennae Brenno
Box 988
Watford City, ND 58854

Jason Sivertson
11862 31st St NW
Watford City, ND 58854

McKenzie County School District #1
Box 589
Watford City, ND 58854-0589

Mark Thorland
Po Box 91
Watford City, ND 58854

T & R Trucking
Po Box 627
Watford City, ND 58854-0627

20990

W11-331

PREPARED BY
McKENZIE COUNTY GUARANTY AND TITLE CO.

OFFICIAL ABSTRACTERS OF TITLES
FOR McKENZIE COUNTY, NORTH DAKOTA
229 North Main Street, P.O. Box 510
WATFORD CITY, ND 58854-0510
Phone: 701-842-3366
Fax: 701-444-2709
www.thetitleteam.com



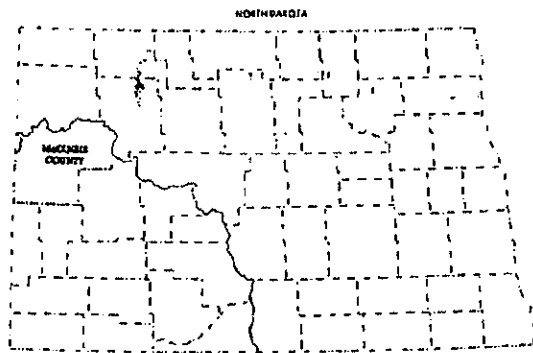
AN ABSTRACT OF THE RECORD TITLE
TO THE FOLLOWING DESCRIBED PREMISES
SITUATED IN

McKENZIE COUNTY, NORTH DAKOTA

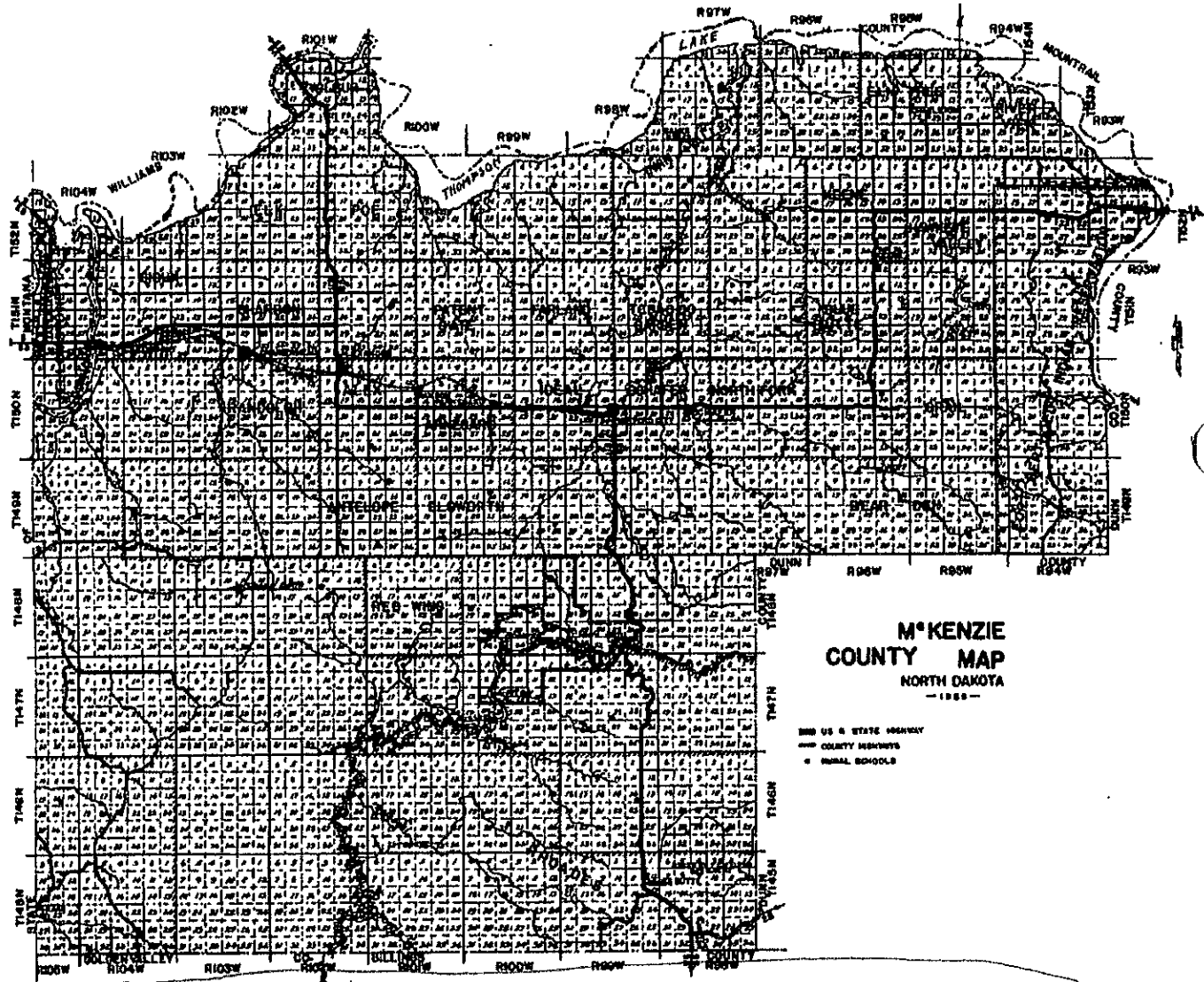
Parcel # 822402100

Lots 6, 7, 8, 9, 10 and 11, Block 3,
Dahl Addition to Watford, Now Watford City,
McKenzie County, North Dakota

SURFACE ABSTRACT ONLY



ABSTRACT OF TITLE NO. 18532



LOTS SIX (6) AND SEVEN (7) OF RE-SURVEY OF BLOCK TWO (2) OF DAHL
 ADDITION OF WATFORD, NOW WATFORD CITY, NORTH DAKOTA, ACCORDING
 TO THE MAP OR PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE
 OF THE REGISTER OF DEEDS IN AND FOR MCKENZIE COUNTY, NORTH DAKOTA.

Parcel # 822500700

#18237

W12-618

PREPARED BY
McKENZIE COUNTY GUARANTY AND TITLE CO.

