



Regular Planning Commission Meeting

Tuesday, July 14, 2026, at 5:30 PM

City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. INTRODUCTIONS AND DECORUM
 - 3.1. INTRODUCTIONS AND DECORUM HANDOUT
4. APPROVAL OF MINUTES
 - 4.1. APPROVE THE JUNE 25, 2026 REGULAR MEETING MINUTES
5. PUBLIC HEARING
 - 5.1. CASE #2026-44 - MINOT LEGENDS SOCCER - ZONING MAP AMENDMENT

Public hearing request by Justin Ahmann, representing the Minot Soccer Association, owner, for a request for a zoning map amendment from "R3" Multiple Residence District to "P" Public District. The legal description for the property is an Unplatted Portion of the SW ¼ SW ¼ Less Elk Heights & Road, Section 27, Township 155 N, Range 83 W, Ward County, North Dakota

The subject property is unaddressed.

- 5.2. CASE #2026-47 - TOLLBERG SHORES 3RD ADDITION - PRELIMINARY PLAT, EASEMENT VACATION

Public hearing request by Rob Berard, representing Four Seasons Construction Inc., owner, for a request for a preliminary plat and vacation of right of way. The legal description for the property is Lots 7 & 8, Block 3 and Lots 1, 2, & 3, Block 4 plus vacated portion of 11th Street NW, Tollberg Shores Addition to the City of Minot, Ward County, North Dakota.

The subject property addresses are 1101 25th Ave. NW, 1000 24th Ave. NW

and 2401, 2404, & 2408 11th St. NW.

5.3. CASE #2026-49 - LOTS 1 & 2 SOUTHEAST RIDGE BUSINESS PARK 4TH ADDITION - PRELIMINARY PLAT, ZONING MAP AMENDMENT

Public hearing request by Rusten Roteliuk, representing Schatz Properties, LLC., owner, for a request for a preliminary plat and zoning map amendment from "MH" Manufactured Home district to "M1" Light Industrial district. The legal description for the property is a Portion of Feist Subdivision of a Portion of Gold Nugget Addition, Block 2 and Southeast ridge Business Park Addition, Block 1, Lots 16 & 17, located in the NW ¼ of the NE ¼ of section 29, Township 155 North, Range 82 West, City of Minot, Ward County, North Dakota.

The subject property addresses are 1306 37th St. SE and an adjacent unaddressed lot

5.4. CASE #2026-40 - SUMMER TEXT AMENDMENT - LDO CLEANUP

Public hearing request by Brian Billingsley, Community Development Director, Representing the City of Minot for a request of a zoning text amendment the Land Development Ordinance addressing park impact fees, data centers, minimum residential lot sizes, accessory dwelling units, R3D Row Home District, commercial landscaping requirements, minor subdivision platting process and parking regulations.

6. PERSONAL APPEARANCES

6.1. PERSONAL APPEARANCES

7. MISCELLANEOUS AND DISCUSSION ITEMS

8. ADJOURNMENT

INTRO

The Planning Commission evaluates land use applications for compliance with the standards and procedural requirements outlined within the Zoning Supplement to the City of Minot (Zoning Code) and North Dakota Century Code. Further, the Planning Commission is tasked to ensure development within the City of Minot aligns with the City of Minot 2012 Comprehensive Plan (Comprehensive Plan).¹

Planning Department staff are assigned to support the Planning Commission by reviewing applications for compliance with the Zoning Code and alignment with the Comprehensive Plan. Staff summarizes this information to the Planning Commission in the form of written staff reports, which include a recommendation. Oral presentations summarizing a staff report and any additional information obtained since the date said staff report was written is provided as determined necessary by the Planning Commission.

Planning Commission is not required to follow City staff recommendation. However, a deviation from staff's recommendation may require clarification to the findings of fact along with clearly stated reasoning for any alternative recommendation.

Finally, staff is not able to anticipate all information entered into the record via Planning Commissioner discussion or provided by the public during the open public comment period. Staff is available to answer any questions which may arise through discussion.

The Planning Commission renders a decision for variances, interim use permits, and conditional use permits that may be appealed to City Council. The Planning Commission provides recommendations to City Council for all other land use applications.

DECORUM

Persons attending public hearings are expected to conduct themselves with decorum to assure fairness and equity in the proceedings. Participants must:

- Step to the podium/microphone each time you wish to be recognized by the Planning Commission to offer a comment, or to ask or answer a question, and state your name for the record. To ensure minutes of the meeting accurately reflect the individual for which statements are made a sign-in sheet is provided at the podium for those wishing to speak.
- Address all testimony, comments and questions to the Chair of the Commission and not the other participants, the applicant, or the staff. The Chair of the Commission will determine the appropriateness of all questions and when and where to direct them.
- Allow others in attendance an opportunity to present their testimony. Do not interrupt the proceedings with applause, heckling, outbursts or other disruptive behavior.
- Address the issues and application that are before the Commission. These proceedings are not the forum to discuss the appropriateness of particular land use policies, regulations, or alternatives.
- Please silence your phones or set them to vibrate at this time.

¹ Per N.D.C.C 40-48-09, the basic purpose of the plan:

...The plan shall be made with the general purpose of guiding and accomplishing a coordinated, adjusted, and harmonious development of the municipality and its environs, which, in accordance with present and future needs, best will promote the amenities of life, health, safety, morals, order, convenience, prosperity, and general welfare as well as efficiency and economy in the process of development, including adequate provision for light and air, distribution of population, good civic design and arrangement, wise and efficient expenditure of public funds, the adequate provision of public utilities and other public requirements, the improvement and control of architecture, and the general embellishment of the area under its jurisdiction.

On June 25, 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, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman

Members Absent: Robert Kibler, Serena Pontenila, Bradly Wolff, Erin Parker

City Staff Present: Emily Huettl, Brian Billingsley, Hannah Hornberger, Doug Diedrichsen, Dan Falconer, Jennifer Kleen, Nick Schmitz

Others Present: Tom Erie, Mike Moe, Holli Moe

2. PLEDGE OF ALLEGIANCE

3. INTRODUCTIONS AND DECORUM

3.1. INTRODUCTIONS AND DECORUM HANDOUT

4. PLANNING COMMISSION

4.1. APPROVE THE MAY 12, 2026 REGULAR MEETING MINUTES

The motion to approve the May 12, 2026 regular meeting minutes was initiated by Goodman seconded by Trudell and carried by the following roll call vote: ayes: Tim Baumann, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman; nays: None.

5. PUBLIC HEARING

5.1. CASE #2026-32 - EKREM'S ADDITION, LOT 4, BLOCK 2 - VARIANCE

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 Planning Commission Representative Amick seconded by Goodman and carried by the following roll call vote: ayes: Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman; nays: None.

5.2. CASE #2026-33 - LOT 1 MASTER BLOCK 3RD ADDITION - INTERIM 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.

No one appeared to testify.

Chairman Offerdahl closed the public hearing.

The motion to approve based on staff's recommendation and findings of fact and the Planning Commission will review if zoning regulations surrounding change was initiated by Goodman seconded by Ziegler and carried by the following roll call vote: ayes: Tim Baumann, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman; nays: None.

5.3. CASE #2026-37 - 5309 ZAHARIA DR - APPEAL

Mr. Falconer reviewed the staff report.

The Commissioners and City Staff had a discussion.

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

Tom Erie, with Liechty Homes, spoke on behalf of the appeal.

Mike Moe, resident, speaks about the site.

Holli Moe, resident, speaks about the site.

Chairman Offerdahl closed the public hearing.

A motion to affirm the planning staff's decision was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Baumann. Commissioner Goodman motioned to amend the current motion to find a solution for the applicant seconded by Commissioner Trudell. After discussion this amendment was withdrawn.

The motion to affirm the planning staff's decision was initiated by Planning Commission Representative Amick seconded by Planning Commission Representative Baumann and carried by the following roll call vote: ayes: Tim Baumann, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich; nays: None; abstain: Melinda Goodman.

5.4. CASE #2026-39 - 110 4TH AVE NW - 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.

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 Planning Commission Representative Amick and carried by the following roll call vote: ayes: Tim Baumann, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman; nays: None.

6. PERSONAL APPEARANCES

6.1. PERSONAL APPEARANCES

No one appeared to testify.

7. ACTION ITEMS

8. MISCELLANEOUS AND DISCUSSION ITEMS

8.1. ETJ DISCUSSION

Mr. Diedrichsen informed the Planning Commission that Burlington's Planning Commission met with him to discuss the Dakota Boys and Girls Ranch property. Burlington has moved to appoint 2 of their City Council members to meet with 2 of our City Council members to discuss the jurisdiction.

The motion to recommend that the Mayor appoint 2 City Council members to discuss jurisdiction of the Dakota Boys and Girls Ranch property was initiated by Planning Commission Representative Baumann seconded by Planning Commission Representative Amick and carried by the following roll call vote: ayes: Tim Baumann, Dustin Offerdahl, Darrik Trudell, Robert Amick, Tanner Dockter, Kasper Ziegler, Roger Reich, Melinda Goodman; nays: None.

8.2. THANK YOU TO COMMISSIONER KIBLER - FINAL MEETING

Thank you to Commissioner Kibler to the dedication to the Planning Commission.

9. ADJOURNMENT

With no further business, Chairman Offerdahl adjourned the meeting at 7:05 pm.



Planning Commission Staff Report

Application Date: 05/26/2026
Date of Staff Report: 06/23/2026
Planning Commission Meeting: 07/14/2026

Staff Contact: Doug Diedrichsen AICP, Principal Planner
Staff Recommendation: Approval

Case Number: 2026-44

Project Name: Minot Legends Soccer - Zone Change

Current Legal Description: See Project Description

Proposed Legal Description: No Change

Present Address: Unaddressed

Representative: Justin Ahmann

Owner: Minot Soccer Association

Entitlements Requested: Zoning Map Amendment from "R3" Multiple Residence District to "P" Public District.

Present Zone(s): "R3" Multiple Residence District

Present Use(s): Vacant

Uses Allowed in Present Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district.

Present Future Land Use Map Designation: Gateway Commercial

Proposed Zone(s): "P" Public District.

Proposed Use(s): Indoor/Outdoor Recreation Complex

Uses Allowed in Proposed Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district

Proposed Future Land Use Map Designation: No Change

PROJECT DESCRIPTION:

Public hearing request by Justin Ahmann, representing the Minot Soccer Association, owner, for a request for a zoning map amendment from “R3” Multiple Residence District to “P” Public District. The legal description for the property is an Unplatted Portion of the SW ¼ SW ¼ Less Elk Heights & Road, Section 27, Township 155 N, Range 83 W, Ward County, North Dakota

The subject property is unaddressed.

An aerial map of the subject property may be found in **Exhibit 1**

BACKGROUND INFORMATION:

The property owner seeks to rezone the property from “R3” Multiple Residence District to “P” Public District for a future soccer complex project they are currently fundraising to build.

A Letter of Intent can be found in **Exhibit 2**.

A conceptual design of the proposed soccer complex can be found in **Exhibit 3**.

The zoning and future land use map are provided in **Exhibit 4**.

Site photos are provided in **Exhibit 6**.

STAFF ANALYSIS:

Zoning Map Amendment Analysis:

Section 9.1-7 of the Minot Land Development Code provides the procedures for amending the official zoning map of the City of Minot. Section 9.2 provides the noticing requirements for public hearings held by the Planning Commission. Section 9.1-7 D. recognizes that the future land use map may need to be amended to support any rezoning request. The applicant has submitted the necessary application documents required per Section 9.1-7 C. and noticing has been conducted as required per Section 9.2.

The subject property future land use designation is Gateway Commercial, which aligns with the proposed zone change to “P” Public District. Staff finds no future land use map amendment is necessary.

Section 9.1-7 E. 2. requires the Planning Commission to provide findings of fact to ensure the criteria included in Section 9.1-7 H. has been satisfied in order to support any recommendation regarding any proposed changes to the zoning map or Future Land Use Map. Staff provides the following guidance:

Section 9.1-7 H. relates to whether or not the proposed zoning map amendment is justified due to a change in conditions, error in the zoning map, or by in order to fulfill the future land use map of the Comprehensive Plan.

The request will rezone the property to a complimentary zoning district for the Gateway Commercial designation. Section 9.1-7 H. 1 is satisfied.

The City and other agencies will be able to provide necessary public services and facilities to serve the proposed development. Section 9.1-7 H. 2 is satisfied.

Section 9.1-7 H. 3. requires that the proposed zoning map amendment will not substantially diminish the condition or value of property in the vicinity. Staff finds no evidence that the zoning map amendment to “P” Public District will diminish the condition or value of property within the vicinity. The adjacent properties have primary been developed with single family homes or agricultural uses. Section 9.1-7. H. 3. is satisfied.

Section 9.1-7. H. 4. requires the zoning change to be consistent with the purpose of the Land Development Ordinance of the City of Minot, the Comprehensive Plan, and other adopted plans and policies of the City. The proposed development must comply with all development standards within the Land Development Ordinance of the City of Minot and the zoning map amendment aligns with the future land use designation of Gateway Commercial in the City of Minot 2040 Comprehensive Plan. Therefore, Section 9.1-7. H 4. is satisfied.

Comments:

1. There were no public comments at the time of writing this staff report.
2. The application was distributed to city departments and external public agencies within the City for review and the following comments were received.
 - a. Ward County Highway Department: Potential future impacts from one of the proposed alignments of the SW bypass project. Potential impacts outlined in **Exhibit 5**.

FINDINGS OF FACT:

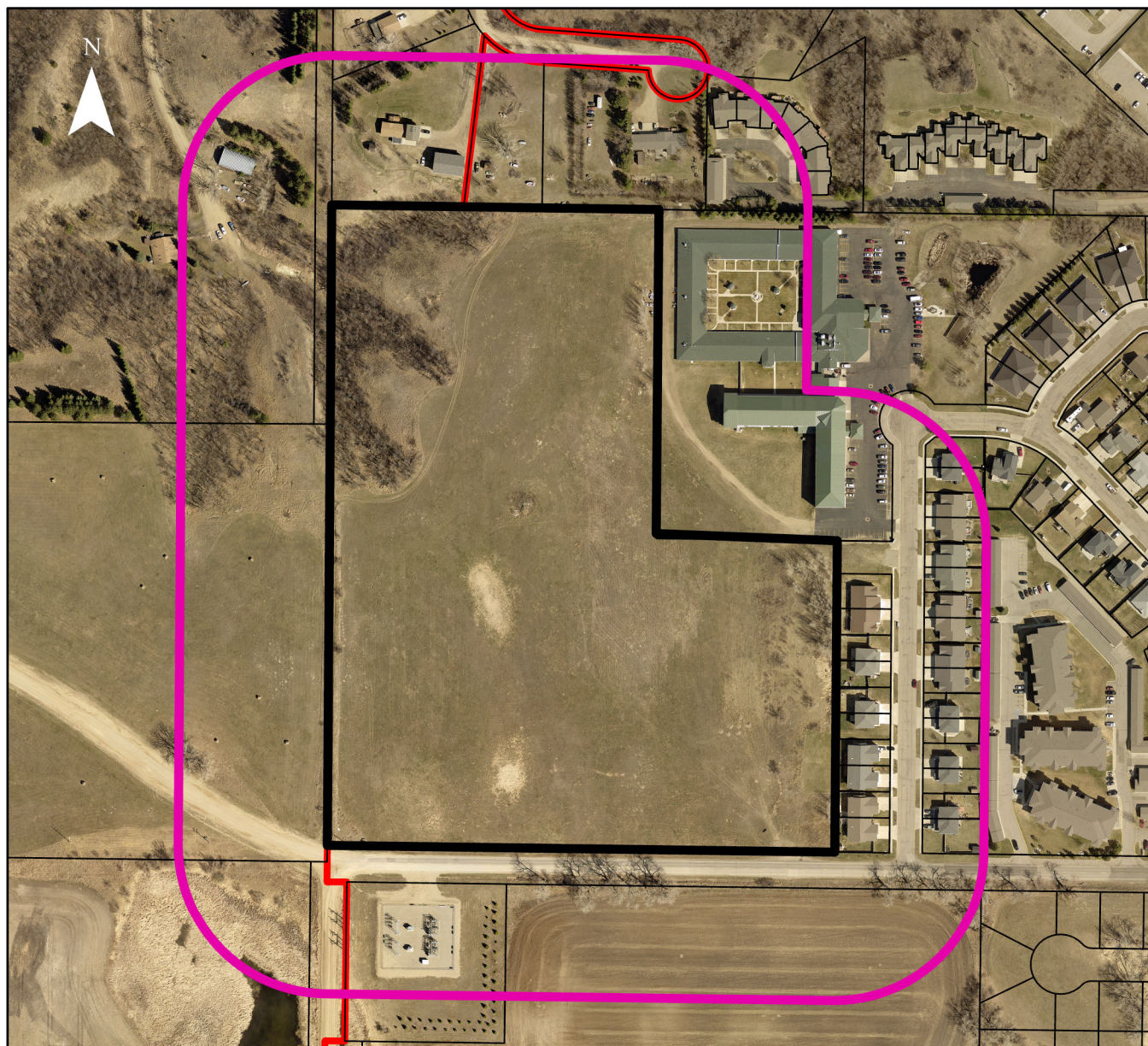
The Minot Planning Commission should accept the following findings of facts:

- 1) The applicants have submitted a complete application for a zoning map amendment.
- 2) The applicant’s request is consistent with the bulk requirements of Chapter 2.22 – “P” Public District of the Land Development Ordinance of the City of Minot (LDO).
- 3) The present zoning is “R3” Multiple Residence District.
- 4) The City of Minot 2040 Comprehensive Plan Future Land Use Map designates this area as Gateway Commercial.
- 5) Section 9.1-7 H. 1. is satisfied, as the FLU map denotes this area as Gateway Commercial and the proposal is to zone the property as “P” Public District is in alignment with the FLU map designation.
- 6) Section 9.1-7 H. 2 is satisfied, as the City and other public agencies will be able to provide services to support the request.

