



## **Horace Planning Commission Meeting Minutes – June 23, 2020**

The Regular Meeting of the Board of Planning Commissioners of the City of Horace, North Dakota, was held via Zoom software at 6:00 p.m., Tuesday, June 23, 2020.

### **The Horace Planning Commissioner present and absent were as follows:**

Present: Russell Sahr, Amy Beaton, Kim Stokes, and Julie Hochhalter, and Todd May.

Chair Sahr called the meeting to order.

### **Business Items:**

#### **Item B: Minutes: Regular Meeting of June 9, 2020**

Commissioner Stokes moved the minutes of the June 9, 2020 Planning Commission meeting be approved. Second by Commissioner Beaton. All Commissioners present voted aye and the motion was declared carried.

#### **Item C: Approve Order of Agenda**

Barrett Voigt, Community Development Director, requested to add a design review item to the agenda. Commissioner Beaton moved that the amended Order of Agenda be approved as presented. Second by Commissioner Hochhalter. All Commissioners present voted aye and the motion was declared carried.

#### **Item D: Public Hearing Items**

##### **Item 1: City Ordinance Text Amendment – Accessory Use Requirements**

Barrett Voigt, Community Development Director, requested that the item be table because he thought the text amendment proposal needed further modification to address open space and setback issues.

Chairman Sahr tabled the item. Discussion was held on how the text amendment to accessory use requirements could be further modified.

##### **Item 6: City Ordinance Text Amendment – Plat Requirements**

Barrett Voigt, Community Development Director, presented the application for a proposed text amendment to the zoning ordinance to add daycare and barbershop & salon as permitted uses in the C-1 Neighborhood Commercial zoning district and recommended approval as stated in the staff report.

Discussion was held on how the proposed permitted uses would be applied city wide.



Commissioner Sahr moved to approve of the text amendment application to permit daycare and salon & barbershop uses in the C-1 Neighborhood Commercial zoning district. Seconded by Commissioner May. All Commissioners present voted aye and the application was approved 5-0.

## **Item E: Other Items**

### **A. Post Office Commercial Lease Building Design Review**

Barrett Voigt, Community Development Director, advised the Planning Commission that the application for review is a result of what appeared to be a civil dispute between the applicant and the architect for the commercial lease building intended for the United States Post Office that received a design review at the previous Planning Commission Meeting. In order to address the issue, the applicant had hired Prairie Design Studio architect firm to create new plans for the building permit application. Because the City of Horace did not want to be involved in the civil dispute, the City of Horace had elected to review the new plans as a new building permit application. Mr. Voigt further explained that the rendering was to receive a design review and that civil and site plans would be provided at a later date where staff would review the plans to verify that they complied with all city ordinances and requirements before a building permit would be issued.

Commissioner Stokes abstained from discussion and vote citing the reason that his involvement would be a conflict of interest.

Discussion was held with Prairie Design Studio representative Leah Peterson about the various aspects of the design for the proposed commercial lease building.

Commissioner May moved to approve of the design review. Seconded by Commissioner Hochhalter. All Commissioners present voted aye and the application was approved 5-0.

### **B. City Ordinance Text Amendment – Accessory Use Requirements Discussion**

Barrett Voigt, Community Development Director, provided an overview of the proposed text amendment language for accessory uses.

Discussion was held on various aspects of the proposed language and direction was provided to have additional discussion on proposed language for future Planning Commission meetings.



### **C. City Ordinance Text Amendment – Off-Street Parking Requirements Discussion**

Barrett Voigt, Community Development Director, provided an overview of the proposed text amendment language to clarify the term “durable surface” in the off-street parking section of the zoning ordinance.

Discussion was held on various aspects of the proposed language and direction was provided to have the Community Development Director to create a draft for review at future Planning Commission meetings to specify how durable surface will be defined and implemented along with a section to address corner visibility requirements.

### **Adjournment**