OFFICIAL ABSTRACTERS OF TITLES
FOR McKENZIE COUNTY, NORTH DAKOTA
229 North Main Street, P.O. Box 720
WATFORD CITY, ND 58854-0720
Phone: 701-842-3366
Fax: 701-444-2709
www.thetitleteam.com



Parcel # 822 500100

AN ABSTRACT OF THE RECORD TITLE
TO THE FOLLOWING DESCRIBED PREMISES
SITUATED IN
McKENZIE COUNTY, NORTH DAKOTA

Lot 1 of Re-Survey of Block 2 of Dahl Addition to Watford, Now Watford City, North Dakota, ~~AND A Tract of land located in Lot 2 of Re-Survey of Block 2 of Dahl Addition to Watford, Now Watford City, North Dakota,~~ more particularly described as follows: Commencing at the Northwest corner of said Lot 2 of Re-Survey of Block 2, Dahl Addition to Watford City, North Dakota; thence East 31 feet, thence South 61 feet, thence West 11 feet thence due South to the South boundary of the said Lot 2 of Re-Survey of Block 2, Dahl Addition to Watford City, North Dakota, thence due West to the Southwest corner of said Lot 2, thence North to the Southwest corner of said Lot 2, thence North to the Northwest corner of said Lot 2 of Re-Survey of Block 2, Dahl Addition to Watford City, North Dakota, said corner being the point of beginning.

Recording requested by:

When recorded, mail to:

Name:

Address:

City:

State/Zip:

Space above reserved for use by Recorder's Office

Quitclaim Deed

For valuable consideration, The City of Watford City, a municipal corporation, Watford City, North Dakota, Grantor,

hereby Conveys and Quitclaims to

Wolf Run Village, Inc., a North Dakota corporation, Grantee, whose mailing address is 213 2nd Street, Watford City, North Dakota 58854,

all of Grantor's right, title and interest in and to the following described property located in McKenzie County, North Dakota:

Lots 6, 7, 8, 9, and 10 of Replat of Block 2 of Dahl's Addition to Watford, now Watford City, McKenzie County, North Dakota, according to the map or plat thereof on file and of record in the Office of the Register of Deeds in and for McKenzie County, North Dakota

For the use thereof and thereon limited for a period of 20 years from the date of this deed, to housing facilities and/or daycare facilities;

Provided, however, that if no building permit has been obtained by Grantee from the City of Watford City for the above-described property within 12 months from the date of this deed, then Grantor shall have the right to reenter and retake such property, but Grantor's right to reenter and retake shall expire five years from the date of this deed.

Dated: November 28, 2012

The City of Watford City
a municipal corporation

by _____
Brent Sanford, Mayor

Attest:

Peni Peterson, City Auditor

State of _____ }

County of _____ }

On _____, before me, _____, a notary public, personally appeared _____ and _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of North Dakota that the foregoing is true and correct. Witness my hand and official seal.

Signature of Notary Public
State of: _____

(Seal)

My commission expires: _____

Recording requested by:

When recorded, mail to:

Name:

Address:

City:

State/Zip:

Space above reserved for use by Recorder's Office

Warranty Deed

This Warranty Deed is made on November 21, 2012, between T & R Trucking, Inc. a Colorado corporation, Grantor, whose mailing address is _____, Watford City, North Dakota 58854, and Wolf Run Village, Inc., a North Dakota corporation, Grantee, whose mailing address is 213 2nd Street, Watford City, North Dakota 58854.

For valuable consideration, the Grantor hereby sells, grants, and conveys the following described real estate, in fee simple, to the Grantee, to have and hold forever, along with all easements, rights, and buildings belonging to the described property, located in McKenzie County, North Dakota:

Lots 6, 7, 8, 9, 10 and 11 of Block 2, Dahl Addition to Watford, now Watford City, McKenzie County, North Dakota.

This conveyance is subject to all prior mineral reservations of record, easements of record, and the real estate taxes for the year 2012 and all subsequent years.

Grantors warrant that the property is free from all claims, liabilities, or indebtedness, except instalments of special assessments or assessments for special improvements which have not been certified to the County Treasurer for collection, and that the Grantors and their successors will warrant and defend title to the Grantee against the lawful claims of all persons.

Dated: November 21, 2012

T & R Trucking, Inc.
a Colorado corporation

by _____
Its _____

by _____
Its _____

State of _____ }

County of _____ }

On _____, before me, _____, a notary public, personally appeared _____ and _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of North Dakota that the foregoing is true and correct. Witness my hand and official seal.

Signature of Notary Public
State of: _____

(Seal)

My commission expires: _____

Recording requested by:

When recorded, mail to:

Name:

Address:

City:

State/Zip:

Space above reserved for use by Recorder's Office

Warranty Deed

This Warranty Deed is made on November 15, 2012, between Howard E. Clifford and Susan M. Clifford, husband and wife, Grantors, whose mailing address is P.O. Box 444, Watford City, North Dakota 58854, and Wolf Run Village, Inc., a North Dakota corporation, Grantee, whose mailing address is 213 2nd Street, Watford City, North Dakota 58854.

For valuable consideration, the Grantors hereby sell, grant, and convey the following described real estate, in fee simple, to the Grantee, to have and hold forever, along with all easements, rights, and buildings belonging to the described property, located in McKenzie County, North Dakota:

Lot 1 of Re-survey of Block 2, Dahl Addition to Watford City, McKenzie County, North Dakota, and

A tract of land located in Lot 2 of Re-survey of Block 2, Dahl Addition to Watford City, McKenzie County, North Dakota, and more particularly described as follows:

Commencing at the Northwest corner of said Lot 2 of Re-survey of Block 2, Dahl Addition to Watford City, North Dakota; thence East 31 feet, thence South 61 feet, thence West 11 feet, thence due South to the South boundary of the said Lot 2 of the Re-survey of Block 2, Dahl Addition to Watford City, North Dakota, thence due West to the Southwest corner of said Lot 2, thence North to the Northwest corner of said Lot 2 of Re-Survey of Block 2, Dahl Addition to Watford City, McKenzie County, North Dakota, said corner being the point of beginning, known as IT #813.

and

all of Vacated 3rd Ave. SE, Watford City, McKenzie County, North Dakota

Said parcels contain **.34** acres.

This conveyance is subject to all prior mineral reservations of record, easements of record, and the real estate taxes for the year 2012 and all subsequent years.

Grantors warrant that the property is free from all claims, liabilities, or indebtedness, except installments of special assessments or assessments for special improvements which have not been certified to the County Treasurer for collection, and that the Grantors and their successors will warrant and defend title to the Grantee against the lawful claims of all persons.

Dated: November 15, 2012

Howard E. Clifford

Susan M. Clifford

State of _____ }

County of _____ }

On _____, before me, _____, a notary public, personally appeared **Howard M. Clifford** and **Susan M. Clifford**, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies) and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of North Dakota that the foregoing is true and correct. Witness my hand and official seal.