- 7) Section 9.1-7 H. 3 is satisfied, as there exists no evidence that the proposed development will substantially diminish the condition or value of property in the vicinity.
- 8) The zoning map amendment is consistent with the purpose of the Minot Land Development Ordinance and other adopted policies of the City per Section 9.1-7 H. 4.
- 9) The Minot Planning Commission has the authority to hear this case and provide a recommendation to City Council whether it be approved or denied. The public notice requirements were met, the hearing was legally noticed and posted, and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

RECOMMENDATION:

Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval to City Council for a zoning map amendment from “R3” Multiple Residence District to “P” Public District.



0 230 460 920 Feet

Legend

- City Limits
- Two Mile Boundary
- Case # 2026-44
- Case # 2026-44 Notification Area

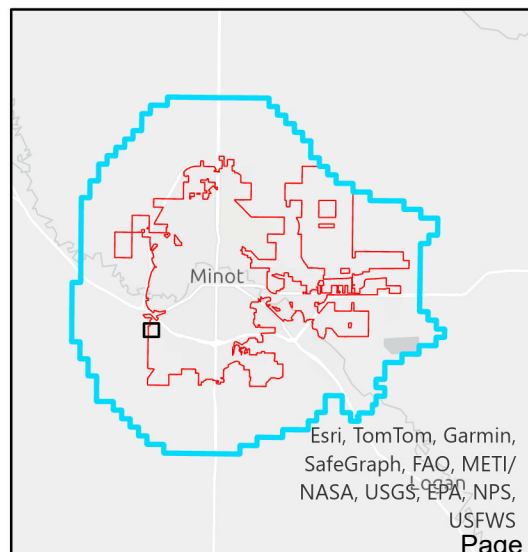


Exhibit 2

May 26, 2026

Doug Diedrichsen, AICP
City of Minot, Principal Planner

Re: Minot Soccer Association, 20th Ave SW Development
Notice of Intent

The Minot Soccer Association (MSA) owns land on the north side of 20th Ave SW west of 28th Street. MSA has been raising money to develop this land in the future. The Phase 1 improvements will include constructing an indoor turf facility with a parking lot, water and sewer services, grading, and landscaping as necessary. In the future, MSA plans to develop the remaining land for outdoor soccer fields, storage and concessions buildings, additional parking, and possibly a walking path.

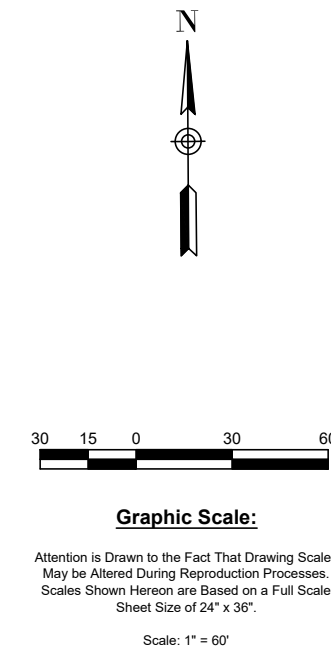
To date, two Development Review Team (DRT) meetings have been held with City of Minot staff. The City of Minot has recommended rezoning the property to allow for the use of the property to the fullest extent. Please accept the rezoning application that has been submitted. Thanks.

Sincerely,



Justin Ahmann
Minot Soccer, Board President

Enc: Preliminary Site Plan



PARKING

CITY OF MINOT PARKING REQUIRED:

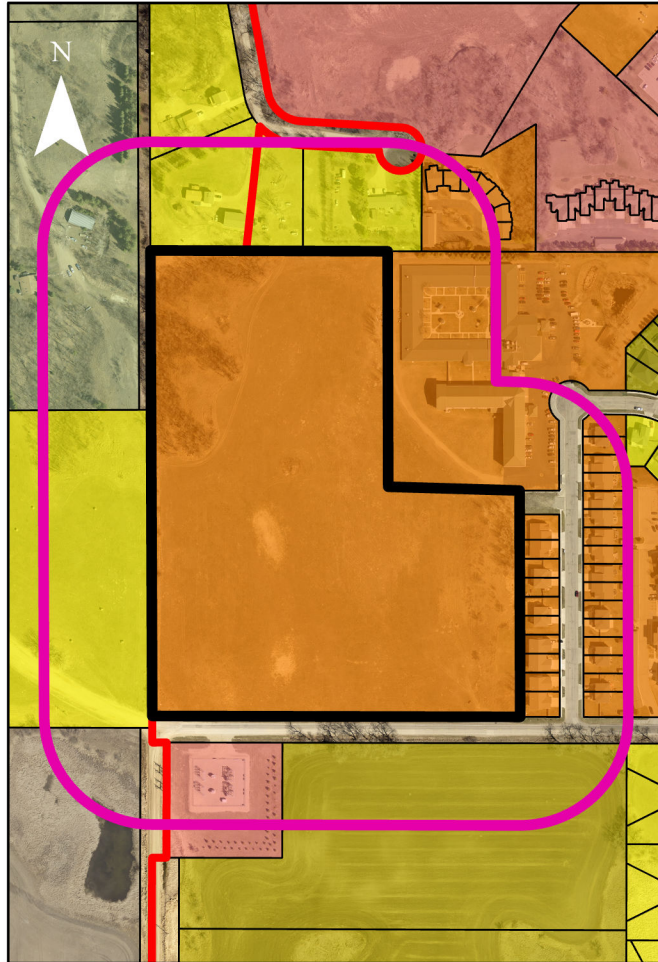
OUTDOOR RECREATION - PER SITE PLAN

INDOOR RECREATION - 1 SPACE PER 1,000 SF
32,300 SF = 32 SPACES

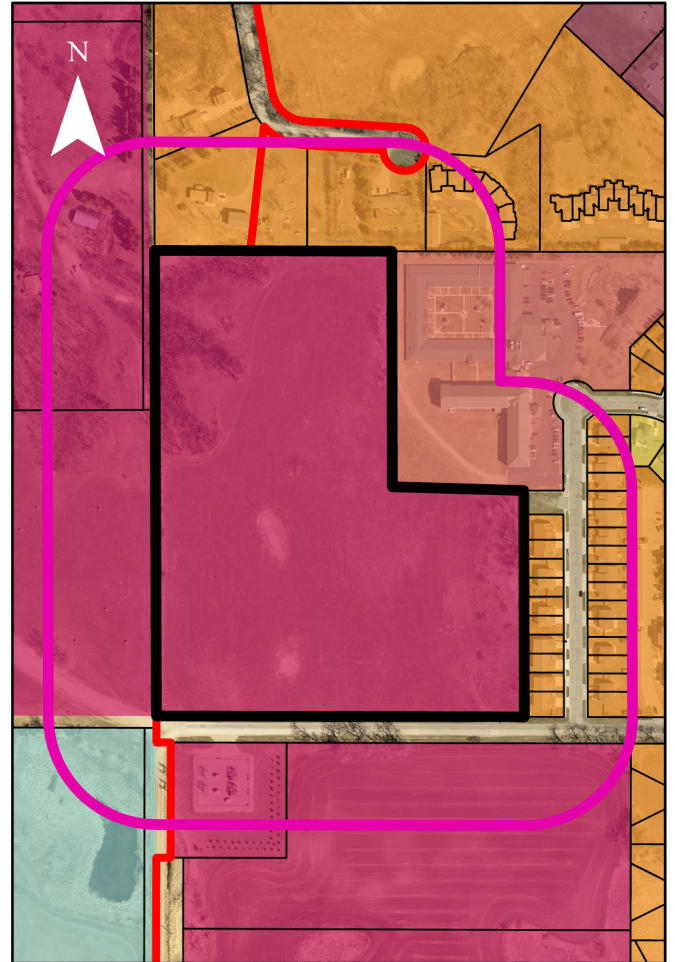
PROVIDED:

38 SPACES

ZONING



FUTURE LAND USE



0 250 500 1,000 Feet

Zoning

	AG
	C2
	P
	R1
	R2
	R3

Both Maps

	City Limits
	Two Mile Boundary

Land Use Type

	Suburban Residential
	General Commercial
	Neighborhood Commercial
	Urban Residential
	Urban Residential
	Gateway Commercial
	Public and Institutional

Exhibit 5

From: Larsen, Dana
Sent: Tuesday, June 23, 2026 2:53 PM
To: Doug Diedrichsen
Subject: FW: Soccer Complex

Doug

I just saw that the Minot Soccer Association is planning on a complex which potentially fall within the SE connector corridor potential route. I am not sure of the next steps. We will have a consultant on board by July 7 and not sure how soon we would be able to supply a more detail alignment. I believe one proposal a saw impact the north two fields. I had emailed Lance earlier today, but thought I should reach out to someone in Planning and Zoning.



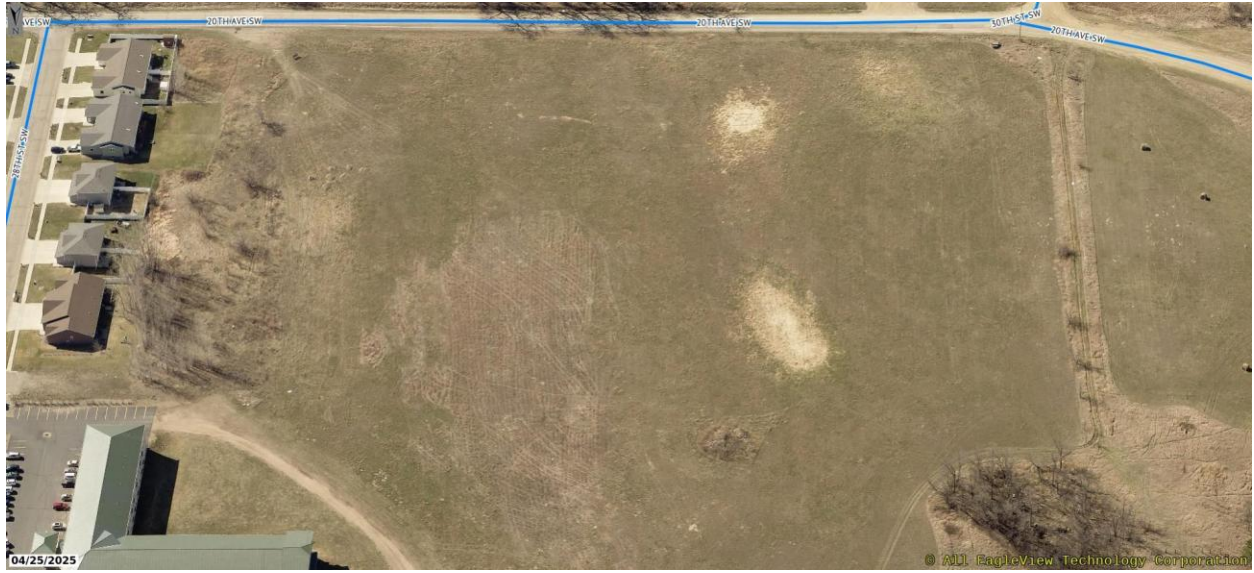
Exhibit 6 – Site Photos



Aerial View 1



Aerial View 2



Aerial View 3



**Planning Commission
Staff Report**

Application Date: 06/08/2026 Date of Staff Report: 06/23/2026 Planning Commission Meeting: 07/14/2026		Staff Contact: Doug Diedrichsen AICP, Principal Planner Staff Recommendation: Approval	
Case Number: 2026-47 Project Name: Tollberg Shores 3 rd Addition – Prelim Plat, Easement Vacation Current Legal Description: See Project Description Proposed Legal Description: Lots 1, 2, 3, 4, 5, 6, 7 & 8 of Tolberg Shores 3rd Addition to the City of Minot Present Address: 1101 25th Ave. NW, 1000 24th Ave. NW and 2401, 2404, & 2408 11th St. NW plus a portion of 11th Street NW		Representative: Rob Berard, Ackerman Surveying Owner: Four Seasons Construction Inc. Entitlements Requested: Preliminary Plat approval and a right-of-way and easement vacation.	
Present Zone(s): “R1” Single Family Residential District Present Use(s): Vacant Uses Allowed in Present Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district. Present Future Land Use Map Designation: Suburban Residential		Proposed Zone(s): No change Proposed Use(s): Residential Uses Allowed in Proposed Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district Proposed Future Land Use Map Designation: No Change	

PROJECT DESCRIPTION:

Public hearing request by Rob Berard, representing Four Seasons Construction Inc., owner, for a request for a preliminary plat and vacation of right of way. The legal description for the property is Lots 7 & 8, Block 3 and

Lots 1, 2, & 3, Block 4 plus vacated portion of 11th Street NW, Tollberg Shores Addition to the City of Minot, Ward County, North Dakota.

The subject property addresses are 1101 25th Ave. NW, 1000 24th Ave. NW and 2401, 2404, & 2408 11th St. NW.

An aerial map of the subject property may be found in **Exhibit 1**

BACKGROUND INFORMATION:

The property owner seeks to realign previously platted single family home lots increasing the density and adding two additional lots and vacating the previously platted road and utility easements. The applicant acknowledges that this will create a longer than normal block, so they have included an easement for a cross-block pedestrian connection. A public sidewalk easement will also be included on the southeast corner of lot 5 to facilitate connectivity to the sidewalk infrastructure currently being installed for the Lewis and Clark Elementary School's Safe Routes to School project.

The preliminary plat can be found in **Exhibit 2**.

The zoning and future land use map are provided in **Exhibit 3**.

Site photos are provided in **Exhibit 4**.

STAFF ANALYSIS:

Subdivision Design Standards:

Section 10.2-7 C. of the Land Development Ordinance of the City of Minot (LDO) covers the process of application and submittal for a major subdivision preliminary plat. The applicant has submitted the necessary application documents required per Section 10.2-7 C. 2. and noticing has been conducted as required per 9.2-1 (B) and (C).

Section 10.2-7. D. requires that staff's report consider the nature of the proposed development as prescribed within Section 10.2-5 relating to whether or not it meets the technical requirements of Article 10, and if not, whether any such requirements should be waived. To that end, staff provides the following guidance based on the various requirements of Chapter 10.3 – Design Standards:

Section 10.3-1, requiring the proposed subdivision to be designed in accordance with the standards of Chapter 10.3, the Land Development Ordinance as a whole, and a list of various other plans and codes, is satisfied.

Section 10.3-2 prohibits the approval of the subdivision of land that is unsuitable for development due to a variety of reasons. Staff finds the proposed preliminary layout, which proposes eight (8) lots, each with adequate terrain and access to be suitable for development. Staff finds Section 10.3-2 is satisfied.

Section 10.3-3. requires that a subdivision name not already be utilized elsewhere and spelled correctly. The name Tollberg Shores 3rd Addition has not yet been taken and is spelled correctly. Section 10.3-3. is satisfied.

Section 10.3-4. A-F. relating to Street Names and Numbering is not applicable, as there are no additional streets proposed via this subdivision.

The requirements of Section 10.3-11. relating to the design of the individual lots has been satisfied as they all meet the dimensional standards of the proposed zoning district.

Section 10.3-12 relating to block design is satisfied as it follows the concept plans submitted and approved on previous plats and provides for mid-block pedestrian connectivity.

The requirements of Section 10.3-13. A. relating to the dedication of right-of-way, easements, and street widths is satisfied.

