

On March 10, 2026, 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, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich

Members Absent: Kayla Johnson, Robert Kibler, Bradly Wolff, Robert Amick, Erin Parker

City Staff Present: Tom Joyce, Nick Schmitz, Brian Billingsley, Hannah Hornberger, Dan Falconer, Doug Diedrichsen, Emily Huettl(virtual), Luke Tillema, Jennifer Kleen, Alderman Hayes

Others Present:

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS AND DECORUM

3.1. INTRODUCTIONS AND DECORUM HANDOUT

4. PLANNING COMMISSION

4.1. APPROVE THE FEBRUARY 10, 2026 REGULAR MEETING MINUTES

The motion to approve February 10, 2026 regular meeting minutes was initiated by Planning Commission Representative Mennem seconded by Ziegler and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5. PUBLIC HEARING

5.1. CASE #2026-07 - 2701 30TH AVE NW - ZONING MAP AMENDMENT, ANNEXATION, CONDITIONAL USE PERMIT

Mr. Diedrichsen reviewed the staff report.

The Commissioners and City Staff had a discussion.

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

Brian Sullivan, applicant, gave a background to the Planning Commissioners.

Chairman Offerdahl closed the public hearing.

The motion to approve based on staff's recommendation and findings 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, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5.2. CASE #2026-09 - PW SEWER WATER BUILDING - PUBLIC ZONE MASTER

PLAN

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 findings of fact was initiated by Ziegler seconded by Planning Commission Representative Dockter and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5.3. CASE #2026-10 - SUNRISE GARDENS - 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 findings of fact was initiated by Trudell seconded by Planning Commission Representative Baumann and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5.4. CASE #2026-11 - STONEBRIDGE FARMS 7TH ADDITION - ZONING MAP AMENDMENT, ANNEXATION, PRELIMINARY PLAT, EASEMENT VACATION

Mr. Diedrichsen reviewed the staff report.

It is noted that the applicant pulled the portion to be zoned "P" for Public and request that lot be included in the R-1S zoning.

The Commissioners and City Staff 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 approve based on staff's recommendation and findings of fact was initiated by Planning Commission Representative Baumann seconded by Ziegler and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5.5. CASE #2026-12 - SEEDS OF EDEN - CONDITIONAL USE PERMIT FOR CAUSE HEARING

Mr. Falconer reviewed the staff report.

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

Barbara Skogstad, resident, asked questions regarding the "dangerous building" aspects.

Becky Brodell, resident, had questions about condition #12.

Chairman Offerdahl closed the public hearing.

Vice Chair Baumann discussed his disappointment in the situation.

The motion to approve the revocation of the Conditional Use Permit 2023-11-01 was initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Dockter and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

5.6. CASE #2026-16 - SPRING CLEAN UP - ZONING ORDINANCE TEXT AMENDMENT

The Commissioners had a discussion. Mr. Diedrichsen reviewed the following:

- Section 4.1-6 Commercial Uses - Section D: Convenience Stores/Fuel Station
- Table 2.2 updated to allow gas stations in CBD by right
- Section 6.1-7 Residential Districts - Parking and Related Outdoor Storage Requirements. B. Parking Location Requirements
- Section 6.1-5 Parking Lot Design Standards - Section C: Conventional Paving

The Commissioners and City Staff 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 approve amendment to Section 4.1-6 - Section D; Table 2.2; Section 6.1-7; & Section 6.1-5 - Section C was initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Mennem and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

Mr. Diedrichsen reviewed Section 7.1-4 Screening Requirements: Section C: Buffer Yards & Section D: Reduced Width Allowances.

The Commissioners and City Staff 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 approve amendment to Section 7.1-4 - Section C & Section D was initiated by Ziegler seconded by Trudell and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

Mr. Diedrichsen reviewed the amendments to Article 11.

The Commissioners and City Staff 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 approve amendment to Article 11: Floodplain Management was initiated by Dockter seconded by Trudell and carried by the following roll call vote: ayes: Tim Baumann, Annette Mennem, Dustin Offerdahl, Serena Pontenila, Darrik Trudell, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None.

6. PERSONAL APPEARANCES

7. MISCELLANEOUS AND DISCUSSION ITEMS

Vice Chair Baumann discussed how he just did a ride along with the Transit Department and informed the board of the Transit Development Program that is currently happening.

Commissioner Mennem discussed how for MSU transit is highly needed.

8. ADJOURNMENT

With no further business, Chairman Offerdahl adjourned the meeting at 6:52 pm.