Signature of Notary Public
State of: _____

(Seal)

My commission expires: _____

(

(

(

LAND USE APPLICATION

Watford City Planning Department

See Reverse for Submittal Requirements

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

APPLICATION TYPE:	DATE FILED: <u>12/4/12</u>	APPLICATION NUMBER: <u>V-9-2012</u>
<input type="checkbox"/> ZONE CHANGE - \$200.00 fee	PROCESSES BY: <u>mw</u>	MEETING DATES: P&Z: <u>12/27</u> CC: <u>1/7/13</u>
<input checked="" type="checkbox"/> CONDITIONAL USE PERMIT - \$350.00 fee plus publishing cost	FEE: <u>300.-</u>	ADVERTISE DATE: <u>12/12</u>
<input checked="" type="checkbox"/> VARIANCE - \$200.00 fee	RECEIPT #:	PROPERTY OWNERS NOTIFIED:
<input checked="" type="checkbox"/> STREET NAME CHANGE	SECTION/TOWNSHIP/RANGE: <u>NW 1/4 Sect. 19, T150N, R98W</u>	
<input type="checkbox"/> VACATION and ABANDONMENT	RELATED CASE NOS: <u>lots 6, 7, 8, 9 + 10</u> <small>Revised Block 26 add 2012</small>	
<input checked="" type="checkbox"/> SIMPLE LOT SPLIT - \$450.00	FINAL ACTION MEMORANDUM ISSUED:	DOES THIS USE CONFORM TO THE MASTER PLAN? <u>add 2012</u>

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: Wolf Run Village, Inc.

APPLICANT: Bakken Housing Partners, LLC

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

NAME: Bakken Housing Partners, LLC

ADDRESS: PO Box 2286

CITY: Watford City STATE: ND ZIP CODE: 58864

TELEPHONE: (701) 484-1976 EMAIL: jwalters@bakkenhousingpartners.com

ASSESSOR'S PARCEL NUMBER(S): _____

LEGAL DESCRIPTION: See attached surveyor's ALTA boundary description

PROPERTY ADDRESS AND NEAREST CROSS STREETS: 301 2nd St SE; 3rd St SE + 4th Ave SE

GROSS/NET ACREAGE: 3.07 acres PRESENT ZONE CLASSIFICATION: _____

DESIRED ZONE CLASSIFICATION: _____ CURRENT LAST USE: _____

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

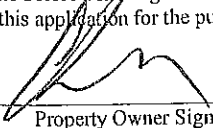
See attached justification letter
and setback layout plan

DESCRIBE THE SOURCE OF WATER/SEWER: City

Do you have a will serve letter YES NO

Land Use Applications Cannot be Accepted over the Front Counter
Please Call (701) 444-2533 to schedule an appointment

(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.



Property Owner Signature

Curt Moen

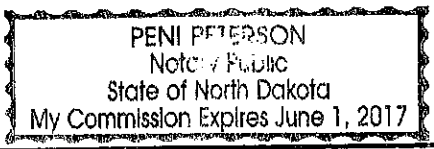
Print of Type Owner Name

NOTARY

State of North Dakota

County of McKenzie

This instrument was acknowledged before me on 12-20-12 by Curt Moen
Date Name of Person



Peni Peterson
Signature of Notarial Officer

Documents Required for Submitting Land Use Applications

APPLICATION TYPE	Application	Conceptual Site Plan	Site Plans	Deed	Legal Description	Justification Letter	Traffic Impact Analysis	Straight-line Drawing	Supplemental Info.	Application Fees
Conditional Use Permit	1	1	4	1 ⁹		1 ¹¹	4 ¹²	1 ¹³	1 ¹⁴	\$350.00
Zone Change	1	1	4	1 ⁹	1 ⁸	1 ¹¹	4 ¹²		1 ¹⁴	\$200.00
Variance	1	1	4			1 ¹¹				\$200.00
Vacation and Abandonment	1		4	1 ⁹	1 ⁸	1 ¹¹				Refer to Fee Schedule
Street Name Change*	1					1 ¹¹				Refer to Fee Schedule

Superscript notes on this table refer to the same item number on the Explanation of the Document Submittal Requirements for Planning Applications

*Plus all sign costs

Procedures for Filing Land Use Applications:

- After assembling the required materials as outlined above, schedule an appointment by calling the Watford City Planning Department at (701) 444-2533. Filing an application without an appointment may delay your application processing and/or scheduled hearing(s). Only completed applications shall be accepted for filing.
- Review the Summary of Required Reviews or Hearings for your application type. ATTENDANCE AT ALL SCHEDULED MEETINGS IS MANDATORY, you may assign an agent to speak on your behalf. Failure to appear at any meeting may result in delays.
- Staff Report: To discuss a report or recommendation, contact the Planning Department to resolve concerns prior to the hearing.
- A letter indicating the Commission's decision and all conditions of approval is sent to the correspondent address on the application. All conditions must be met before an occupancy permit or a business license will be issued. In many cases, the Planning Commission is considered to be final action unless appealed, refer to the Summary or Required Reviews or Hearings.
- Any person may appeal, in writing, to the board within 30 calendar days from the date the Notice of Final Action was sent. The Office of the Zoning Administrator must physically receive the appeal by 4:00 pm. on the 30th calendar day.
- The Planning Commission has the authority to impose conditions, restrictions, safeguards and date of expiration on any land use application that is granted to ensure the health, safety and welfare of the neighborhood. Failure to comply with such conditions shall be deemed as a violation. Any such person who knowingly continues the violation after receiving written notification of the violation is guilty of misdemeanor.
- Site Development Plan Application is required on all Conditional Use Applications.

Watford City Planning Department
213 2nd St NE

Watford City, ND 58854

Phone: (701)444-2533 Fax: (701)444-3004 Website: www.4eyes.net



BAKKEN
HOUSING PARTNERS

December 3, 2012

Curt Moen, Planning Director
City of Watford City
213 2nd St NE
Watford City, ND 58854

Subject: Justification for Variance Request – Wolf Run Village

Dear Mr. Moen,

We are pleased to submit our Land Use Application for a Variance on behalf of Wolf Run Village, Inc. for your consideration and processing.

Purpose and Description

The intended purpose of the Land Use Application is to request a Variance for the apartments proposed for Wolf Run Village, to be located near the intersection of 4th Avenue SE and 3rd Street SE. The approximately 3-acre project responds to the needs for affordable housing for service personnel (such as teachers and police officers) within Watford City.

Adjacent land uses

The adjacent land uses include a City park to the north, a residence to the east, 4th Avenue SE and residences to the south, and open land and a feed store to the west.

Variance Request

The project proposes a 50% reduction in the yard requirements for the apartments. The setbacks along the site boundary where the apartments are proposed will be reduced to 12.5 feet, instead of utilizing the required 25 feet per the R-4 zone requirements (see attached exhibit).