Sections 10.3-14 relates to sidewalks, Section 10.3-14 is satisfied with the inclusion of easements to connect to existing infrastructure.

Section 10.3-15 related to public utilities is satisfied. Any expansion or connection to public utilities would be at the expense of the developer. Connection fees would apply at the rate set for this district, to be collected at the time of building permit application.

Section 10.3-21 related to financial security for necessary infrastructure improvements is not applicable.

Section 10.3-22 is satisfied, as the applicant is required to follow all City permitting processes for construction.

Easement Vacation Standards:

Chapter 40-39 of North Dakota Century Code covers the process of application and submittal for opening and vacation streets, alleys and public places. The applicant has submitted the necessary application documents required and noticing has been conducted as required per 9.2-1 (B) and (C).

NDCC 40-39-05. Petitions for vacation of streets, alleys, or public grounds to meet the following. No public grounds, streets, alleys, or parts thereof within a municipality shall be vacated or discontinued by the governing body except on a petition signed by all of the owners of the property adjoining the plat to be vacated. Such petition shall set forth the facts and reasons for such vacation, shall be accompanied by a plat of such public grounds, streets, or alleys proposed to be vacated, and shall be verified by the oath of at least one petitioner. To that end, staff provides the following guidance:

The owner of the property has submitted a petition to vacate a utility easement on their property accompanied by a copy of the current plat, a vacation exhibit prepared and stamped by a licensed land surveyor and a letter of intent for the request referring to a request for a building permit for new construction on the subject property that would encroach on the vacant easement. NDCC 40-39-05 is satisfied.

NDCC 40-39-06, requiring public hearing notification, is satisfied with public hearing notices being mailed via certified letter to all properties within 300', additional mailings if necessary to properties within 600' as required the Land Development Ordinance of the City of Minot for application in the Extraterritorial Zoning Jurisdiction and publication of hearing notices as required by Section 9.2-1. B. of the Land Development Ordinance of the City of Minot.

Comments:

1. There were no public comments at the time of writing this staff report.
2. The application was distributed to city departments and external public agencies within the City for review and the following comment was received.
 - a. City of Minot Engineering Department: Development Agreement required with final plat

FINDINGS OF FACT:

The Minot Planning Commission should accept the following findings of facts:

- 1) The applicants have submitted a complete application for preliminary plat, right-of-way and easement vacation.
- 2) The applicant's request is consistent with the bulk requirements of Chapter 2.6 – "R1" Single Family Residential District of the Land Development Ordinance of the City of Minot (LDO).
- 3) The applicable sections of Chapter 10.3 related to subdivision design are satisfied.
- 4) The present zoning is "R1" Single Family Residential District.
- 5) The City of Minot 2040 Comprehensive Plan Future Land Use Map designates this area as Suburban Residential.
- 6) The Minot Planning Commission has the authority to hear this case and provide a recommendation to City Council whether it be approved or denied. The public notice requirements were met, the hearing was legally noticed and posted, and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

RECOMMENDATION:

Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval of the preliminary plat and easement vacation without conditions.



0 100 200 400 Feet

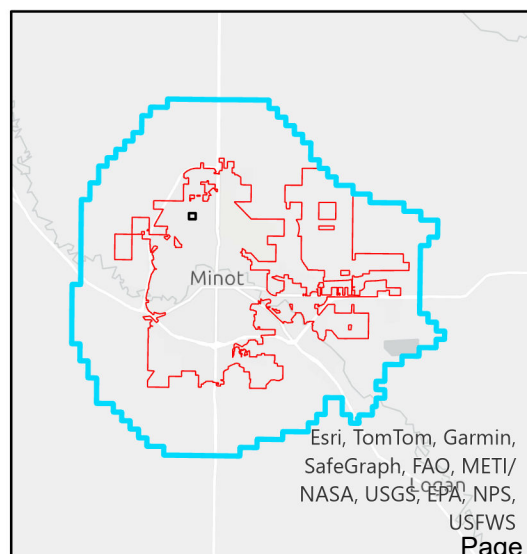
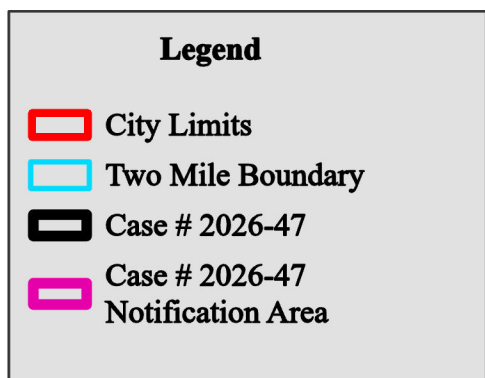
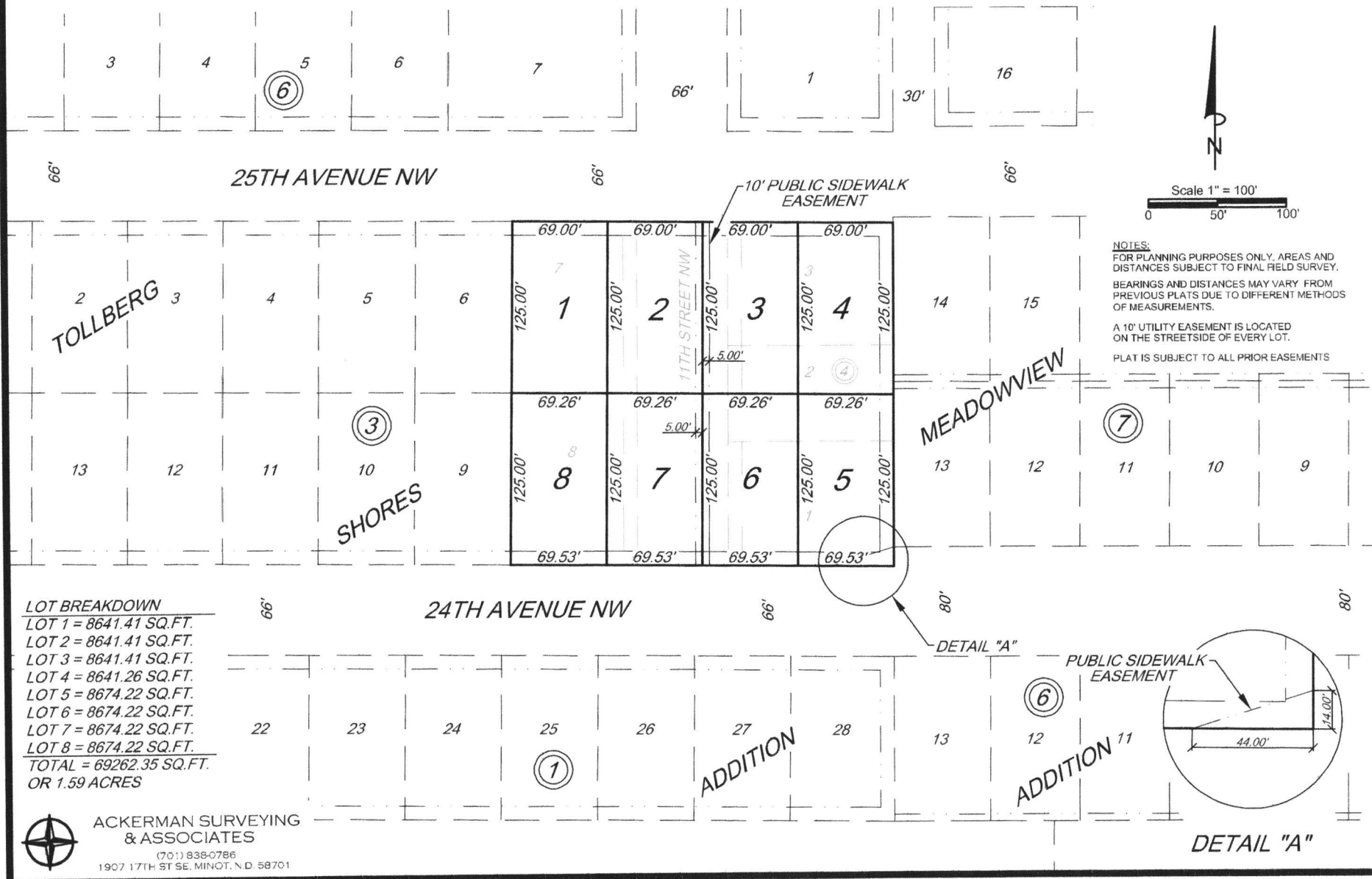


Exhibit 2

PRELIMINARY PLAT OF TOLLBERG SHORES 3RD ADDITION

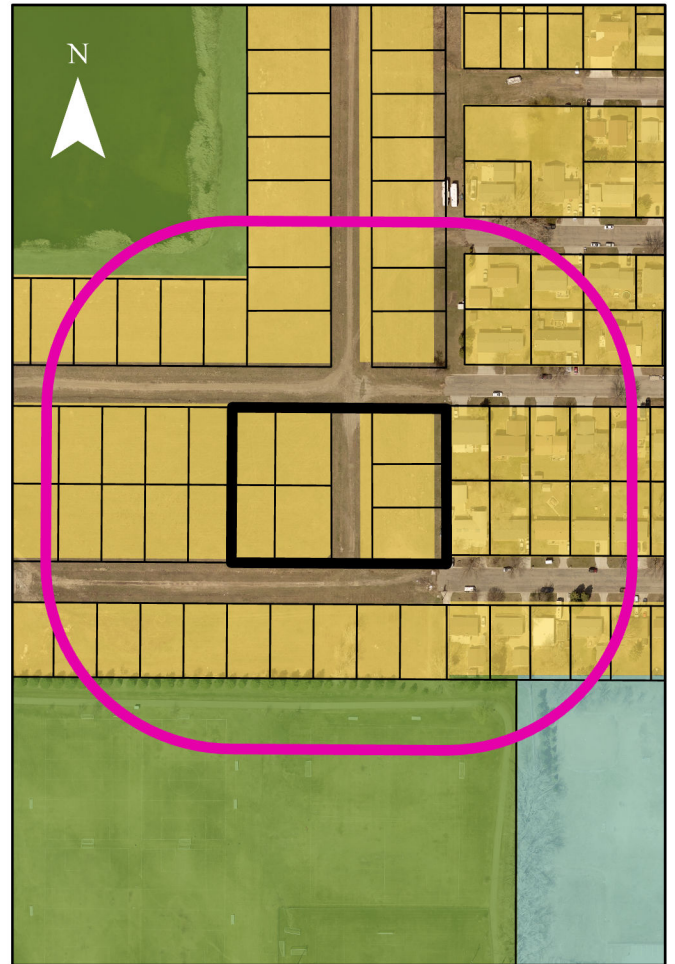
TO THE CITY OF MINOT, NORTH DAKOTA
(BEING LOTS 7 & 8, BLOCK 3 AND LOTS 1, 2 AND 3, BLOCK 4, PLUS VACATED PORTION
OF 11TH STREET NW, TOLLBERG SHORES ADDITION TO THE CITY OF MINOT, NORTH DAKOTA)



ZONING



FUTURE LAND USE



0 150 300 600 Feet

Zoning

	C1
	P
	R1
	R3C

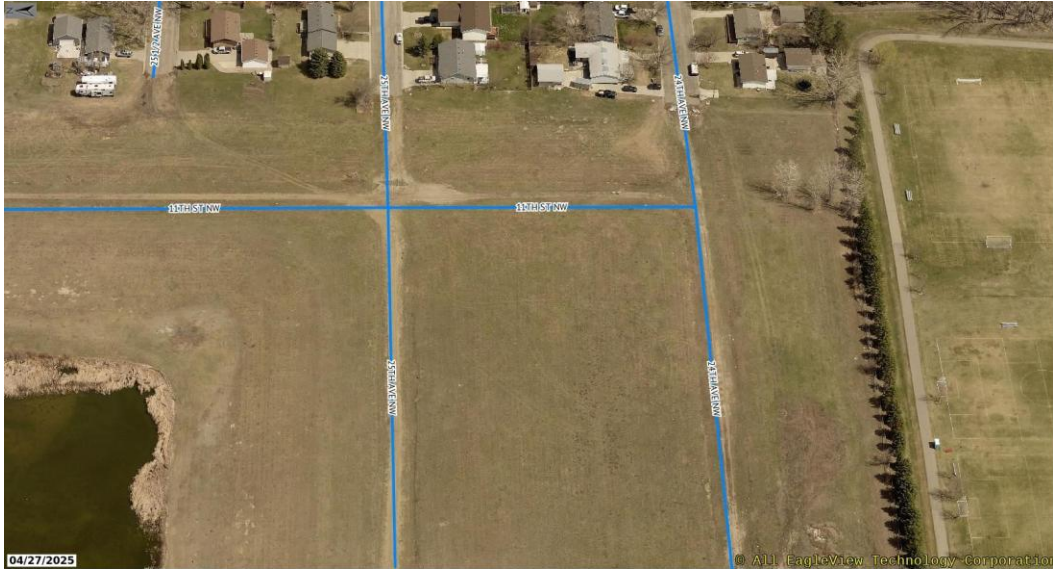
Both Maps

	City Limits
	Two Mile Boundary

Land Use Type

	Public Institutional
	Suburban Residential
	Parks And Recreation

Exhibit 4 – Site Photos



Aerial View 1



Aerial View 2



Aerial View 3



Planning Commission Staff Report

Application Date: 06/08/2026
Date of Staff Report: 06/23/2026
Planning Commission Meeting: 07/14/2026

Staff Contact: Doug Diedrichsen AICP, Principal Planner
Staff Recommendation: Approval

Case Number: 2026-49
Project Name: Southeast Ridge Business Park 4th Addition Zone Change, Prelim Plat
Current Legal Description: See Project Description
Proposed Legal Description: Lots 1 & 2 of Southeast Ridge Business Park 4th Addition to the City of Minot
Present Address: 1306 37th St. SE and an adjacent unaddressed lot

Representative: Rusten Roteliuk, Houston Engineering
Owner: Schatz Properties, LLC.
Entitlements Requested: Preliminary Plat approval, Zoning Map Amendment from “MH” Mobile Home District to “M1” Light Industrial District

Present Zone(s): “MH” Mobile Home District & “M1” Light Industrial District
Present Use(s): Vacant & Industrial
Uses Allowed in Present Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district.
Present Future Land Use Map Designation: Light Industrial

Proposed Zone(s): “MH” Mobile Home District & “M1” Light Industrial District with adjustments with new property lines
Proposed Use(s): Residential & Industrial
Uses Allowed in Proposed Zone(s): See Chapter 2.2 for allowed and conditionally permitted uses within each district
Proposed Future Land Use Map Designation: No Change to parcel designations

PROJECT DESCRIPTION:

Public hearing request by Rusten Roteliuk, representing Schatz Properties, LLC., owner, for a request for a preliminary plat and zoning map amendment from “MH” Manufactured Home district to “M1” Light Industrial

district. The legal description for the property is a Portion of Feist Subdivision of a Portion of Gold Nugget Addition, Block 2 and Southeast Ridge Business Park Addition, Block 1, Lots 16 & 17, located in the NW ¼ of the NE ¼ of section 29, Township 155 North, Range 82 West, City of Minot, Ward County, North Dakota.

The subject property addresses are 1306 37th St. SE and an adjacent unaddressed lot

An aerial map of the subject property may be found in **Exhibit 1**

BACKGROUND INFORMATION:

The property owner seeks to realign and rezone the rearranged lots. This is a lot realignment plat that includes zone changes for the exchange of land between two lots with different zoning classifications. Southeast Ridge Business Park Fourth Addition Lot 1 is requested to be zoned “MH” Mobile Home District and Lot 2 requested to be zoned “M1” Light Industrial District.

The preliminary plat can be found in **Exhibit 2**.

The zoning and future land use map are provided in **Exhibit 3**.

Letter of Intent provided in **Exhibit 4**.

Site photos are provided in **Exhibit 5**.

STAFF ANALYSIS:

Subdivision Design Standards:

Section 10.2-7 C. of the Land Development Ordinance of the City of Minot (LDO) covers the process of application and submittal for a major subdivision preliminary plat. The applicant has submitted the necessary application documents required per Section 10.2-7 C. 2. and noticing has been conducted as required per 9.2-1 (B) and (C).

Section 10.2-7. D. requires that staff’s report consider the nature of the proposed development as prescribed within Section 10.2-5 relating to whether or not it meets the technical requirements of Article 10, and if not, whether any such requirements should be waived. To that end, staff provides the following guidance based on the various requirements of Chapter 10.3 – Design Standards:

Section 10.3-1, requiring the proposed subdivision to be designed in accordance with the standards of Chapter 10.3, the Land Development Ordinance as a whole, and a list of various other plans and codes, is satisfied.

