

## MINUTES OF THE KNOX COUNTY PLANNING COMMISSION

August 13, 2019

**Call to order:** The August 13, 2019 meeting of the Knox County Planning Commission was called to order by Vice Chairman Rob Ganz at 7:34 p.m. at the Knox County Courthouse Board of Supervisors meeting room.

**Announcement of Open Meeting Act:** Announcement was made where the Open Meetings Act information is in the meeting room and that it is available to the public.

**Roll Call:** Members present: Neil Clausen, Doug DeShazer, Rob Ganz, Keith Nielsen, Greg Kuhlman, Jim Kotrous, Robert Larsen, and Fred Steffen. Absent: Dean Wilken. Also present were Zoning Administrator Liz Doerr, Keith Marvin and several members of the public.

**Approve Agenda & Public Notice in the Knox County News and Crofton Journal.** Notice of the meeting was given in advance thereof by publication in the Knox County News and Crofton Journal on July 31, 2019. Kotrous moved, Steffen seconded to approve the agenda and public notice. Roll call vote showed all present in favor. Absent: Wilken. Wilken arrived at 7:36 p.m. and assumed presiding over the meeting.

**Approve the Minutes from the July 9, 2019 Meeting.** Ganz moved and Clausen seconded the motion to approve the minutes from July 9, 2019. Roll call vote showed all present in favor. Absent: none.

**Ex Parte Communications:** none.

**New Business: Public Hearing for Final Plat White Tail Ridge Subdivision in 14-33N-2W.** Kotrous moved to open the hearing at 7:37 p.m., seconded by Steffen. Roll call vote showed all present in favor. Absent: none. Ron Nohr said that he will be able to supply utility hookups and has tentative approval for water hookups. He already has one hookup. Doerr explained the plat and the change from the Preliminary Plat and NDEQ Subdivision approval, to combine the two west lots for Brent Arens, who will be buying Lot 1 and the area to the south. Doerr spoke with NDEQ and was told that combining the two lots would not be a problem. It will be shown as Block 1 because of possible future development on the south side of the property. Kuhlman moved to close the hearing seconded by Steffen. Roll call vote showed all present in favor. Absent: none. Ganz moved to recommend approval of the White Tail Ridge Subdivision Final Plat with the following conditions:

- 1 Subdivision Agreement approved by the Knox County Board of Supervisors.
- 2 The Treasurer Certificate and Owners Certificate shall be signed.
- 3 The applicant shall supply proof that electric and water connections will be supplied.

Nielsen seconded the motion. Roll call vote showed all present in favor. Absent: none.

**Public Hearing for #CU0039 Jim Swanson in Original Block 3, Lots 15-18, Verdel:** Kotrous moved to open the public hearing at 7:51, seconded by Ganz. Roll call vote showed all present in favor. Absent: none. Doerr read public comments in favor of the application from Don Packard. Jim Swanson said that the building will have nine units and face east to keep access off the highway. There are two streetlights there so no additional lighting should be needed. There will be no outside storage. There were no other public comments. Kuhlman moved to close the hearing seconded by Ganz. Roll call vote showed all present in favor. Roll call vote showed all present in favor. Absent: none. Steffen moved to approve the Jim Swanson Conditional Use permit #CU0039 for a self-storage unit with the following conditions: 1. One business sign up to 200 square feet is allowed to be placed on the property after obtaining a permit from the Zoning Administrator. 2. No outside storage is allowed. 3. The structure shall be white, beige, grey, or similar neutral color. Motion was seconded by DeShazer. Roll call vote showed all present in favor. Absent: none.

**Pre-Application meeting-Jim Coburn Planned Development in 19-33N-3W.** Jim Coburn and his engineer, Gaard from Stockwell, presented the proposal. They are proposing duplexes below the EVENT center and on Lots 1-11 to have one story with Lots 12-26 being 2 story with garages on the lower level. The event center will seat 200. Coburn is the owner of the various entities that own the property. He will have a line for fire protection (fire hydrant) pumped out of the marina because there currently is not enough capacity with Rural Water. He will need a permit to pump from the lake. Nohr explained the problem with zebra mussels at the Crofton Golf Course. This would be used for fire suppression in the event center. The marina will be dug out about 5-6 feet. The COE has not given approval yet. There will be a series of holding tanks for the sewage for the townhouses and event center. Lots 1-26 are about 1/3 to 1/2 acre. Coburn will build the homes. The townhouses will be short term rentals so that those attending events will not have to drive. Lots 1-26 could be sold or rented. Coburn said that he may set up an association or condominium. Fire safety on the new road was discussed with only 1 entrance. There may be a way to exit near Lots 1 or 2. Coburn said that water & electric is available. Keith Marvin said that this planned development is done with a Preliminary and Final Plat. It will be a contract and only allows minor changes. This will be considered a change of zoning. Any changes will require to go back through the process. Soils are a concern because they like to move and shift. Marvin asked if they had plans to check the soils. Coburn said that the Yacht Club has a good foundation. They will need erosion control and submit a drainage plan. Marvin would like to see a second access for Lots 1-26. Each entity that owns land in the development will be a party to the plat and PUD. Coburn said that it will be a public marina. Lots 24-25-26 will each just have a driveway (no street). The two boxes shown on the proposal by the yacht club are solar panels. Coburn will police the holding tanks. They will need to develop the preliminary plat and change of zoning through the PUD with public hearings at the same time. Keith and Liz and the applicant can work together before the public hearings. Coburn is concerned about the timeline. Marvin told him that he needs to have the plans detailed. Steffen voiced concerns about the Corp. of Engineers trying to stop the marina. Marvin suggested that he make it 3 phases so that the marina does not slow this down. If phase 1 is done, then Coburn won't have to come back for an amendment if there is a problem with the marina.

**Pre-Application meeting for Lazy River Acres Replat:** Doerr and Skroch explained the request to correct existing problems with the right of way cutting through two dwellings. Gregg Neuhaus wants extra land so that he can construct a storage shed. The roads are privately maintained public roads. There is actually a road across the east end that is not included on the plat. Marvin said that they will need to do a replat of the 3 lots and part of the parcel of Snowdons. The Preliminary Plat and Final Plat can be simultaneous. The Snowdons will have the boundary corrected in case they want to add more lots. Gregg Neuhaus will build the new road. The area where the new road will be is higher than the existing road according to Neuhaus. The portion of Adams lot that is now a road will be blocked off but will still show the utility easement. These are public roads/privately maintained. The plat will have to show the lot owners and who will maintain the road because Lazy River Acres does not have an Association. It will need to be signed by all the lot owners in the replat (3 lot owners and Snowdons).

**Old Business: Comprehensive Plan Update:** Chapter 2 will be updated. Keith is hoping to have this on the agenda for September. He will work on the existing land use map. Marvin found out that plats can be approved as an agenda item without a public hearing if we include it in the Comprehensive Plan and change the regulations. We would still have to notify the school districts, fire districts, etc.

**Public Comment on non-agenda items:** none.

**Zoning Administrator's Report:** The July Permit Report was reviewed. Doerr asked about someone who wants to build a new home on a minimum maintenance road. The consensus was to keep the requirement of no new houses on minimum maintenance roads.

**Next Meeting:** The next regular meeting is scheduled for September 10, 2019 at 7:30 p.m.

**Adjournment:** The meeting was adjourned at 9:35 p.m. by Chairman Wilken.

Liz Doerr, Zoning Administrator

Approved by Planning Commission: 9-23-19

Placed on File with Board of Supervisors: 10-10-19