Justification for Variance Request

As is typical of infill projects of this nature, the site is challenging to develop in terms of balancing the necessary number of units with providing appropriate open space. The topography to the north of the site includes the



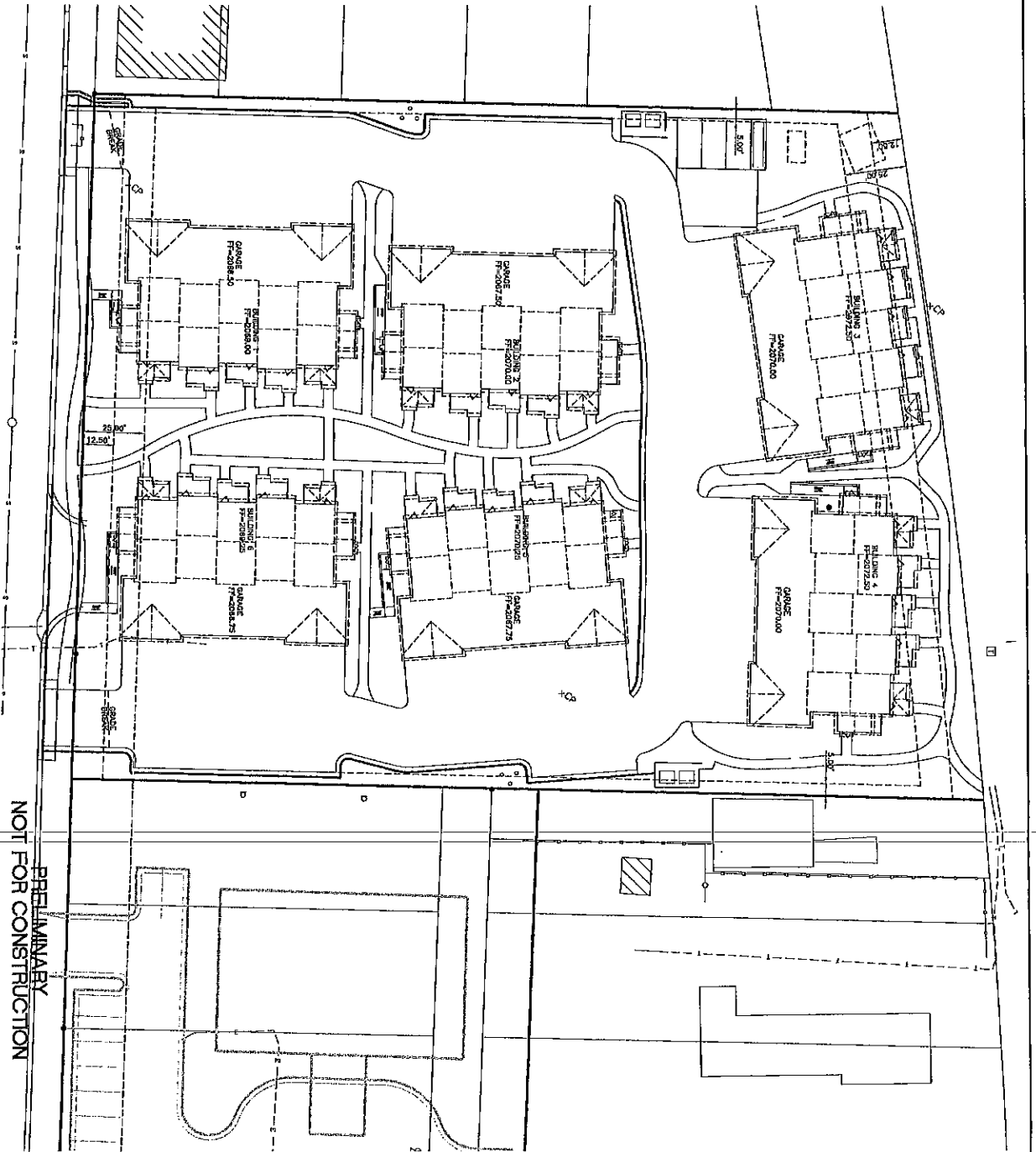
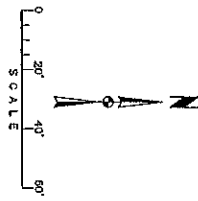
BAKKEN
HOUSING PARTNERS

transition slope to the south of the ball field, which serves as a buffer area, but is undevelopable as currently designed and therefore not impacted by the setback reduction request. The development will utilize landscape elements and exterior architectural features to vary the viewscape as well, lessening any potential impacts from setback reductions site-wide.

Thank you for your assistance in processing this application. We look forward to working closely with staff and the community over the coming years.