Section 10.3-2 prohibits the approval of the subdivision of land that is unsuitable for development due to a variety of reasons. Staff finds the proposed preliminary layout, which proposes two (2) lots, each with adequate terrain and access to be suitable for development. Staff finds Section 10.3-2 is satisfied.

Section 10.3-3. requires that a subdivision name not already be utilized elsewhere and spelled correctly. The name Southeast Ridge Business Park Fourth Addition has not yet been taken and is spelled correctly. Section 10.3-3. is satisfied.

Section 10.3-4. A-F. relating to Street Names and Numbering is not applicable, as there are no additional streets proposed via this subdivision.

The requirements of Section 10.3-11. relating to the design of the individual lots has been satisfied as they all meet the dimensional standards of the proposed zoning district.

Section 10.3-12 relating to block design is satisfied as it follows the concept plans submitted and approved on previous plats.

The requirements of Section 10.3-13. A. relating to the dedication of right-of-way, easements, and street widths is satisfied.

Sections 10.3-14 relates to sidewalks, Section 10.3-14 is satisfied.

Section 10.3-15 related to public utilities is satisfied. Any expansion or connection to public utilities would be at the expense of the developer. Connection fees would apply at the rate set for this district, to be collected at the time of building permit application.

Section 10.3-21 related to financial security for necessary infrastructure improvements is not applicable.

Section 10.3-22 is satisfied, as the applicant is required to follow all City permitting processes for construction.

Zoning Map Amendment Analysis:

Section 9.1-7 of the Minot Land Development Code provides the procedures for amending the official zoning map of the City of Minot. Section 9.2 provides the noticing requirements for public hearings held by the Planning Commission. Section 9.1-7 D. recognizes that the future land use map may need to be amended to support any rezoning request. The applicant has submitted the necessary application documents required per Section 9.1-7 C. and noticing has been conducted as required per Section 9.2.

The subject property future land use designation is Light Industrial, which aligns with the proposed zone change to “M1” Light Industrial District. Staff finds no future land use map amendment is necessary.

Section 9.1-7 E. 2. requires the Planning Commission to provide findings of fact to ensure the criteria included in Section 9.1-7 H. has been satisfied in order to support any recommendation regarding any proposed changes to the zoning map or Future Land Use Map. Staff provides the following guidance:

Section 9.1-7 H. relates to whether or not the proposed zoning map amendment is justified due to a change in conditions, error in the zoning map, or by in order to fulfill the future land use map of the Comprehensive Plan. The request stems from an effort to align zoning with the Future Land Use Map, as the “M1” Light Industrial District is a complimentary zone to the Light Industrial designation on the FLU map. Section 9.1-7 H. 1 is satisfied.

The City and other agencies will be able to provide necessary public services and facilities to serve the proposed development. Section 9.1-7 H. 2 is satisfied.

Section 9.1-7 H. 3 requires that the proposed zoning map amendment will not substantially diminish the condition or value of property in the vicinity. Staff finds no evidence that the zoning map amendment to “M1” Light Industrial or “MH” Mobile Home District will diminish the condition or value of property within the vicinity. The adjacent properties have primary been developed with similar residential and industrial uses. Section 9.1-7. H. 3. is satisfied.

Section 9.1-7. H. 4. requires the zoning change to be consistent with the purpose of the Land Development Ordinance of the City of Minot, the Comprehensive Plan, and other adopted plans and policies of the City. The proposed development must comply with all development standards within the Land Development Ordinance of the City of Minot and the zoning map amendment aligns with the future land use designation of Light Industrial in the City of Minot 2040 Comprehensive Plan. Therefore, Section 9.1-7. 4. is satisfied.

Comments:

1. There were no public comments at the time of writing this staff report.
2. The application was distributed to city departments and external public agencies within the City for review and the following comment was received:
 - a. City of Minot Engineering Department: Site plan and storm water management plan required for future development.

FINDINGS OF FACT:

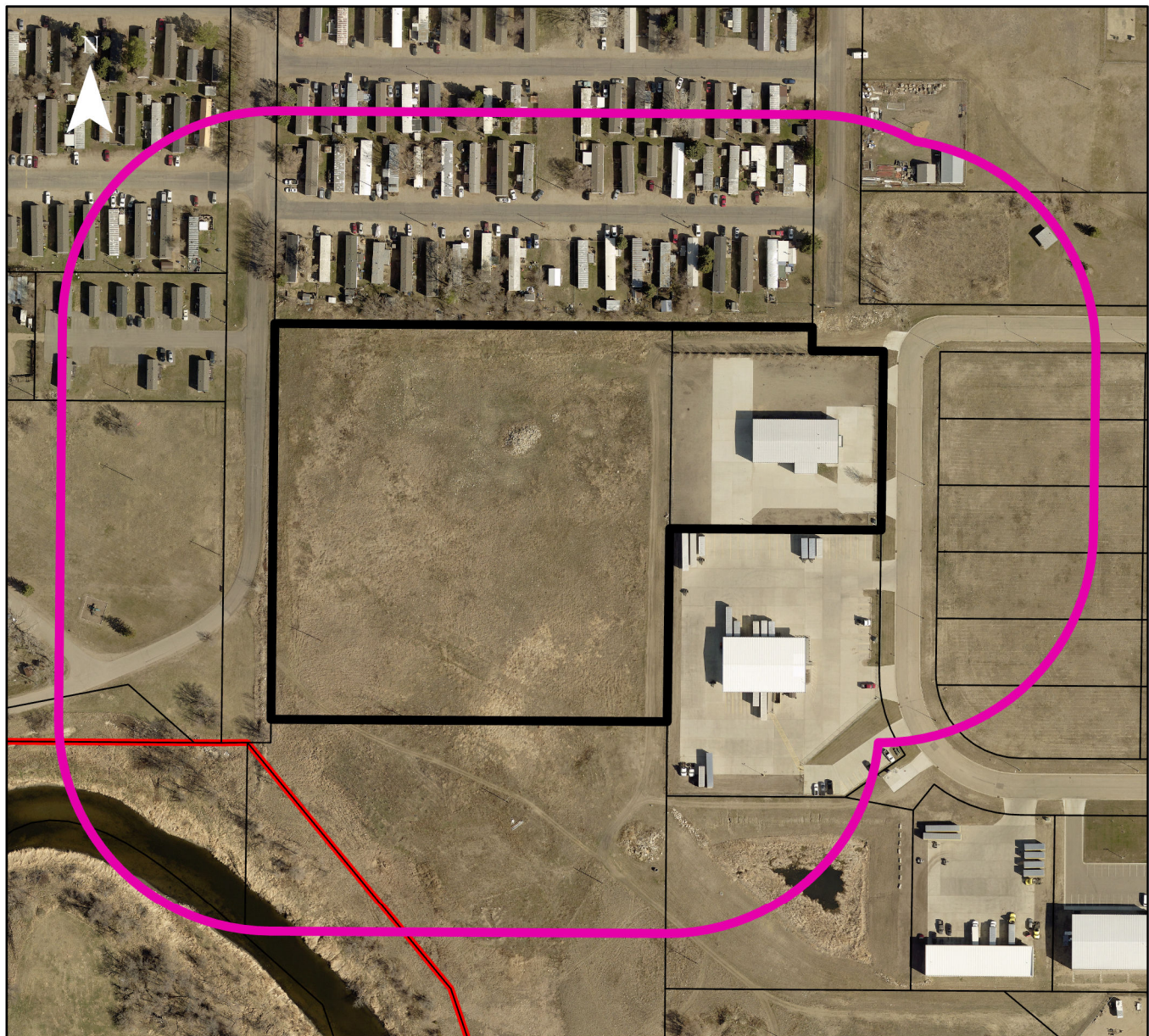
The Minot Planning Commission should accept the following findings of facts:

- 1) The applicants have submitted a complete application for a preliminary plat and Zoning Map Amendment.
- 2) The applicant’s request is consistent with the bulk requirements of Chapter 2.18 – “M1” Light Industrial District and Chapter 2.12 “MH” Mobile Home District of the Land Development Ordinance of the City of Minot (LDO).
- 3) The applicable sections of Chapter 10.3 related to subdivision design are satisfied.
- 4) The present zoning is “MH” Mobile Home District & “M1” Light Industrial District

- 5) The City of Minot 2040 Comprehensive Plan Future Land Use Map designates this area as Light Industrial.
- 6) Section 9.1-7 H. 1. is satisfied, as the FLU map denotes this area as Light Industrial and the proposal is to zone the property as "M1" Light Industrial District.
- 7) Section 9.1-7 H. 2 is satisfied, as the City and other public agencies will be able to provide services to support the request.
- 8) Section 9.1-7 H. 3 is satisfied, as there exists no evidence that the proposed development will substantially diminish the condition or value of property in the vicinity.
- 9) The zoning map amendment is consistent with the purpose of the Minot Land Development Ordinance and other adopted policies of the City per Section 9.1-7 H. 4.
- 10) The Minot Planning Commission has the authority to hear this case and provide a recommendation to City Council whether it be approved or denied. The public notice requirements were met, the hearing was legally noticed and posted, and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

RECOMMENDATION:

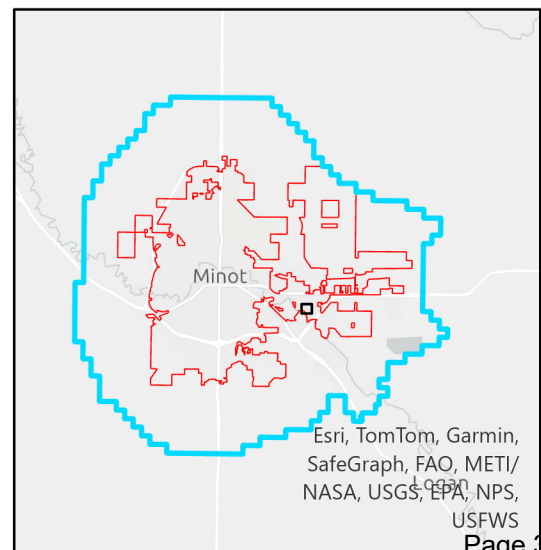
Staff recommends the Planning Commission adopt the staff findings of fact and recommend approval to City Council for a preliminary plat and a zoning map amendment to rezone Southeast Ridge Business Park Fourth Addition Lot 1 to "MH" Mobile Home District and Lot 2 to "M1" Light Industrial District.



0 160 320 640 Feet

Legend

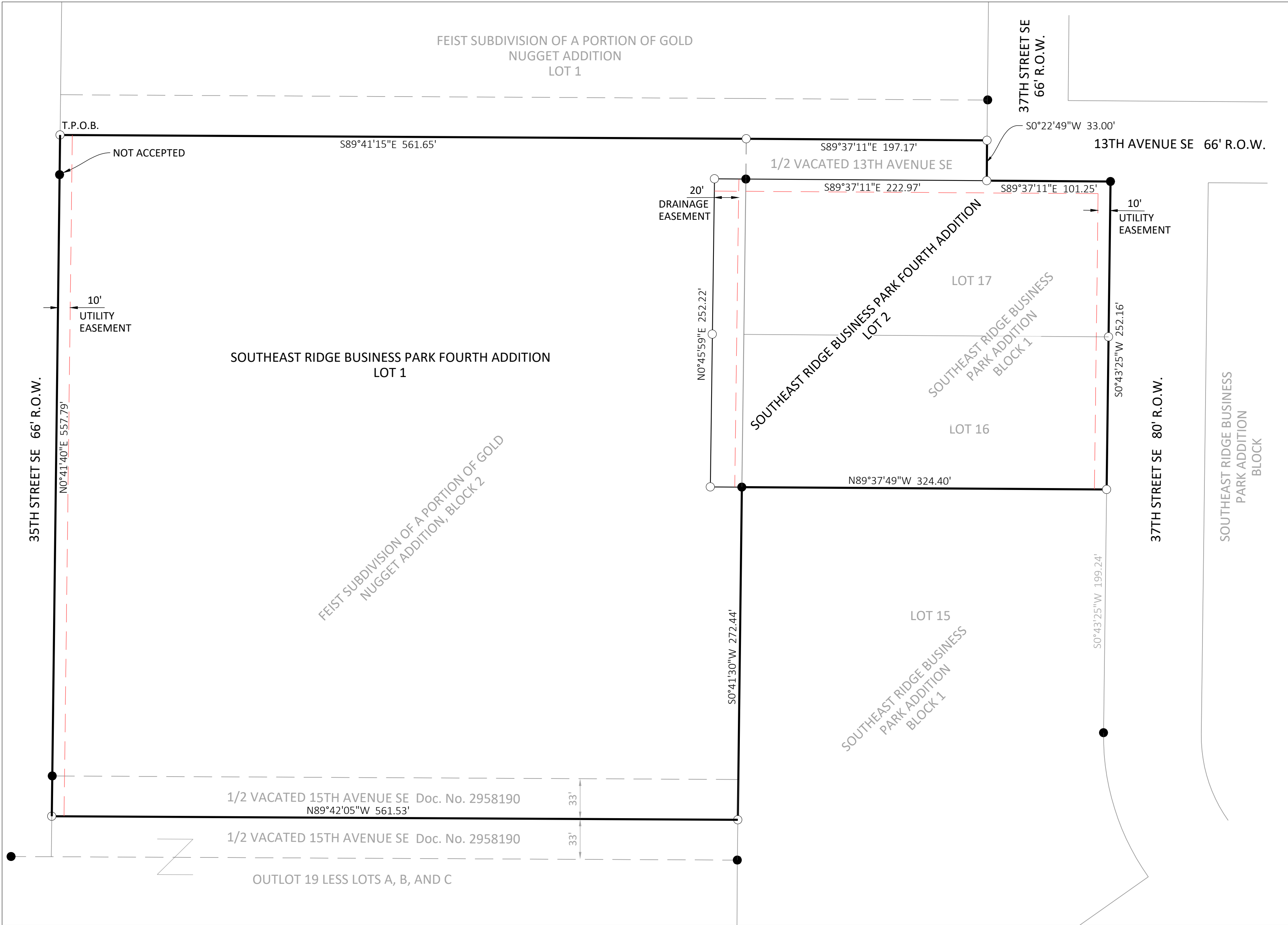
- City Limits
- Two Mile Boundary
- Case # 2026-49
- Case # 2026-49 Notification Area



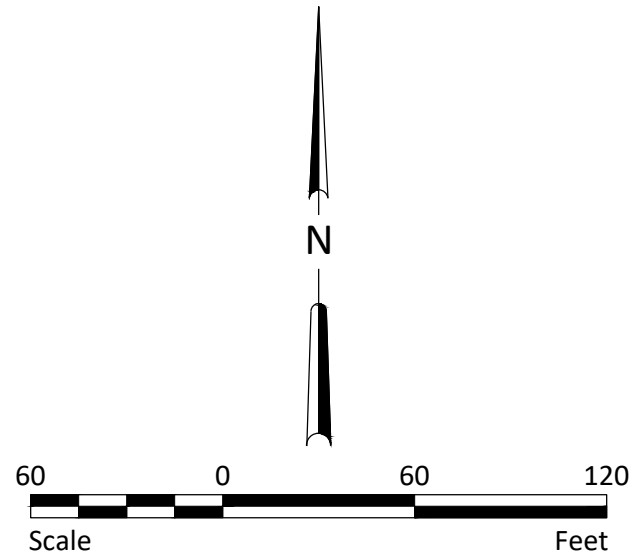
Esri, TomTom, Garmin,
SafeGraph, FAO, METI/
NASA, USGS, EPA, NPS,
USFWS

Exhibit 2

SOUTHEAST RIDGE BUSINESS PARK FOURTH ADDITION
BEING A PORTION OF FEIST SUBDIVISION OF A PORTION OF GOLD NUGGET ADDITION, BLOCK 2 AND SOUTHEAST RIDGE BUSINESS PARK ADDITION, BLOCK 1, LOTS 16 AND 17. LOCATED IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 155 NORTH, RANGE 82 WEST OF THE FIFTH PRINCIPAL MERIDIAN, CITY OF MINOT, COUNTY OF WARD, STATE OF NORTH DAKOTA.



AREAS:
SOUTHEAST RIDGE BUSINESS PARK FOURTH ADDITION: 394,994.297 ft², 9.068 ac., more or less.
LOT 1: 313,208.101 ft² or 7.190 ac., more or less.
LOT 2: 81,786.196 ft² or 1.878 ac., more or less.



