

On September 3, 2025, a Regular Planning Commission Meeting of the Minot Planning Commission was held in the City Council Chambers, City Hall (10 3rd Ave SW). Chairman Offerdahl called the meeting to order at 05:30 PM.

1. ROLL CALL

Members Present: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler

Members Absent: Kayla Johnson, Bradly Wolff, Casey Erickson

City Staff Present: Corbin Dickerson, Jennifer Eckman, Maria Romanick, Emily Huettl, Hannah Hornberger, Doug Diedrichsen, Dan Falconer, Jennifer Kleen

Others Present: Brianna Low, Jan Ness, Donavon Diegler, Jonathan Layne, Edana Kitzmann, Pete Hugret, Robert Michel, Barbara Skogstad

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS AND DECORUM

3.1. INTRODUCTIONS AND DECORUM HANDOUT

4. PLANNING COMMISSION

4.1. APPROVAL OF THE JUNE 2025 REGULAR MEETING MINUTES

The motion to Approve June 2025 Regular Meeting Minutes was initiated by Planning Commission Representative Kibler seconded by Planning Commission Representative Baumann and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5. PUBLIC HEARING

5.1. CASE #2025-35 - BATTLEGROUND ADDITION, LOT 11 - EASEMENT VACATION

Mr. Diedrichsen reviewed the staff report.

The Commissioners had a discussion.

Staff answered questions.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Approve based on staff's recommendation and finding of fact was initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5.2. CASE #2025-36 - FLICKERTAIL ADDITION, LOT 18 - INTERIM USE PERMIT

Mr. Diedrichsen reviewed the staff report.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Approve the Interim Use Permit based on staff's recommendation and finding of fact was initiated by Planning Commission Representative Kibler seconded by Planning Commission Representative Amick and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5.3. CASE #2025-26 - LINHA'S 6TH ADDITION, LOTS 1 & 2 - PRELIMINARY PLAT

Mr. Diedrichsen reviewed the staff report.

The Commissioners had a discussion.

Staff answered questions.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Approve based on staff's recommendation and finding of fact was initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Mennem and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5.4. CASE #2025-39 - ABEL ACRES ADDITION - PRELIMINARY PLAT

Mr. Diedrichsen reviewed the staff report.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Approve based on staff's recommendation and finding of fact was initiated by Planning Commission Representative Mennem seconded by Planning Commission Representative Iverson and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5.5. CASE #2025-38 - MIDWEST MONTESSORI LLC - CONDITIONAL USE PERMIT

Mr. Diedrichsen reviewed the staff report.

The Commissioners had a discussion.

Staff answered questions.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Approve based on staff's recommendation and finding of fact was

initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Tim Baumann, Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

5.6. CASE #2025-33 - ENDEAVOR HOLDINGS - CONDITIONAL USE PERMIT

Mr. Diedrichsen reviewed the staff report.

The Commissioners had a discussion.

Staff answered questions.

Chairman Offerdahl opened the public hearing to the public for testimony.

Brianna Low, resident, questioned who would be monitoring any nuisance issues.

Jan Ness, resident, voiced concern about issues in the neighborhood from other homes.

Commissioner Baumann left at 6:30pm.

Donovan Ziegler, resident, voiced concern over the number of residents.

Jonathan Layne, applicant, answered questions about the business.

Barbara Skogstad, resident, voiced concern about issues in the neighborhood.

Edana Kitzmann, resident, voiced concern about drug issues within Minot, stated the best solution is to contact the police department for every issue.

Pete Hugret, resident, voiced concern over property values.

Mr. Falconer read a letter sent in from the Becker family, residents of the neighborhood.

Jonathan Layne explained the day-to-day routine and rules within the home.

Robert Michel, resident, thanked Mr. Layne for his efforts, also voiced drug concern in the neighborhood.

Staff answered questions.

Chairman Offerdahl closed the public hearing.

The motion to Approve based on staff's recommendation and finding of fact was initiated by Planning Commission Representative Kibler seconded by Trudell and carried by the following roll call vote: ayes: Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter; nays: None; abstain: Kasper Ziegler.

5.7. CASE #2025-34 - SUMMER CLEANUP - TEXT AMENDMENTS

Mr. Falconer reviewed the text amendments.

Chapter 2.2 - Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to recommend approval of Public "P" District for Warehousing and Daycare Center - Chapter 2.2 to City Council was initiated by Planning Commission Representative Kibler seconded by Planning Commission Representative Dockter and carried by the following roll call vote: ayes: Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 2.3 - Chairman Offerdahl opened the public hearing to the public for testimony. No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to recommend approval of Family Definition - Chapter 2.3 to City Council was initiated by Planning Commission Representative Mennem seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 2.3 & 6.1 -

The Commissioners had a discussion.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to recommend approval of Shipping containers definition and use regulations Chapter 2.3 & Chapter 6.1 to City Council with change by Commissioner Amick was initiated by Planning Commission Representative Dockter seconded by Planning Commission Representative Amick and carried by the following roll call vote: ayes: Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 2.24 - Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to recommend approval of Noise Buffer Overlay - Chapter 2.24 to City Council was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Erin Iverson, Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 2.25 -

Airport Director Jennifer Eckman, discussed the areas already within the area and their plan to move forward.

Commissioners and staff had a discussion.

Chairman Offerdahl opened the public hearing to the public for testimony.

Resident, questioned restrictions on industrial property.

Chairman Offerdahl closed the public hearing.

Commissioner Iverson left.

Commissioner Kibler moved to table the Runway Buffer Overlay, motion was withdrawn.

The motion to recommend denial of Runway Buffer Overlay - Chapter 2.25 to City Council was initiated by Planning Commission Representative Trudell seconded by Planning Commission Representative Kibler, Commissioners had a discussion and carried by the following roll call vote: ayes: Darrik Trudell, Robert Amick; nays: Robert Kibler, Annette Mennem, Dustin Offerdahl, Tanner Dockter; Abstain: Serena Pontenila, Kasper Ziegler.

The motion to table the Runway Buffer Overlay - Chapter 2.25 was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter,

Kasper Ziegler; nays: None.

Chapter 2.2 & 4.1 -

The Commissioners had a discussion.

Chairman Offerdahl opened the public hearing to the public for testimony.

Resident, voiced concern.

Chairman Offerdahl closed the public hearing.

The motion to Recommend approval for Group Homes above 6 people - Chapter 2.2 & Chapter 4.1 to City Council was initiated by Planning Commission Representative Kibler seconded by Planning Commission Representative Pontenila and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 5.1 - Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Recommend approval of Sign Code Maximums - Chapter 5.1 to City Council was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Dockter and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 10.2 -

The Commissioners had a discussion.

Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Recommend approval of Easement Vacations of Minor Plats - Chapter 10.2 to City Council was initiated by Planning Commission Representative Kibler seconded by Planning Commission Representative Trudell and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 12.2 - Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Recommend approval of Stormwater Plan Requirements - Chapter 12.2 to City Council was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Kibler and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

Chapter 13.1 - Chairman Offerdahl opened the public hearing to the public for testimony.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to Recommend approval of Nonconforming Manufacture Housing in Single Family Residential Zone - Chapter 13.1 to City Council was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Trudell and carried by the following roll call vote: ayes: Robert Kibler, Annette Mennem,

Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler; nays: None.

6. MISCELLANEOUS AND DISCUSSION ITEMS

7. ADJOURNMENT

With no further business, Chairman Offerdahl adjourned the meeting at 9:01 pm.