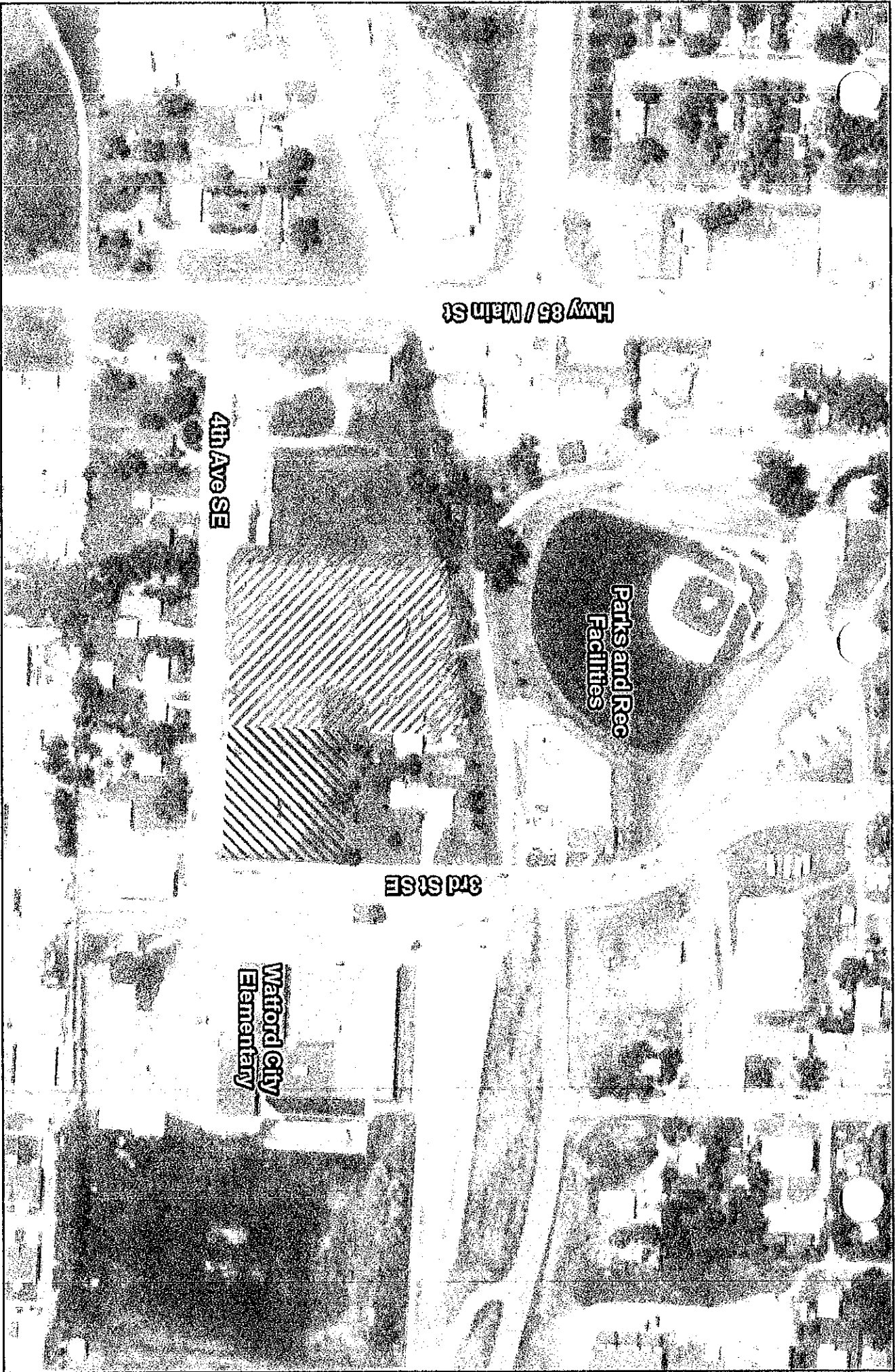
Sincerely,

Katie Walters
Bakken Housing Partners, LLC



PRELIMINARY
NOT FOR CONSTRUCTION

SHEET 1	WOLF RUN WATFORD CITY, NORTH DAKOTA SETBACK LAYOUT PLAN	DRAWN BY: TJC DESIGNED BY: CHW CHECKED BY: CHW DATE: 12-3-12 TITLE: SETBACK LAYOUT PLAN	<p>TD&H Engineering</p> <p style="font-size: 8px;">GREAT FALLS, NORTH DAKOTA BISMARCK, NORTH DAKOTA WASHINGTON, D.C. LEWISTON, MONTANA</p>		REVISIONS BY: _____ DATE: _____ DESCR: _____ BY: _____ DATE: _____ DESCR: _____ BY: _____ DATE: _____ DESCR: _____
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RAKIN
IMPROVED CURBLES

Wolf Run Village - Vicinity Map

Watford City, ND



Legend
Wolf Run Village Apartments
Wolf Pup Daycare

0 50 100 200 Feet



SURVEYOR'S ALTA BOUNDARY DESCRIPTION

A tract of land being a portion of Block 3, Dahl Addition, a portion of Block 2, Re-Survey of Block 2 of the Dahl Addition, and portions of the Watford City right-of-way, located in the Northwest Quarter of Section 19, Township 150 North, Range 98 West, 5th Principal Meridian, Town of Watford City, McKenzie County, North Dakota, being more particularly described as follows:

Beginning at the Southeast Corner of Lot 10, Block 2, Re-Survey of Block 2 of the Dahl Addition, being the point of intersection of the Northerly right-of-way of Fourth Avenue SE and the Westerly right-of-way of Third Street SE; thence North $87^{\circ}53'53''$ West along said Northerly right-of-way, a distance of 474.92 feet to the Westerly right-of-way of the Block 3 Alley of the Dahl Addition; thence North $01^{\circ}19'04''$ East along said Westerly right-of-way, a distance of 326.99 feet to the Southerly right-of-way of the abandoned Great Northern Railroad; thence North $82^{\circ}18'39''$ East along said Southerly right-of-way, a distance of 76.37 feet; thence along said Southerly right-of-way on a tangent curve to the right, having a Chord Bearing of North $83^{\circ}50'24''$ East, a Chord Length of 201.19 feet, a Radius of 3769.83 feet, a Delta of $3^{\circ}03'29''$, and an Arc Length of 201.21 feet to the Easterly line of Lot 1, Block 2, Re-Survey of Block 2 of the Dahl Addition; thence South $01^{\circ}17'37''$ West along said Easterly line, a distance of 179.79 feet; thence South $87^{\circ}36'06''$ East, a distance of 199.53 feet to the Westerly right-of-way of Third Street SE; thence South $01^{\circ}11'46''$ West along said Westerly right-of-way, a distance of 188.08 feet to the point of beginning and containing 3.070 acres.

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Watford City Planning Commission will hold a public hearing on December 27, 2012 at 6:00 o'clock PM at City Hall for the purpose of considering a Variance Ordinance Change filed by Wolf Run Village / Bakken Housing Partners, LLC. on the following described property:

NW1/4 Section 19, To150N, R98W
301 2nd St SE
Lots 6, 7, 8, 9, and 10 of Replat Block 2 of Dah's Addition
3.07 acres McKenzie County, Watford City

Dated this 4th day December, 2012

Mildred Williams
Planning Assistant

Run: 1 times - December 12th, 2012
Published: McKenzie County Farmer
Faxed: December 4th 2012

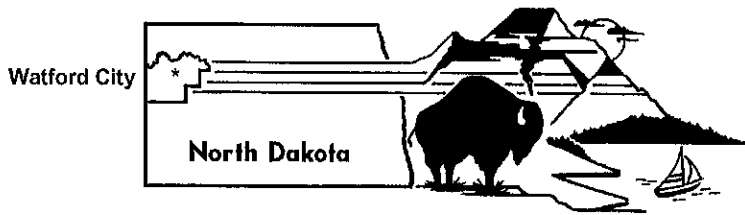
Glennae Brenno
Box 988
Watford City, ND 58854

Jason Sivertson
11862 31st St NW
Watford City, ND 58854

McKenzie County School District #1
Box 589
Watford City, ND 58854-0589

Mark Thorland
Po Box 91
Watford City, ND 58854

T & R Trucking
Po Box 627
Watford City, ND 58854-0627



City of Watford City
213 2nd St., NE
PO Box 494
Watford City, ND 58854
Ph. 701- 444- 2533
Fax 701- 444- 3004
www.4eyes.net

December 19, 2012

STAFF REPORT

V-09-2012

Variance

Applicant

Bakken Housing Partners, LLC
PO Box 2286
Watford City, ND 55854

Property Owner(s)

Wolf Run Village, Inc.

Property Address: 301 2nd St SE
Watford City, ND

Variance Requested:

A fifty percent (50%) reduction of the front and rear yard setback requirements of twenty-five (25) feet. The variance would reduce the setbacks to twelve and one half (12.5) feet on the north and south lot lines.

Zone: Presently C-1, with application in place to change to R-4

Reference: Watford City City Code Sec. XV – Article XXVII, Variances - Section 1 – Requirements for Variances and Section 2 - Limitations

Discussion: The applicant is seeking a fifty percent reduction of the Twenty-five (25) foot front and rear setback requirements for R-4 zoning.