Notes:

Coordinates, Distances, and Areas shown are related to the North Dakota State Plane Coordinate System, North Zone, US Feet, Grid (NAD83 2011). To convert any of these values to ground values, multiply by s/f 1.0001470216.

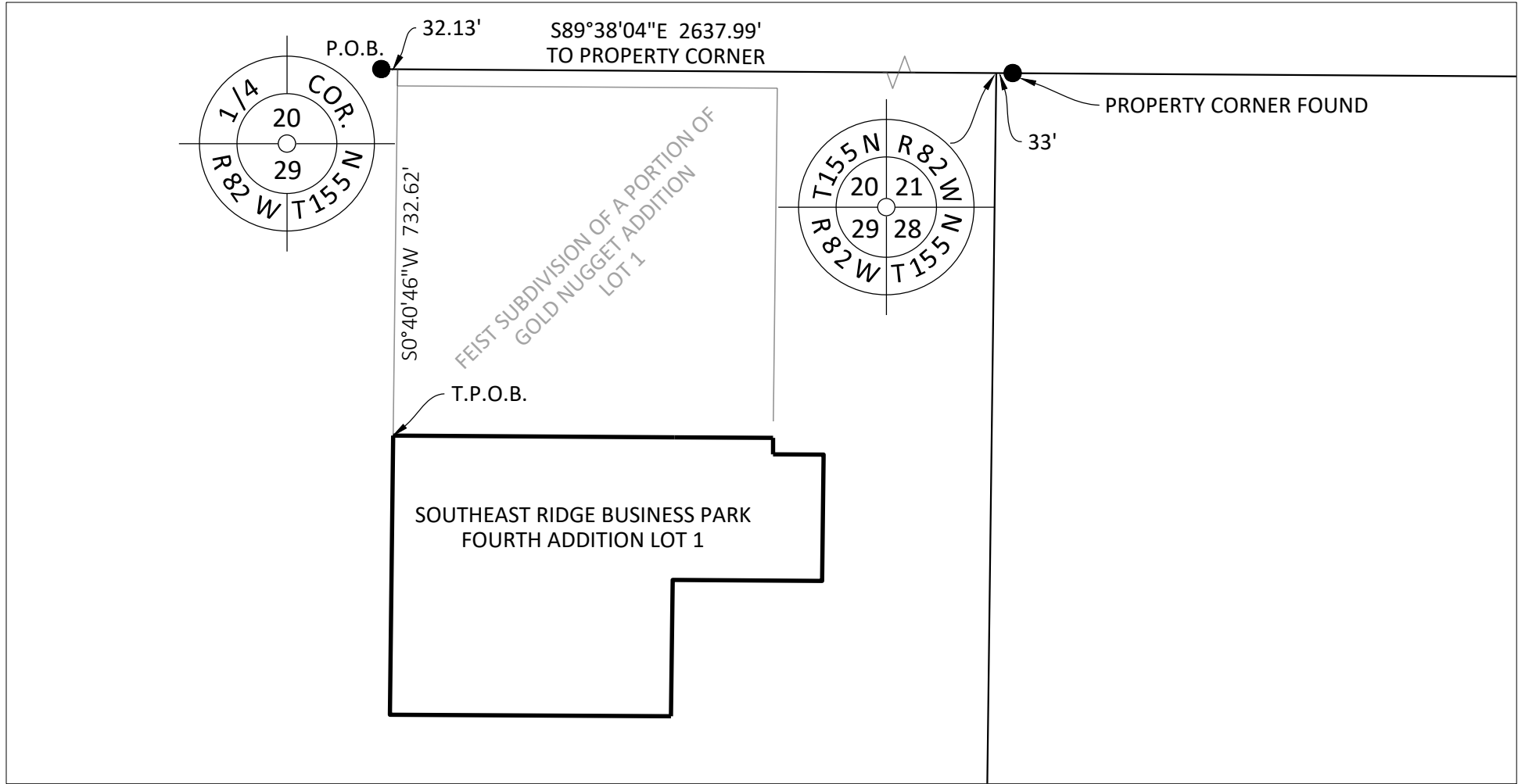
IRON MONUMENT FOUND
SET 24"x5/8" REBAR
W/1.5" ALUMINUM CAP, LS 8961
MEASURED BEARING
MEASURED DISTANCE

●
○
S59°27'46"E
105.00'

HOUSTON
engineering, inc.

Sheet 1 of 2
Project No. 14830-0001

SOUTHEAST RIDGE BUSINESS PARK FOURTH ADDITION
BEING A PORTION OF FEIST SUBDIVISION OF A PORTION OF GOLD NUGGET ADDITION, BLOCK 2 AND SOUTHEAST
RIDGE BUSINESS PARK ADDITION, BLOCK 1, LOTS 16 AND 17. LOCATED IN THE NORTHWEST QUARTER OF THE
NORTHEAST QUARTER OF SECTION 29, TOWNSHIP 155 NORTH, RANGE 82 WEST OF THE FIFTH PRINCIPAL MERIDIAN,
CITY OF MINOT, COUNTY OF WARD, STATE OF NORTH DAKOTA.



Bearings are based on the North line of the Northeast Quarter of Section 29, Township 155 North, Range 82 West of the Fifth Principal Meridian, being S89°38'04"E.

A portion of Feist Subdivision of a portion of Gold Nugget Addition and the Southeast Ridge Business Park Addition Lots 16 and 17, being more particularly described as follows;

Beginning (P.O.B.) at the North quarter corner of Section 29, Township 155 North, Range 82 West of the Fifth Principal Meridian; Thence along the North line of said Section 29 S89°38'04"E a distance of 32.13 feet; Thence departing said North line S00°40'46"W along the West line of Lot 1, Feist Subdivision of a portion of Gold Nugget Addition, a distance of 732.62 feet to he True Point of Beginning (T.P.O.B.) also being the Northwest corner of Southeast Ridge Business Park Fourth Addition;

Thence S89°41'15"E along the North line of said Southeast Ridge Business Park Fourth Addition, a distance of 561.65 feet; Thence departing said North line S00°22'49"W a distance of 33.00 feet; Thence S89°37'11"E to the Northeast corner of said Southeast Ridge Business Park Fourth Addition, also being on the West Right-of-Way line of 37th Street SE, a distance of 101.25 feet; Thence S00°43'25"W along said West Right-of-Way line, a distance of 252.16 feet; Thence departing said West Right-of-Way line N89°37'49"W a distance of 324.40 feet; Thence S00°41'30"W to the Southeast corner of said Southeast Ridge Business Park Fourth Addition, a distance of 272.44 feet; Thence N89°42'05"W to the Southwest corner of said Southeast Ridge Business Park Fourth Addition, a distance of 561.53 feet; Thence N00°41'40"E along the West line of said Southeast Ridge Business Park Fourth Addition, a distance of 557.79 feet to the **True Point of Beginning**.

Parcel contains 394,994.297 ft² or 9.068 ac., more or less.

Owner:

Diane Schatz
For and on Behalf of
Schatz Properties, LLC.

State of _____)
) s.s.
County of _____)

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared Diane Schatz, For and on Behalf of Schatz Properties LLC., known to me known to be the person(s) described herein and who executed the foregoing instrument and acknowledged to me that they executed same as their free act and deed.

Notary public: _____

Surveyor's Certificate:

I, James P. Hennessy, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify on this _____ day of _____, 20____ that the plat hereon is a true and correct representation of the survey thereof, that all distances are correctly shown on said plat in feet and decimals of a foot, and that the monuments for the guidance of future surveys have been placed in the ground as shown.

James P. Hennessy, Professional Land Surveyor
North Dakota PLS No. 8961

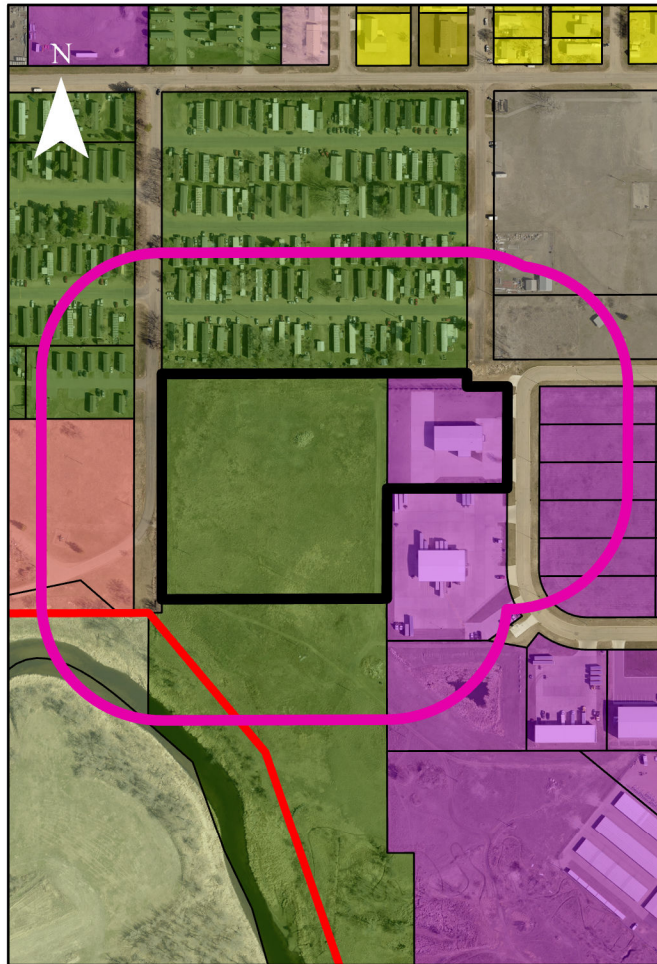
State of _____)
) s.s.
County of _____)

On this _____ day of _____, 20____, before me, a notary public within and for said county and state, personally appeared James P. Hennessy, to me known to be the person described herein and who executed the foregoing instrument and acknowledged that he executed same as his free act and deed.

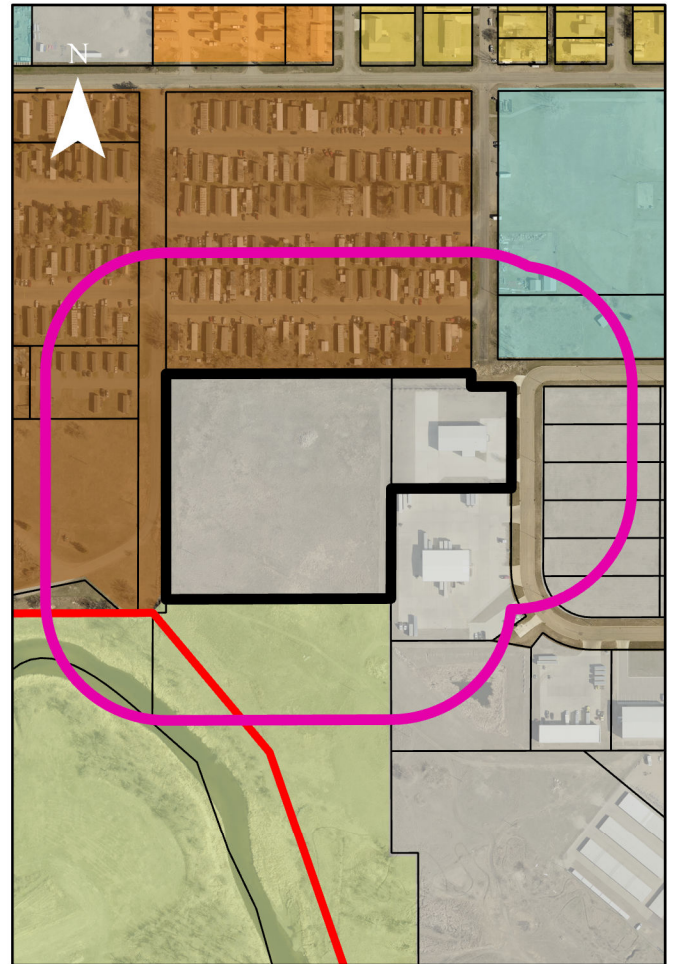
Notary public: _____

Lance Meyer, PE
City of Minot Engineer _____

ZONING



FUTURE LAND USE



0 235 470 940 Feet

Zoning

	AG
	C1
	C2
	M1
	MH
	P
	R1
	R2

Both Maps

	City Limits
	Two Mile Boundary

Land Use Type

	Public Institutional
	Suburban Residential
	Urban Residential
	Ag And Open Space
	Light Industrial
	Manufactured Home Community
	Agricultural and Open Space

Doug Diedrichsen

From: Dan Falconer
Sent: Monday, June 8, 2026 2:46 PM
To: Doug Diedrichsen
Subject: Fw: Planning Commission Application - Preliminary Plat - Southeast Ridge Business Park Fourth Addition
Attachments: 0605_001.pdf; Plat.pdf

From: Rusten Roteliuk
Sent: Monday, June 8, 2026 2:43 PM
To: Dan Falconer
Cc: Diane Schatz Donna J. Bye Hannah Hornberger
Subject: Planning Commission Application - Preliminary Plat - Southeast Ridge Business Park Fourth Addition

Caution: This message has originated from an **External Source**.
Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Dan,

Please see attached Planning Commission Application and Preliminary Plat Drawing.

The applicant wishes to transfer the previously vacated 13th Ave SE ROW, that is currently included in Parcel Number MI29.E12.010.0170 (1306 37th St SE), to Lot 1 for purpose of maintaining access to 13th Ave SE. It is requested that this area be re-zoned to MH from the current zoning of M-1 to match the zoning of the larger lot.

The applicant also wishes to add approximately the same area that was removed to maintain a similar lot area of Lot 2 as was previously occupied by the existing Parcel Number MI29.E12.010.0170. This area would be re-zoned to M-1 from MH to match the larger lot.

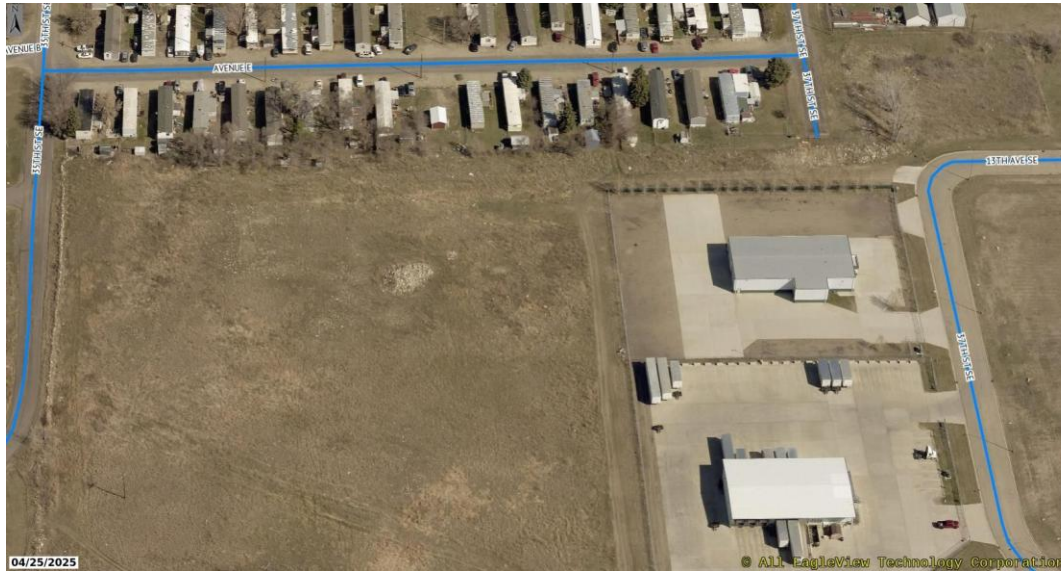
The intent is to create two lots that are approximately equal in size (area) and have the same zoning as currently exists, but are shaped slightly different to allow access to Lot 1.

There are no current plans to develop Lot 1. Lot 2 is already developed. It is planned to sell Lot 2 when the new plat and zone change are complete.

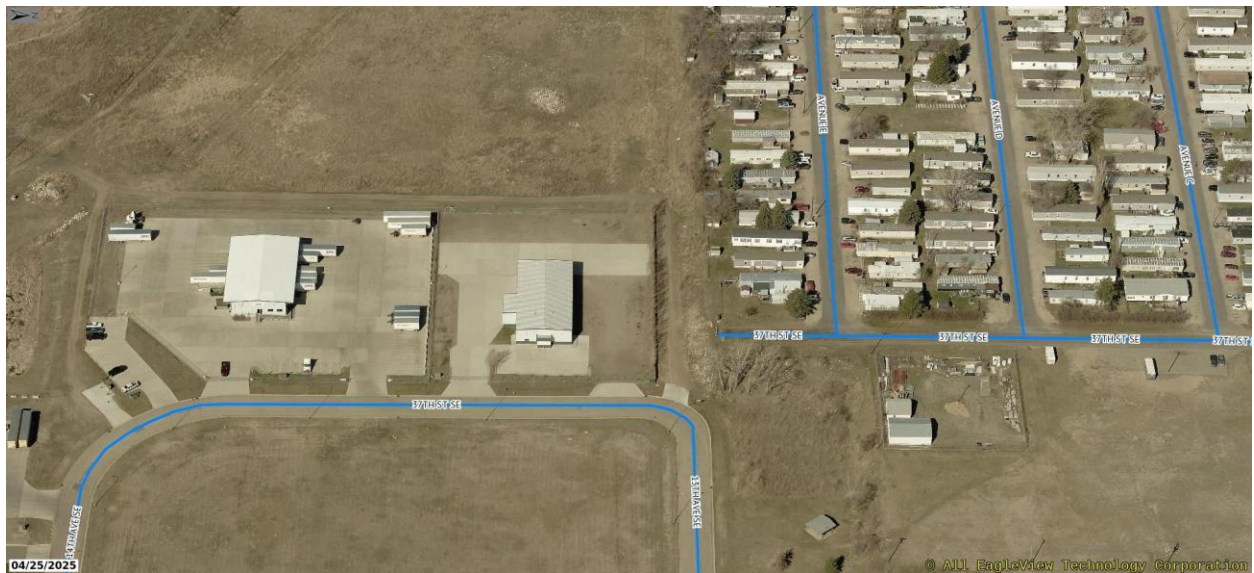
Diane Schatz is aware that she is responsible for the application fees and understands that Hannah will be calling to take credit card information by phone for those fees.

Please contact me if you have any questions or if you need additional information to assist you in processing the application.

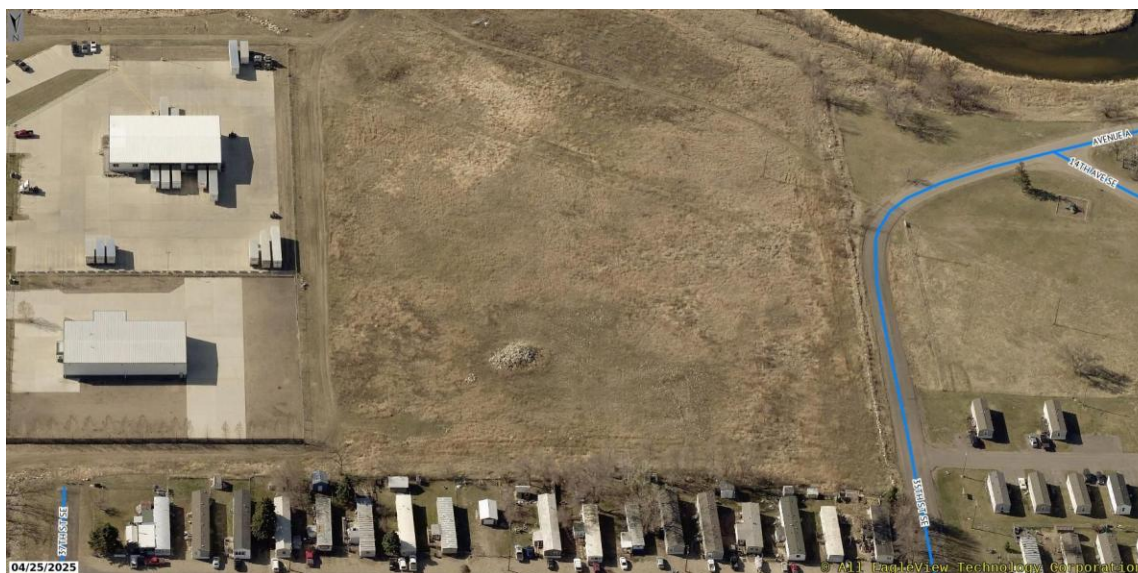
Exhibit 5 – Site Photos



Aerial View 1



Aerial View 2



Aerial View 3



Planning Commission Staff Report

Application Date: 05/04/2026
Date of Staff Report: 05/19/2026
Planning Commission Meeting: 07/14/2026

Staff Contact: Doug Diedrichsen AICP, Principal Planner
Staff Recommendation: Conditional Approval

Case Number: 2026-40

Project Name: Text Amendment – Summer 2026

Current Legal Description: N/a

Proposed Legal Description: N/a

Present Address: N/a

Entitlements Requested: Amendment to the
Land Development Ordinance of the City of
Minot

Owners: N/a

Representative: Brian Billingsley,
Community and Economic
Development Director, City of Minot

Present Zone(s): N/a

Present Use(s): N/a

Uses Allowed in Present Zone(s): N/a

Present Future Land Use Map Designation: N/a

Proposed Zone(s): N/a

Proposed Use(s): N/a

Uses Allowed in Proposed Zone(s): N/a

Proposed Future Land Use Map Designation: N/a

PROJECT DESCRIPTION:

Public hearing request by Brian Billingsley, Community Development Director, Representing the City of Minot for a request of a zoning text amendment to the Land Development Ordinance addressing park impact fees, data centers, minimum residential lot sizes, accessory dwelling units, R3D Row Home District, commercial landscaping requirements, minor subdivision platting process and parking regulations.

BACKGROUND INFORMATION:

The proposed text amendments are part of a “clean-up” ordinance that is performed, at a minimum, twice annually.

The text amendments, for each of the respective eight (8) changes, may be found in **Exhibit 1**.

A letter of Support from the Minot Association of Builders regarding minimum lot sizes and parking requirements can be found in **Exhibit 2**.

STAFF ANALYSIS:

Amendment to the Land Development Ordinance of the City of Minot Analysis:

Section 9.1-8 9.1-8 of the Land Development Ordinance of the City of Minot (LDO) provides the procedures for amending the LDO. Section 9.2 provides the noticing requirements for public hearings held by the Planning Commission. The applicant has submitted the necessary application documents required per Section 9.1-8 D and noticing has been conducted as required per Section 9.2.

Section 9.1-8 I. requires the Planning Commission and City Council to find the following, as applicable:

1. The amendment must not adversely affect the public health, safety, or welfare.
2. The amendment is supported by a strategy, recommendation, or other concepts from the Comprehensive Plan.
3. The amendment is necessary because of changed social or economic conditions in the areas affected.
4. The amendment is necessary to improve the ordinance by introducing best practices or makes the ordinance easier to understand and use by the public.

Staff provides the following guidance:

Staff finds Section 9.1-8 I. 1. is applicable and satisfied, as the proposed changes aim to address concerns that have been brought to the attention of staff over time, providing paths forward for new uses and/or reducing requirements for redevelopment when certain site characteristics exist. The changes will not adversely affect the public health, safety, and/or welfare in each instance.

Section 9.1-8. I. 2. is not applicable. While the Comprehensive Plan generally speaks to zoning, the proposed changes do not specifically fulfill any of the objectives and simultaneously are not deterred by, or interfere with, the fulfillment of the Comprehensive Plan.

Section 9.1-8. I. 3. is applicable, and satisfied. The proposed changes make development and economic development easier for potential builders and developers within the zoning jurisdiction of the City of Minot.

Section 9.1-8. I. 4. is applicable and satisfied, as the proposed changes are an effort to ensure that known potential inhibitors to development are not replicated the subsequent building season. The proposed changes will make the code easier to understand and use by the public.

Comments:

1. There were no public comments at the time of writing this staff report.
2. The application was distributed to city departments and external public agencies within the City for review and the following comments were received.
 - a. City of Minot Engineering Department
 - Chapter 6.2 – Parking Table
There could be unintended consequences, particularly in areas where commercial property abruptly transitions to residential property. Projects that are experiencing issues or concerns with the current parking requirements have the options available in the Parking Requirement Alternatives and Alternative Parking Strategies and Reductions sections of the ordinance. This includes the ability to utilize shared parking, standalone parking, demonstrated parking, or other alternatives or reduction strategies.

FINDINGS OF FACT:

The Minot Planning Commission should accept the following findings of facts:

- 1) The applicant has submitted a complete application.
- 2) Section 9.1-8 I. 1- 4. are applicable and satisfied as noted in the Staff Analysis section of staff's written report.
- 3) The Minot Planning Commission has the authority to hear this case and recommend that it be approved or denied. The public notice requirements were met, the hearing was legally noticed and posted and the hearing was held and conducted under the requirements of North Dakota Century Code and Minot City ordinances.

STAFF RECOMMENDATION TO THE PLANNING COMMISSION:

Staff recommends the Planning Commission adopt staff findings of fact and recommend approval to City Council of the zoning text amendments as provided in Exhibit 1, with special discussion on 10.2-1 B. 3. Rezoning with a minor plat.

Use Category	Example Use Types	AG	RR	R1	R1S	R2	RM	R3C	RH	MH	C1	C2	CBD	M1	M2	OP	I1	I2	P	GMU	Standards Specific to Uses and Districts
General Industry	Construction Yards											C		P	P						4.1-7.C.
	Manufacturing, fabrication, processing, assembly, and packaging facilities											C		P	P		P	P			
	Research Park											C				P	P	P			
	Sales or service of industrial, agricultural, and construction equipment and semi-trucks											C		P	P	P	C	P			4.1-7.A.
Heavy Industry	Construction Batch Plant (Permanent)														C		C	P			4.1-7.B.
	Construction Batch Plant (Temporary)	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	I	
	Grain Elevators														P		C	P			
	Manufacture or storage fertilizer, petroleum, and similar hazardous materials and compounds											C		C	C			C			4.1-7.G.
	Mining or extraction of oil, mineral, or aggregate resources	I												I	I		I	I			4.1-7.D. ; 4.1-7.E.
	Stockpiling of aggregate or dirt fill not associated with active development project											C									
	Data Center													<u>C</u>	<u>C</u>		<u>C</u>	<u>C</u>			4.1-7.L
Warehousing and Freight	Cargo Container Yards											C		P	P			P			4.1-7.F.
	Commercial Self Storage											C		P	P	P					
	Warehousing (Enclosed)											C		P	P	P	P	P	C		4.1-7.J.
	Warehousing (Open)											C		C	P	C	C	P	C		4.1-7.H.
	Railroad Terminals and Truck Terminals													P	P		P	P			4.1-7.I.
Waste Related Uses	Salvage Yards														C		C	C			4.1-7.K.
	Landfill														C				C		
	Recycling Collection and Processing (Hazardous)													C	C		C	C			
	Recycling Collection and Processing (Non-hazardous)													P	P		P		P		
	Sewer or Flood Protection Pumps																		P		
	Sewage Treatment Plant/Lagoons														C			C	C		

Chapter 2.3. – Definitions

Data Center (Use Table Definition): A facility used primarily for the storage, management, processing, and transmission of digital data, which houses computer or network equipment, servers, and other equipment, appliances, and components related to digital data storage and operations. Uses that include data processing as ancillary to the principal use on the property shall not be considered a Data Center.

Section 4.1-7. Industrial Uses

L. Data Centers

1. Electrical Utility Agreement

The applicant shall submit documentation with the building permit application demonstrating the ability to obtain adequate electrical capacity supply to support the data center as agreed by the energy provider.

2. Water/Sewer Utility Agreement

The applicant shall submit documentation with the building permit application demonstrating the ability to obtain adequate water supply and sewer capacity to support the data center as agreed to by the utility provider.

3. Noise study required

The applicant must submit to the Planning Division an affidavit or certificate signed by a PE with demonstrated acoustic engineering experience stating:

- a. The cumulative predicted sound pressure levels from the project (of the specific project phase under review), accounting for concurrent operation of sources not including operation of backup sources;
- b. The existing measured ambient cumulative sound pressure levels at the lease or owned project land boundaries; and
- c. Model and report the predicted cumulative sound pressure levels based on known components out until equal to, or less than, levels established in Section 23-108 of the City of Minot Municipal Code.

If necessary, noise mitigation measures shall be required to achieve compliance. The mitigation measures must be shown on a Site Plan and said plans must be designed in compliance with all mitigation measures identified by the noise study.

4. Lighting plan required

A lighting plan shall be submitted as part of the building permit application.

SECTION 2.6-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS

Table 2.6-3. Lot, Height, Areas, and Yard Setback Requirements (R1 District)	
Dimension	Requirement
Maximum Height of Building	Residential – 35 feet Accessory – 16 feet
Maximum Lot Coverage	40%
Minimum Yard Setbacks	Front – 25 20 feet (see exception below) Front facing platted or proposed arterial/collector street – 40 feet Front with side load garage on interior lot, at least one window to street – 20 15 feet Side (interior lot line) – 6.5 6 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 25 20 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 20 15 feet Rear – from detached garage parallel to alley – 3 feet
Minimum Lot Dimensions	Depth – 85 feet Width (interior lot) – 65 60 feet Width (corner lot) – 75 feet
Minimum Lot Area	Interior lot – 7,500 6000 square feet Corner lot – 9,500 7500 square feet Extraterritorial Lot with wastewater disposal system approved by First District Health Unit – 2 acres

SECTION 2.7-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS

Table 2.7-3. Lot, Height, Areas, and Yard Setback Requirements (R1S District)	
Dimension	Requirement
Maximum Height of Building	Residential – 35 feet Accessory – 16 feet
Maximum Lot Coverage	40%
Maximum Density	8 dwelling units per acre
Minimum Yard Setbacks	Front – 25 20 feet (see exception below) Front facing platted or proposed arterial/collector street – 40 feet Front with front porch – 20 15 feet Front with side load garage on interior lot, at least one window to street – 20 15 feet Side (interior lot line) – 5 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 15 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 20 15 feet Rear – from detached garage parallel to alley – 3 feet

Table 2.7-3. Lot, Height, Areas, and Yard Setback Requirements (R1S District)

Dimension	Requirement
Minimum Lot Dimensions	Depth – 85 feet Width (interior lot) – 60 50 feet Width (corner lot) – 70 65 feet
Minimum Lot Area	Interior lot – 5,000 square feet Corner lot – 7,000 6,500 square feet Refer to Section 42.7-4 to provide lots below 5,000 square foot minimum.

SECTION 2.8-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS**Table 2.8-3. Lot, Height, Area, and Yard Setback Requirements (R2 District)**

Dimension	Requirement
Maximum Height of Building	Residential – 35 feet Accessory – 16 feet
Maximum Lot Coverage	40%
Minimum Yard Setbacks	Front – 25 20 feet Front facing platted or proposed arterial/collector street – 40 feet Front with side load garage on interior lot, at least one window to street – 20 15 feet Side (interior lot line) – 6 5 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 25 20 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 20 15 feet
Minimum Lot Dimensions – Single Family Detached & Twin Homes	Depth – 85 feet Width (interior lot) – 65 32 feet Width (corner lot) – 75 48 feet
Minimum Lot Dimensions – Townhomes	Width – 30 feet
Minimum Lot Area – Single Family Detached & Twin Homes	Interior lot – 7,500 3,200 square feet Corner lot – 9,500 4,800 square feet Extraterritorial lot with wastewater disposal system approved by First District Health Unit – 2 acres
Minimum Lot Area – Townhomes	3,500 square feet

SECTION 3.1-2. SPECIAL DISTRICT-SPECIFIC DEVELOPMENT REGULATIONS

B. ~~R2-and~~ RM Districts

The two (2) unit dwelling townhouses permitted in the ~~R2-and~~ RM districts shall be constructed so that the two (2) abutting lots taken together, along with the structures erected thereon, meet the height, area and yard requirements imposed by the ~~R2-and~~ RM chapters.