Article XXVII, Section 1 of the Watford City Zoning Ordinance outlines the following circumstances that must be shown in order to grant a variance:

1. Unique conditions apply to this property that do not generally apply to other properties in the vicinity as a result of exceptional narrowness, shallowness, or shape, 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.
2. The yard regulation variance may not be more than one-half (1/2) the required yard and shall not encroach upon the required setback for adjacent buildings.

In granting a variance, 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 the 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.

Recommendation: Staff recommends **approval** of variance of requested variance for the following reasons:

1. The protrusion of the buildings into the front yard setbacks does not create a traffic obstruction. All traffic isles are free and clear, all driveways and parking areas are to city standards
2. The rear lot line encroachment abuts the hillside adjacent to the ball field and bike path and will be landscaped as to enhance the surrounding area using trees and shrubs

Should the Planning and Zoning Commission elect to grant the variance, a finding that the hardship warrants the approval of this variance should be made.

Contact:

Steve Williams
Building Inspector/Code Enforcement Officer
City of Watford City
(701) 444-2533

LAND USE APPLICATION

Watford City Planning Department

See Reverse for Submittal Requirements

AREA BETWEEN DOUBLE LINES FOR STAFF USE ONLY

APPLICATION TYPE:	DATE FILED: 12/4/12	APPLICATION NUMBER:
<input checked="" type="checkbox"/> ZONE CHANGE- \$200.00 fee	PROCESSES BY: MW	MEETING DATES: P&Z: 12/27/12 CC: 01/7/12
<input checked="" type="checkbox"/> CONDITIONAL USE PERMIT- \$350.00 fee plus publishing cost	FEE: CR# 1212	ADVERTISE DATE: 12/12/12
<input checked="" type="checkbox"/> VARIANCE - \$200.00 fee	RECEIPT #: 450-	PROPERTY OWNERS NOTIFIED:
<input checked="" type="checkbox"/> STREET NAME CHANGE	SECTION/TOWNSHIP/RANGE:	
<input checked="" type="checkbox"/> VACATION and ABANDONMENT	RELATED CASE NOS:	
<input checked="" type="checkbox"/> SIMPLE LOT SPLIT - \$450.00	FINAL ACTION MEMORANDUM ISSUED:	DOES THIS USE CONFORM TO THE MASTER PLAN?

(CLEARLY PRINT ALL INFORMATION USING INK OR TYPE)

PROPERTY OWNER: CKW Properties, LLP

APPLICANT: CKW Properties, LLP, by Kirk Wold, Managing Partner

ALL MAIL FOR THIS APPLICATION SHOULD BE ADDRESSED TO

NAME: CKW Properties, LLP, Attn: Kirk Wold, Managing Partner

ADDRESS: 3205 11 Street, NW PO Box 1109

CITY: Watford City

STATE: ND

ZIP CODE: 58854

TELEPHONE: 701-842-2578

EMAIL: kwold@pantherppt.com

ASSESSOR'S PARCEL NUMBER(S): _____

LEGAL DESCRIPTION: See attached Exhibit A

Block 1 Lot 4

PROPERTY ADDRESS AND NEAREST CROSS STREETS: Highway 85 and Highway 23 Bypass

GROSS/NET ACREAGE: See attached Exhibit A

PRESENT ZONE CLASSIFICATION: Commercial

DESIRED ZONE CLASSIFICATION: No change

CURRENT LAST USE: Vacant

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

Block 1 Lot 4

Simple Lot Split of 4 lots in the South Park Addition. See attached for a full description

DESCRIBE THE SOURCE OF WATER/SEWER: City

Do you have a will serve letter YES NO

Land Use Applications Cannot be Accepted over the Front Counter
Please Call (701) 444-2533 to schedule an appointment

(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.

Kirk Wold
Property Owner Signature

Kirk Wold, Managing Partner of CKW Properties, LLP
Print of Type Owner Name

NOTARY

State of North Dakota
County of McKenzie

This instrument was acknowledged before me on 4th of Dec. 12 by Kirk Wold
Date Name of Person

MARELLA J. SCHWAN
Notary Public
State of North Dakota
My Commission Expires Feb. 28, 2015

Marella J. Schwan
Signature of Notary Officer

Documents Required for Submitting Land Use Applications

APPLICATION TYPE	Application	Conceptual Site Plan	Site Plans	Deed	Legal Description	Justification Letter	Traffic Impact Analysis	Straight-line Drawing	Supplemental info.	Application Fees
Conditional Use Permit	1	1	4	1 ⁹		1 ¹¹	4 ¹²	1 ¹³	1 ¹⁴	\$350.00
Zone Change	1	1	4	1 ⁹	1 ⁸	1 ¹¹	4 ¹²		1 ¹⁴	\$200.00
Variance	1	1	4			1 ¹¹				\$200.00
Vacation and Abandonment	1		4	1 ⁹	1 ⁸	1 ¹¹				Refer to Fee Schedule
Street Name Change*	1					1 ¹¹				Refer to Fee Schedule

Superscript notes on this table refer to the same item number on the Explanation of the Document Submittal Requirements for Planning Applications

*Plus all sign costs

Procedures for Filing Land Use Applications:

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- Review the Summary of Required Reviews or Hearings for your application type. ATTENDANCE AT ALL SCHEDULED MEETINGS IS MANDATORY, you may assign an agent to speak on your behalf. Failure to appear at any meeting may result in delays.
- Staff Report: To discuss a report or recommendation, contact the Planning Department to resolve concerns prior to the hearing.
- A letter indicating the Commission's decision and all conditions of approval is sent to the correspondent address on the application. All conditions must be met before an occupancy permit or a business license will be issued. In many cases, the Planning Commission is considered to be final action unless appealed, refer to the Summary or Required Reviews or Hearings.
- Any person may appeal, in writing, to the board within 30 calendar days from the date the Notice of Final Action was sent. The Office of the Zoning Administrator must physically receive the appeal by 4:00 pm. on the 30th calendar day.
- The Planning Commission has the authority to impose conditions, restrictions, safeguards and date of expiration on any land use application that is granted to ensure the health, safety and welfare of the neighborhood. Failure to comply with such conditions shall be deemed as a violation. Any such person who knowingly continues the violation after receiving written notification of the violation is guilty of misdemeanor.
- Site Development Plan Application is required on all Conditional Use Applications.

Watford City Planning Department
213 2nd St NE

Watford City, ND 58854

Phone: (701)444-2533 Fax: (701)444-3004 Website: www.4eyes.net

Exhibit A to Land Use Application of CKW Properties, LLP

CKW Properties, LLP ("CKW") requests simple lot splits of the following lots in the South Park Addition to the City of Watford City as more particularly described herein: (i) Block 1, Lot 4; (ii) Block 2, Lot 1; (iii) Block 3, Lot 1; (iv) Block 4, Lot 1; and (v) Block 4, Lot 2.

Block 1, Lot 4 – 3.83 Acres

~~CKW proposes to split Block 1, Lot 4 into two separate lots of approximately 1.24 acres and 2.59 acres. CKW will submit the required drawing showing the proposed lot split following its submittal of this Application.~~

Block 2, Lot 1 – 8.12 Acres

CKW proposes to split Block 2, Lot 1 into four separate lots of approximately 2.03 acres each. CKW will submit the required drawing showing the proposed lot split following its submittal of this Application.

Block 3, Lot 1 – 6.31 Acres

CKW proposes to split Block 3, Lot 1 into three separate lots of approximately 1.66 acres, 2.41 acres and 2.24 acres. CKW will submit the required drawing showing the proposed lot split following its submittal of this Application.

Block 4, Lot 1 – 7.11 Acres

CKW proposes to split Block 4, Lot 1 into three separate lots of approximately 2.53 acres, 2.49 acres and 2.09 acres. CKW will submit the required drawing showing the proposed lot split following its submittal of this Application.

Block 4, Lot 2 – 5.35 Acres

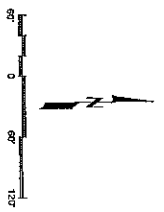
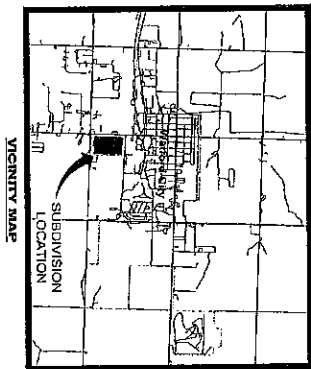
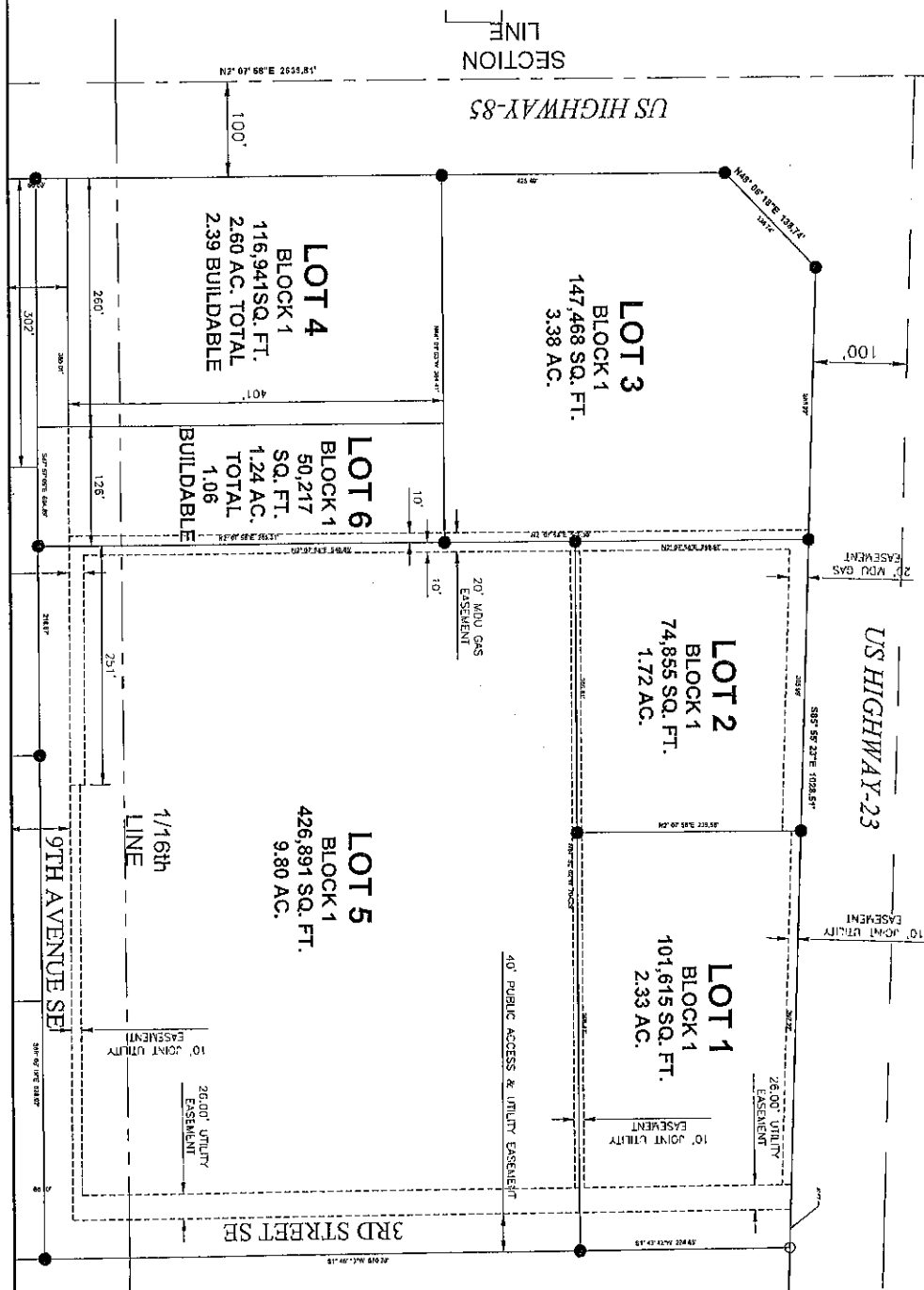
CKW proposes to split Block 4, Lot 2 into two separate lots of approximately 2.68 acres each. CKW will submit the required drawing showing the proposed lot split following its submittal of this Application.