SECTION 2.9-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS

Table 2.9-3. Lot, Height, Area, and Yard Setback Requirements (RM District)	
Dimension	Requirement
Maximum Height of Building	Residential – 45 feet Accessory – 16 feet
Maximum Lot Coverage	50%
Minimum Yard Setbacks (Multi Family)	Front – 25 feet Front facing platted or proposed arterial/collector street – 40 feet Side (interior lot line) – 10 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 25 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 25 feet
Minimum Lot Dimensions	Depth – 85 feet Width (interior lot) – 60 feet Width (corner lot) – 80 feet
Minimum Yard Setbacks (Single Family)	Front – 20 feet (see exception below) Front facing platted or proposed arterial/collector street – 40 feet Front with front porch – 15 feet Front with side load garage on interior lot, at least one window to street – 15 feet Side (interior lot line) – 5 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 15 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 15 feet Rear – from detached garage parallel to alley – 3 feet
Minimum Lot Area – Single Family Detached	Interior lot – 5,000 square feet Corner lot – 7,000 6,500 square feet
Minimum Lot Area – Duplexes	7,000 square feet
Minimum Lot Area – 3 units and greater	10,000 square feet, with 3,000 additional square feet per unit above 3

SECTION 2.11-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS

Table 2.11-3. Lot, Height, Area, and Yard Setback Requirements (RH District)	
Dimension	Requirement
Maximum Height of Building	Residential – 60 feet Accessory – 16 feet
Maximum Lot Coverage	50%
Minimum Yard Setbacks	Front – 30 feet Front facing platted or proposed arterial/collector street – 40 feet Side (interior lot line) – 10 feet or 0 feet wherever units are joined Side (corner lot or abutting street) – 30 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 25 feet
Minimum Lot Dimensions – Townhome Development	Depth – 100 feet Width – 60 feet Width (corner lot) – 80 feet
Minimum Lot Dimensions – multi-story, multiple family development	Width – 100 feet
Minimum Lot Area – Townhome Development	10,000 square feet (townhomes in R4 District) 10,000 square feet, with 2,000 additional square feet per unit above 4 (townhomes in RH District)
Minimum Lot Area – multi-story, multiple family development	1 acre

SECTION 7.1-3. MINIMUM LANDSCAPING REQUIRED

C. Foundation Plantings

- ~~Any street-facing façade of the building shall require a linear landscape strip at least four feet (4') in depth across the frontage of the façade. Said landscape strip shall be landscaped as set forth in Section 7.1-4(E), Supplemental Landscaping.~~
- ~~Exemptions. Industrial-zoned sites in zoning districts M1 and M2 are exempt from foundation perimeter landscaping unless the use developed on the property is a commercial retail use type.~~

Chapter 6.2. – Parking Table

Agricultural			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Agricultural Sales	Livestock Sales	1 space for each 2,000 square feet of land up to the first 8,000 square feet, plus 1 space for each 4,000 square feet up to a parcel of 24,000 square feet, plus 1 space for each 6,000 square feet over 24,000. <i>Half of these spaces shall be able to accommodate tractor trailers and/or truck and trailers.</i>	No Maximum
Animal Services	Veterinary Clinic (Small Animal)	3 per 1,000 SF	4 per 1,000 SF
	Veterinary Clinic (Large Animal)	3 per 1,000 SF <i>Half of these spaces shall be able to accommodate tractor trailers and/or truck and trailers.</i>	4 per 1,000 SF
	Kennels	1.5 per employee	3 per employee
	Stable (Commercial)	2 spaces + (1 space, capable of accommodating both a vehicle and a horse trailer, for every two horse stalls)	No Maximum
	Stable (Private)	NA	
Farming and Ranching	Animal Production	NA	
	Animal Feeding Operation (AFO)	NA	
	Crops and Horticulture	NA	

Housing			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Group Living	Boardinghouse	Refer to requirement for Hotels and Motels	
	Group Home (Up to 6 residents plus staff)	NA	
	Group Home (7-12 residents plus staff)	NA	
	Lodging House	Refer to requirement for	

		Hotels and Motels	
	Fraternity/Sorority	1 space for every 200 square feet of floor area of the fraternity or sorority house, including livable areas of the basement.	1 space for every 150 square feet of floor area of the fraternity or sorority house, including livable areas of the basement.
Multi-family	Apartments (5 units and above)	1 space for each efficiency unit; 1.5 spaces for each 1-bedroom unit; 2 spaces for each 2-bedroom unit; 2.5 spaces for each 3-bedroom unit or larger.	No Maximum
	Duplex (2 units)	2 spaces per unit	No Maximum
	Triplex (3 units)	2 spaces per unit	No Maximum
	Quadplex (4 units)	2 spaces per unit	No Maximum
Single Family	Single-Family Attached (TwinHomes)	2 spaces per unit	No Maximum
	Single -Family Attached (Townhomes)	2 spaces per unit	No Maximum
	Single-Family Detached	2 spaces per unit	No Maximum
Other Housing	Accessory Dwelling Unit	1 space per unit	No Maximum
	Assisted Living Facility	0.5 spaces for each unit	0.5 spaces for each unit plus 1 space for each peak hour employee
	Nursing Home	1 space per 6 patient beds, plus one space per employee on the largest work shift.	1 space per 3 patient beds, plus one space per employee on the largest work shift.
	Manufactured Home	2 spaces per unit	No Maximum

Public and Private Institutional Uses			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
	Banquet/Reception Hall	1 space per 4 patrons at the maximum occupancy load, plus 1 space per employee on the largest work shift.	1 space per 3 patrons at the maximum occupancy load, plus 1 space per employee on the largest work shift.

Civic	Clubs	1 space per 4 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift.	1 space per 3 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift.
	Convention Center/Civic Center	1 space per 4 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift.	1 space per 3 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift.
	Library	1 space per 4 patrons at the maximum occupancy load; whichever is greater, plus 1 space per employee on the largest work shift	1 space per 3 patrons at the maximum occupancy load; whichever is greater, plus 1 space per employee on the largest work shift
	Museum	1 space per 4 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift	1 space per 3 patrons at the maximum occupancy load; plus 1 space per employee on the largest work shift
	Religious/Public Assembly	1 space for each 3 seats (one seat equals 24 inches of pew or bench space) in the main assembly room; or 1 space per each 20 square feet in the main assembly room, whichever is greater, plus parking figured separately for additional gymnasiums, banquet rooms, meeting rooms, offices, and other multi-use spaces	1 space for each 2.5 seats (one seat equals 24 inches of pew or bench space) based on the design capacity in the main assembly are; or 1 space per each 15 square feet in the main assembly room, whichever is greater, plus parking figured separately for additional gymnasiums, banquet rooms, meeting rooms, offices, and other multi-use spaces
Medical	Hospital	3.5 spaces per bed	5 spaces per bed

Public and Private Institutional Uses-Continued			
Use Category	Example Use	Minimum Requirement	Maximum Requirement

	Types		
Parks and Open Space	Campground (Tent and RV)	Per site plan and State Department of Health requirements.	
	Columbarium	1 space for each full-time employee	No Maximum
	Cemetery	1 space for each full-time employee	No Maximum
	Golf Course	8 spaces per hole	No Maximum
	Park and Associated Facilities	Per site plan	
Public Services	Administration Offices	2 spaces per 1,000 SF	No Maximum
	Emergency Residential Services	2 spaces per unit	No Maximum
	Detention Facilities	Schedule C	
	Postal Facilities	2 spaces per 1,000 SF	No Maximum
	Public Safety and Emergency	1 space per 1,000 SF	No Maximum
Schools	College and University Facilities	1 space per staff member on the largest shift, plus 1 space per 3 students of the largest class attendance period.	1 space per staff member on the largest shift, plus 1 space per 2 students of the largest class attendance period.
	Portable Classroom	Depends on educational facility type.	
	Educational Facilities (Primary & Secondary)	Primary and Middle—1 space for each classroom plus 1 for each 100 students of design capacity.	No Maximum
		Secondary—1 space per staff member on the largest shift, plus 1 space per 2 students of the largest class attendance period.	No Maximum
	Pre-School (Public and Private)	1 space per employee plus one space per 7 children of licensed capacity of facility.	1 space per employee plus one space per 6 children of licensed capacity of the facility.
	Vocational School	1 space per staff member on the largest shift, plus 1 space per 3 students of the largest class attendance period.	1 space per staff member on the largest shift, plus 1 space per 2 students of the largest class attendance period.

Commercial Uses			
Use Category	Example Use	Minimum Requirement	Maximum Requirement

	Types		
Adult Entertainment Center	Adult Bookstore, Adult Cinema, or Adult Entertainment Facility	5 spaces per 1,000 SF	6 spaces per 1,000 SF
Commercial Recreation	Commercial Recreation Indoor– Multipurpose recreational facility or tennis/racquet club	1 space per 1,000 SF	3 spaces per 1,000 SF
	Commercial Recreation Indoor– Fitness club	3 spaces per 1,000 SF	5 spaces per 1,000 SF
	Commercial Recreation Indoor– Bowling Alley	3 spaces per alley, plus additional parking calculated separately for restaurants and other related uses	5 spaces per alley, plus additional parking calculated separately for restaurants and other related uses
	Commercial Recreation Outdoor	Per site plan	
Food and Drink	Brew Pub, Cocktail Lounge, Bar, Winery	0.5 spaces per seat or 12 spaces per 1,000 SF, whichever requires the least spaces.	1 space per seat or 16 spaces per 1,000 SF, whichever requires the least spaces.
	Restaurant (Dine-in Only)	0.5 spaces per seat or 12 spaces per 1,000 SF, whichever requires the least spaces.	1 space per seat or 16 spaces per 1,000 SF, whichever requires the least spaces.
	Restaurant (Drive-thru)	0.5 spaces per seat or 13 spaces per 1,000 SF, whichever requires the least spaces.	1 space per 0.75 seat or 16 spaces per 1,000 SF, whichever requires the least spaces.
Motor Vehicle Uses	Auto Repair	2 spaces per 1,000 SF	No Maximum
	Auto Maintenance; Oil Change Facility	2 spaces per service bay	No Maximum
	Car Wash	2 stacking spaces per service bay	3 stacking spaces per service bay
	Convenience Store/Fuel Station	5 spaces per 1,000 SF	7 spaces per 1,000 SF
	Motor Vehicle Sales (Cars, Boats, RVs, Motorcycles,	2 spaces per 1,000 SF	5 spaces per 1,000 SF

	etc.)		
Commercial Uses (Continued)			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Motor Vehicle Uses	Manufactured Home and Modular Homes Sales Lot	1 space for each 2,000 square feet of land up to the first 8,000 square feet, plus 1 space for each 4,000 square feet up to a parcel of 24,000 square feet, plus 1 space for each 6,000 square feet over 24,000 square feet.	No Maximum
Office	Corporate Offices, Financial Offices and Institutions, General Offices, Banks	3 spaces per 1,000 SF	5 spaces per 1,000 SF
Parking	Off-Street Parking (Commercial)	NA	
	Off-Street Parking (Non-Commercial)	NA	
	Parking Structure	NA	
Retail Sales and services (Small)	Clinics, Medical offices, and Pharmacies	2 spaces per 1,000 SF	5 spaces per 1,000 SF
	General Merchandise	2 space per 1,000 SF	4 spaces per 1,000 SF
	Green House/Nursery	2 space per 1,000 SF of retail area	4 spaces per 1,000 SF of retail area
	Laundry Services	3 spaces per 1,000 SF	4 spaces per 1,000 SF
	Limited Food Sales	2 spaces per 1,000 SF	4 spaces per 1,000 SF
	Liquor Stores	2 space per 1,000 SF	3 spaces per 1,000 SF
	Salons	2 spaces per 1,000 SF	4 spaces per 1,000 SF
Retail Sales and Services (Large)	Department Store, Home Improvement Centers	2 spaces per 1,000 SF	4 spaces per 1,000 SF
	Furniture Stores and Showrooms	0.5 space per 1,000 SF	1 spaces per 1,000 SF

Commercial Uses (Continued)			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Retail Sales and Services (Large)	Hotels and Motels	0.75 space per room or suite, plus 1 space per 4 persons to the maximum occupancy load of each public meeting and/or assembly room, plus spaces otherwise required for accessory uses (e.g., restaurants and bars).	1 space per room or suite, plus 1 space per employee on the largest work shift, plus 1 space per 4 persons to the maximum occupancy load of each public meeting and/or assembly room, plus spaces otherwise required for accessory uses (e.g., restaurants and bars).
	Retail Center, Mall, or Shopping Center	3 spaces per 1,000 SF	4 spaces per 1,000 SF
	Supermarket	3 spaces per 1,000 SF	4 spaces per 1,000 SF
	Truck Stops	5 spaces per 1,000 SF, plus spaces otherwise required for accessory uses (e.g., restaurants).	7 spaces per 1,000 SF, plus spaces otherwise required for accessory uses (e.g., restaurants).
Specialty Businesses	Auction Yards	1 space for each 2,000 square feet of land up to the first 8,000 square feet, plus 1 space for each 4,000 square feet up to a parcel of 24,000 square feet, plus 1 space for each 6,000 square feet over 24,000 square feet.	No Maximum
	Funeral Homes	1 space for each 3 seats (one seat equals 24 inches of pew or bench space) in the main assembly room/chapel.	1 space for each 4 seats (one seat equals 24 inches of pew or bench space) in the main assembly room/chapel.
	Crematories (stand-alone)	1 space for each employee	1.5 spaces for each employee
	Day-Care Centers	1 space per employee per peak shift plus one space per 6 children of licensed capacity of the facility	1 space per employee per peak shift plus one space per 4 children of licensed capacity of the facility

Industrial Uses			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Any Industrial use found in Table 2.2		No Minimum	No Maximum

Miscellaneous Uses			
Use Category	Example Use Types	Minimum Requirement	Maximum Requirement
Accessory Uses	Accessory Barns or Stables	NA	
	Accessory Storage or Garage	NA	
	Home Occupation/Home Based	1 space per dwelling unit (see Section 26-4.E)	No Maximum
	Residential Association	1 space per employee	No Maximum
	Bed and Breakfast	2 spaces for principal dwelling unit, plus 0.75 space per room or suite.	2 spaces for principal dwelling unit, plus 1 space per room or suite.
	Day Care Center (Home-based)	2 spaces for employees and a loading and unloading zone for a minimum of one vehicle (see Section 26-4.D)	No Maximum
	Outdoor Seating (Restaurant)	Refer to restaurant requirements.	
	Business or Residence-based Rooftop Solar Installation	NA	
Medical Marijuana Production	Medical Marijuana Production Facility	0.75 space per employee per peak shift	1 space per employee per peak shift
Community Infrastructure	Airport and Associated Facilities	Per site plan	
	Utility Facilities	NA	
	Wireless Communication Towers	NA	
	Large Wind Energy Conversion	NA	
	Radio Tower	NA	
	Small Wind Energy Conversion	NA	
	Utility Scale Solar Facilities	NA	

	Transportation Terminal	Schedule G	
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Chapter 2.2. – Table of Uses

Use Category	Example Use Types	AG	RR	R1	R1S	R2	RM	R3C	RH	MH	C1	C2	CBD	M1	M2	OP	I1	I2	P	GMU	Standards Specific to Uses and Districts
Group Living	Boardinghouse					C	C			C											
	Group Home (Up to 6 residents plus staff)	P	P	P	P	P	P	P	P	P	P	P	P						P	P	4.1-4.B.
	Group Home (7+ residents plus staff)		C	C	C	C	C	C	C		P	P	P						P	P	4.1-4.B.
	Lodging House										C		C								
	Fraternity/Sorority						C	C	C										C		
	Apartments (5 units and above)						P		P											P	4.1-4.C.
	Duplex (2 units)					P	P		P												
	Triplex (3 units)						P		P												
Single Family	Quadplex (4 units)						P		P												
	Single-family Attached (Twin Homes)					P	P		P												
	Single-family Attached (Town Homes)						P	P	P												4.1-4.D.
	Single-family Detached	P	P	P	P	P	P			P										P	
Other Housing	Accessory Dwelling Unit	P	CP	CP	CP	CP															4.1-4.E.
	Assisted Living Facility						C	C	P		P		C						C	C	
	Nursing Home						C	C	P		P		C						C	C	
	Manufactured Home	P	P							P											4.1-4.F.

SECTION 4.1-4. HOUSING

E. Accessory Dwelling Units

1. ~~AG, RR, R1, R1S, and R2~~ All Districts Where Permitted:
 - a. The accessory dwelling unit must be owned by the owner of the primary dwelling.
 - b. One on-site parking space shall be provided for the accessory dwelling unit.
 - c. No more than one (1) accessory dwelling unit is permitted per residential site.
 - d. Accessory dwelling units must be at least three hundred square feet (300 SF) in area but cannot exceed nine hundred sixty square feet (960 SF): in addition, the total floor area shall not exceed ~~thirty percent (30%)~~ seventy percent (70%) of the living area of the primary dwelling unit. An exception may be granted for a basement apartment that occupies roughly the same area as the primary dwelling unit on the main floor.
 - e. If the accessory dwelling unit's primary entrance is not the same as that for the principal dwelling unit, it shall be less visible from the street view of the principal dwelling than the main entrance of the principal dwelling unit, and the accessory dwelling unit's stairways may not be constructed on the front of the principal dwelling unit.
 - ~~f. The accessory dwelling unit must be designed and constructed to allow conversion of the accessory dwelling unit back to single family residential space in the future.~~
 - f. A limit of one detached accessory dwelling unit shall be permitted on a lot containing a single-family principal residential structure.
 - g. The accessory dwelling unit shall be of the same architectural style and constructed of the same materials as the principal dwelling structure.
 - h. Accessory dwelling units must be placed on a permanent foundation and cannot be manufactured homes or temporary structures.
 - i. An accessory dwelling unit can request a separate address from the primary dwelling.
 - j. An accessory dwelling unit must be occupied as a place of residence and not used for a home-based business.