**LOT LAYOUT OF BLOCK 1 OF
SOUTH PARK ADDITION
TO THE CITY OF WATERFORD CITY**
 A TRACT OF LAND LYING IN LOT 3 & LOT 4, SECTION 19, TOWNSHIP 150 NORTH,
 RANGE 98 WEST OF THE 5th PRINCIPAL MERIDIAN
 WATERFORD CITY, MCKENZIE COUNTY, NORTH DAKOTA

ND HIGHWAY-23 BYPASS

US HIGHWAY-23

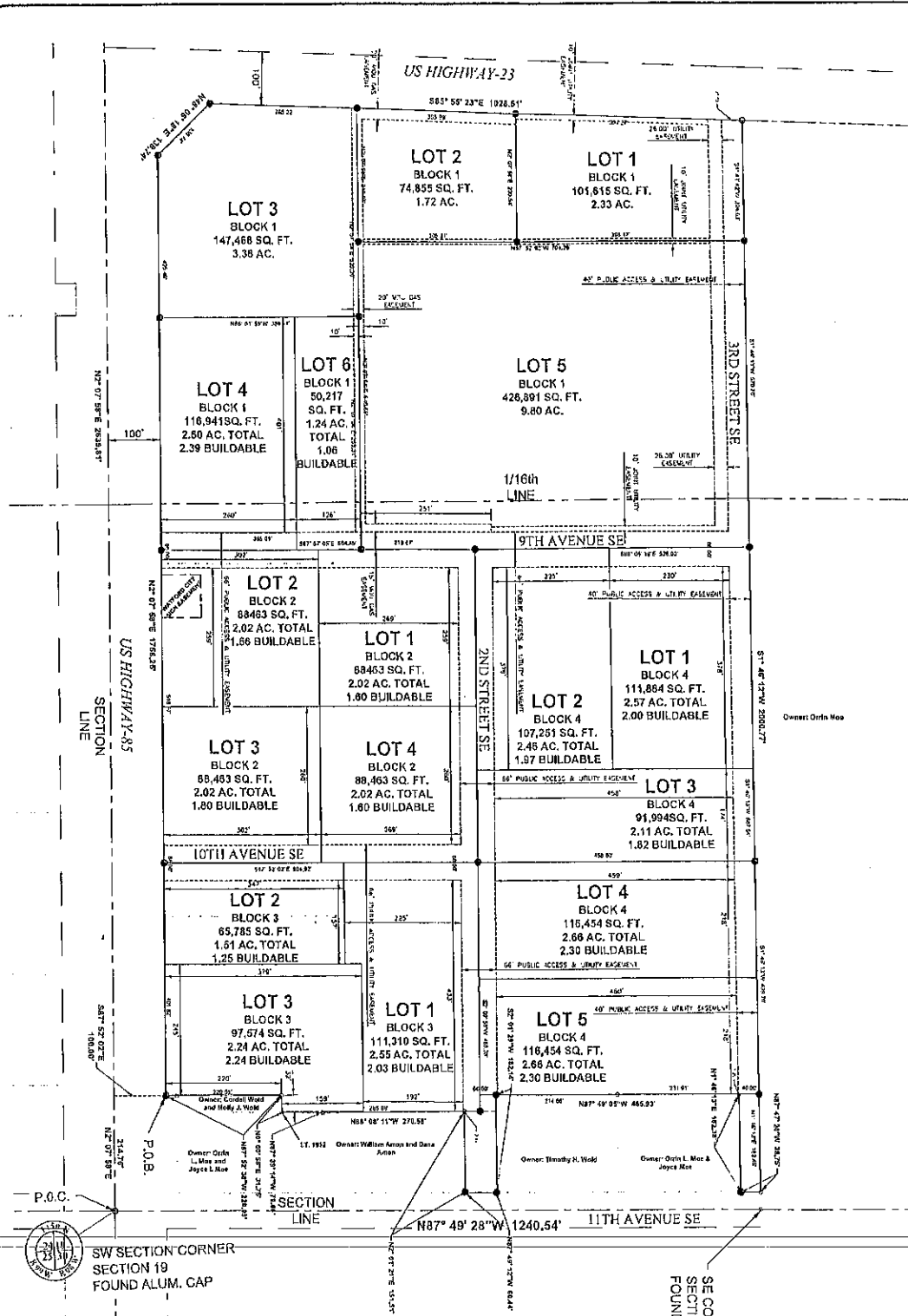
US HIGHWAY-85



- LEGEND**
- HORIZONTAL SET OF DASHES: NEAR
 - MONUMENT FOUND
 - SECTION LINES
 - QUARTER LINE
 - LOT LINES
 - EASEMENT LINES
 - EXISTING UTILITY LINES

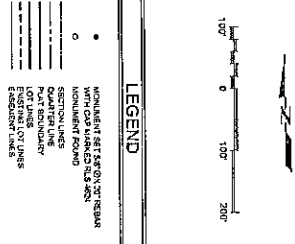
RES
 Advanced Engineering and Environmental Services, Inc.
 2277 2nd Ave. N., Suite 5, Yorkton, SK
 P.O. Box 100, Yorkton, SK S9N 1Y9

LOT LAYOUT OF
SOUTH PARK ADDITION
 TO THE CITY OF WATFORD CITY
 RANGE 99 WEST OF THE 5th PRINCIPAL MERIDIAN
 TOWNSHIP 150 NORTH,
 MCKENZIE COUNTY, NORTH DAKOTA

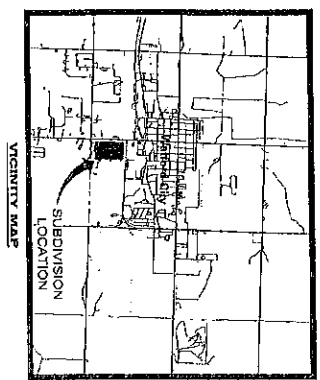


SW SECTION CORNER
SECTION 19
FOUND ALUM. CAP

SE CORNER LOT 4
SECTION 19
FOUND ALUM. CAP



RES
 Advanced Engineering and Environmental Services, Inc.
 2027 2nd Ave. SW, Suite 100, Watford City, ND
 PH: 701/852-2222 FAX: 701/852-2223 WWW: RES-ND.COM



NOTICE OF PUBLIC HEARING

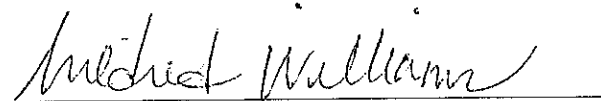
PLEASE TAKE NOTICE the Watford City Planning Commission will hold a Public Hearing on December 27, 2012 at 6 p.m. at City Hall to hear comment on a Simple Lot Split submitted by CKW Properties, LLP. for property located at

Block 1, Lot 4 of South Park Addition 3.83 acres

For the purpose of taking public input on Simple Lot Split of South Park Addition

This proposal will be available to the public for inspection and copying at the office of the City Auditor from 8:00am to 4:00pm Monday through Friday.

Dated this 4th day of December, 2012



Mildred Williams

Watford City Planning Assistant

Run: 2

Published: McKenzie County Farmer 12/12 & 12/18 2012

Faxed: 12/4/12

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Mildred Williams
Watford City Planning Assistant

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Donald & Ruby Fritel
Po Box 894
Watford City, ND 58854-0894

Orrin & Joyce Moe
802 24th Ave SW
Watford City, ND 58854

Irvin Noftsker
Po Box 207

Pariview, MT 59221

Timothy Wold
1305 Lincoln Ave
Rock Springs, WY 82901

Carmen Wold
301 Durango Dr
Burlington, ND 58722-2241

Kirk Wold
PO Box 1109
Watford City, ND 58854-1109

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