Chapter 10.2. – Process

SECTION 10.2-1 METHODS OF SUBDIVISION

B. Minor Subdivision

A Minor Subdivision, the process for which is provided in Section 10.2-11, must meet all of the following characteristics to be eligible for consideration of approval:

1. No more than three (3) additional lots are being created;
2. No new public infrastructure required. For clarity of this criterium, individual service lines that connect to the trunk line located within the public right-of-way are not considered public infrastructure;
3. Does not involve lots within more than one zoning district; Exception: when the proposed lot line adjustment encompasses 10% or less of the square feet of the parcel land is being taken from, a minor subdivision plat can be used and existing zoning of both parcels is adjusted with the lot lines.
 - Minor plats applications that also include a zone change application will require a public hearing before the City of Minot Planning Commission with a final report and recommendation to be provided to the City of Minot City Council in compliance with NDCC 40-47-06.
 - The minor plat application with an attached zone change request will be completed only with the passage of the zoning map amendment's approval on second reading by the Minot City Council.
4. Is not one Minor Subdivision Plat in a series of Minor Subdivision Plats proposed for contiguous lots as a way to circumvent the Major Subdivision Plat process;
5. The resulting lot(s) conform(s) to the minimum lot area, width and depth for the zoning district in which the property is located or, if presently non-conforming, will not be furthered in non-conformity upon platting;
6. For lots with existing structures, all setback requirements for the zoning district in which the property is located must be met or, if presently non-conforming, will not be furthered in non-conformity upon platting;
7. Wholly contained within existing platted lot or lot(s); and
8. The Minor Subdivision Plat does not exceed five (5) acres in residential zoning districts within the corporate boundaries of the City of Minot.

Chapter 2.10. – “R3D” Detached Row Home Residential District

SECTION 2.10-1. GENERAL DESCRIPTION

The “R3D” Detached Row Home Residential District (R3D) is established as a district in which the principal use of the land shall be row home dwellings. R3D falls within the Suburban Residential and Urban Residential Land Use Categories of the City of Minot Comprehensive Plan with a density range of six (6) to twelve (12) dwelling units per acre. R3D parcels should be immediately abutting or across the street from existing single family residential where row homes are more compatible versus multi-story, multiple family developments.

SECTION 2.10-2. USES

All uses allowed in this district, either Permitted, Conditional, Accessory, or Interim, can be found by referencing Table 2.2, Table of Uses. Any regulations applicable to a specific use can be found in Article 4, Standards Specific to Uses and Districts.

SECTION 2.10-3. LOT, HEIGHT, AREA, AND YARD SETBACK REQUIREMENTS

Table 2.10-3. Lot, Height, Area, and Yard Setback Requirements (R3D)	
Dimension	Requirement
Maximum Height of Building	Residential – 35 feet Accessory – 16 feet
Maximum Lot Coverage	50%
Minimum Yard Setbacks	Front – 20 feet Front facing platted or proposed arterial/collector street – 40 feet Front with side load garage on interior lot, at least one window to street – 15feet Side (interior lot line) – 5 feet wherever units are joined Side (corner lot or abutting street) – 20 feet Side (facing platted or proposed arterial/collector street) – 40 feet Rear – 15 feet
Minimum Lot Dimensions	Width – 32 feet (interior units) Width (corner lot) – 48 feet
Minimum Lot Area	Interior lot – 3,800 square feet

SECTION 2.10-4. MISCELLANEOUS PROVISIONS

A. Detailed Site Development Requirements

Refer to Article 3, Standards General to All Development.

Chapter 10.4. – Public Land Dedication

SECTION 10.4-1 PURPOSE AND APPLICABILITY

A.—Purpose

~~This Chapter is set here for new development within the City and its extraterritorial area increases population and/or demand upon public services, it shall be required that the owner or developer (subdivider) of every subdivision or resubdivision of property dedicate land for parks, playgrounds, public open space, public trails, municipal facilities, park facilities and/or pay a fee per unit of development in accordance with those regulations for the purpose of providing the above-mentioned public uses and facilities for existing and future residents of the community. Subdivisions or resubdivisions of properties which are partially or fully developed will only be required to provide for dedication on the undeveloped portion of the property being platted into lot(s). All land that qualifies for this must be approved in agreement to the Minot Park District and adhere to the requirements of this Chapter.~~

B.—Applicability

~~The provisions of this requirement shall apply to all of residential, commercial, industrial and other subdivisions within these districts. This shall include replats where land dedication and/or Fee per Unit of dedication have not been previously provided. Where landowners previously have dedicated land in advance of development, the city staff in cooperation with the Minot Park District will determine if a dedication will be required and what an equitable amount would be. Prior to the submittal of the application the landowner or developer of the land must meet with the Minot Park District to discuss if the park dedication location is within a desired area of the park district and if any trail systems maintained by the park district need to be placed within the subdivision. The Minot Park District will not be forced to take any land that they don't need and/or want for the purpose of dedication.~~

SECTION 10.4-2 [RESERVED]

SECTION 10.4-3 PARKS DISTRICT RECOMMENDATION

A.—Procedure

~~The subdivider of property shall submit with the application for subdivision or resubdivision a letter from the Park District indicating their recommendation for land dedication (based on Park Master Plan) or Fee per Unit of land dedication. When the subdivider has not provided a letter of recommendation from the Park District, the application will be considered incomplete. The City will then notify the Park District and provide information on the proposed subdivision. The Park District will be given thirty (30) days, concurrent with the review of the subdivision information and provide recommendations, whereupon the application will be considered complete and the City will proceed to Committee hearings. The Planning Commission will consider the Park~~

~~District recommendations in addition to public uses and facilities identified within the Comprehensive Plan and other City plans when formulating their recommendation to the City Council. The City Council will have final authority, with the approval of the Park District, to determine whether land dedication or Fee per Unit of land dedication will be accepted.~~

~~B.—Agreement~~

~~For each subdivision of property, the subdivider will provide an agreement showing legal description of the land dedication, Fee Per Unit or both prior to any recording of the plat. This agreement will be approved by the City Attorney and the Park District Attorney and Director. The agreement needs to be approved and signed prior to the City's release of the signed final plat (Mylar's) for recording with Ward County Recorder's Office.~~

~~SECTION 10.4-4 [RESERVED]~~

~~SECTION 10.4-5 TYPES OF LAND DEDICATION~~

~~Dedication of land, Fee Per Unit or variation of both will be required for any large subdivision of land of ten (10) lots or three (3) acres of contiguous land or more within a development on any land previously divided by plat, metes or bounds or any other means. Applicants and/or developers shall dedicate a reasonable amount of land for parks, playgrounds, public open spaces or trails. An exception can be made, upon approval by the Minot Park District, to postpone the required land dedication or determination of fee in lieu if the proposed subdivision is for purposes of sales transition and not for development purposes. If a dedication determination is postponed it shall be documented as such by the City of Minot and Minot Park District. Such postponement does not exempt the parcel from required future dedication upon future subdivision for development purposes. Meetings with the city staff and Minot Park District are required before any subdivision application will be considered for City Council. There are three different ways of dedicating land listed in this Section.~~

~~A.—Fee per Unit of Land Dedication~~

~~When it is determined by the Park District that park dedication is not desirable due to location, size or other suitability factors, the City shall require, in lieu of land dedication, a cash Fee Per Unit (individual dwelling unit, i.e. Single family home equals one (1) dwelling unit) dedication. The Fee Per Unit is equal to a rate set by the Minot Park District that will be compiled yearly based on land value, price of materials, and additional costs. For the purposes of this section, Fee per Unit shall be determined at the time of final plat approval in accordance with the Park District rates. The Fee per Unit will then be issued when the building permit fee is collected. Fee per Unit will be adjusted yearly and all developments or property owners will pay the same per unit fee based on their zoning and units.~~

~~B. Land Dedication~~

~~The amount of land required to be dedicated by the subdivider pursuant to this ordinance, shall be based upon the type of development and the total amount of Fees per Unit that would be generated by the development at full build-out. The Minot Park District will not be forced to take any land that they don't need and/or want for the purpose of dedication. Prior to the submittal of the application the landowner or developer of the land must meet with the Minot Park District to discuss if the park dedication location is within a desired area of the park district and if any trail systems maintained by the park district need to be placed within the subdivision. The city staff in cooperation with the Minot Park District will determine if a dedication will be required and what an equitable amount would be based on the Minot Park District Fee per Unit Breakdown. The subdivider and the Minot Park District will then have an agreement that will be submitted to the city stating the legal transfer of land, maintenance of land, and any additional amenities that would be included. When land dedication is accepted, the amount of land will be calculated based on the following figures:~~

- ~~1. The total amount of Fees per Unit that would be generated by the development at full build-out.~~
- ~~2. Fair market value of land, based on the average cost of land within that zoning district. For the purposes of this section, these two figures will be a rate set by the Minot Park District in accordance with the City Assessor, that will be compiled yearly based on land value, price of materials, and additional cost. Once these two figures are calculated, the amount of land to be dedicated is determined by how much land it would take to equal the fees generated by the development.~~

~~Example: Calculation of land amount.~~

~~If fees generated (# of Units x Value) = \$150,000; and~~

~~If fair market value = \$25,000 per acre.; then~~

~~\$150,000/25,000 = 6 acres to be dedicated.~~

~~All land dedications shall be conveyed by warranty deed to the Park District. Where no proposed use is given for lots within the proposed subdivision, the City will base the required dedication on the future land use as shown in the Comprehensive Plan. Industrially zoned properties are exempt.~~

C. Combined Land and Fee per Unit Dedication

~~The City and the Minot Park District may elect to receive a combination of cash as a Fee Per Unit and land as part of park land dedication requirements. In such cases, the developer or builder would have an agreement that is approved by the Park District. This would allow the percentage of land dedicated to reduce the amount of Fee Per Unit or waived by an equal amount.~~

SECTION 10.4-6 [RESERVED]

SECTION 10.4-7 LAND SUITABILITY

~~Land to be dedicated shall be reasonably suitable for its intended use and shall be at a location convenient to the people to be served. In evaluating the adequacy of proposed land dedications, the City shall consider factors including size, shape, topography, geology, hydrology, tree cover, access and location. Land will not be accepted as meeting the required dedication if it is encumbered with major utility easements, storm drains or retention areas, wetlands or other features which make the property difficult to utilize for parks or other desired municipal or park facilities. The City may consider land for parks or open space that is located in the vicinity of areas for storm water retention, major drains, or wetlands or other natural features provided the dedication will further the interests of the City or Park District, as well as the City's Comprehensive Plan. The City Council will have final authority, with the approval of the Park District, to determine whether land will be accepted for dedication with the direction of the Park District.~~

SECTION 10.4-8 [RESERVED]

SECTION 10.4-9 TIMING AND MAINTENANCE

~~Prior to final plat approval by the City Council, the subdivider shall denote on the plat the designated park or open space land, or shall tender a deed of the dedicated land to the public entity that is to receive the land. If the plat is not approved, the deed shall be returned to the subdivider. The transfer of the deed is only final upon final approval of plat. The public entity that receives the dedicated land shall be required to maintain such land.~~

SECTION 10.4-10 [RESERVED]

SECTION 10.4-11 PAYMENT

~~The builder or property owner shall make the payment to the City when fees are collected for the building permit. Funds received by the City shall be placed in the park district foundation for park development and in the discretion of the Park Board be used to benefit the residents of the community. Any public facilities constructed or improved with these funds shall be located in the general neighborhood if benefitting that subdivision, or elsewhere in the community if benefitting the community as a whole following the Park District master plan.~~

SECTION 10.4-12 [RESERVED]

SECTION 10.4-143 PRIVATE OPEN SPACE AND PARKS IN HIGHER-DENSITY DISTRICTS

A. Private Open Space/Parks

Where private open space for park and recreation purposes is provided in a proposed subdivision, ~~such areas may be used for credit,~~ at the discretion of the City Council, against the requirement of dedication for park and recreation purposes, provided the City Council finds it in the public interest to do so. Generally, however, land dedications for private parks will be discouraged.

B. Homeowners' Association

If a homeowners' association shall be established, ~~Fee per Unit maybe reduced or waived. The Park District will accept a reduced or waived Fee per Unit~~ based on a proposed park or open space and connection to bike trail system, storm water elements, drives, utilities, etc. These elements are subject to review and approval from the City Engineer, City Attorney, and Director of the Park District. The Homeowners' Association will be responsible for all maintenance including but not limited to any landscaping, exterior building, snow clearing and regular maintenance of private driveways and other areas owned in common ownership when there is more than one individual property owner having interest within the development.

SECTION 10.4-244 [RESERVED]

SECTION 10.4-345-PLAN TO PROVIDE FOR PUBLIC USE

Wherever a tract to be subdivided includes area for school, or other public use, such as streets, which are indicated on official City plans or any portion thereof, such space may be required for reservation by the Planning Commission (zoning designation to Public Zone). If so required, the Planning Commission shall give the public agency involved sixty (60) days to express its interest in the proposed subdivision in connection with the use of the public site. Should interest

be expressed by the public agency involved, that agency shall have an additional sixty (60) days within which to arrange for the acquisition of the public site under consideration. If no interest is shown within the first sixty (60) days, the developer may proceed with development of the parcel in question.

SECTION 10.4-~~416~~ [RESERVED]

SECTION 10.4-~~517~~ AMENITIES AND PRESERVATION OF NATURAL FEATURES

A. General

Existing and proposed natural features which would add value to land, enhance traffic corridors, or benefit the City as a whole, shall be preserved and/or included in the design of subdivisions.

B. Boulevard Trees

Boulevard trees, if required, shall be planted in accordance with the City of Minot and the City Forester. The installation of the trees provided for within the landscaping plan shall then be installed when the street is developed to urban road standards.



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May 15, 2026

Minot City Council

City Hall 515 2nd Avenue SW

Minot, ND 58701

Re: Proposed Amendments to Residential Lot Sizes and Commercial Parking Structure

Requirements Dear Mayor and Members of the City Council, On behalf of the Minot Association of Builders and our more than 100 members, I am writing to express our strong support for the proposed zoning amendments to residential lot sizes and commercial parking structure requirements scheduled for consideration at the June City Council meeting. The amendments to residential lot dimensions for each Residential District would allow subdivisions to accommodate ten homes per block rather than the current eight. This is a meaningful step forward in addressing the demand for housing in Minot while making more efficient use of developable land. The updated commercial parking structure requirements further reflect a practical, modernized approach to land use that benefits both builders and the broader community. That together with the reduction of red tape processes considering landscaping will will help reduce per-lot development costs, support housing affordability, and encourage continued residential and commercial growth in our city. The momentum is already here. With 30 new homes slotted at SW Crossing this year alone, along with the expansion at Stonebridge Farms, our members are eager to continue investing in Minot's future. Zoning policies that keep pace with the realities of modern construction and development are essential to sustaining that growth.

The Minot Association of Builders has promoted the building industry and homeownership in the Minot area since 1965. We believe these amendments are well-considered, practical, and in the best interest of our community, allowing for more attainable housing for all.

We respectfully urge the City Council to approve these changes and encourage our members and fellow building professionals to attend the upcoming public hearing to show their support.

Sincerely,



Courtney Pardon

President

Minot Association of Builders



Sierra Ward

Executive Officer

Minot Association of Builders

Personal Appearances:

1. Speaker Cards Required. If someone would like to provide public comment during Planning Commission meeting under personal appearances, each individual must submit a speaker card that includes the individual's name, address, and the topic.

Individuals must submit speaker card information to the Planning Clerk prior to speaking to the Planning Commission. A speaker card may be submitted to the Planning Commission in advance to the meeting.

2. Missing information from the speaker card disqualifies the individual from speaking at the meeting.

3. Each individual is allotted five (5) minutes to make comments. The individual will be notified when their five (5) minutes have expired. The five-limit may be extended by a majority vote of the Planning Commission.

4. All comments must:

- a. Address the topic identified on the speaker card.
- b. Be pertinent to the City of Minot and fall under the authority of the Planning Commission.
- c. Be directed to the Commission as a whole.

5. Comments may not:

- a. Be defamatory, abusive, harassing, or unlawful.
- b. Include information that is exempt or confidential under North Dakota open records law.
- c. Interfere with the orderly conduct of the meeting.

6. Individuals will not have access to the City's audio/visual technology.

7. Individuals may not yield their allotted time to another individual.