

**Planning & Zoning Commission Proceedings**  
**Monday, August 21, 2023**

Chairperson Richard Hultberg opened the meeting at 1:30 p.m. Present were Commissioners Hultberg, Don Simon, Don Flinn, John Matthews, and Darwin Saari. Also present were Land Use Administrator Todd Schreiner, Property Assessor Elizabeth Patterson, Deputy Auditor Diane L. Blumhagen, John Backes, Jeremy Mahany, Michael Urbanec, Pat Morelli, and Laura Morelli. Absent was County Commissioner Steve Cottingham.

Moved by Matthews, seconded by Simon, to approve minutes from the previous meeting as submitted. Roll Call Vote: Aye: Simon, Flinn, Saari, Matthews, and Hultberg. Nay: None. Absent and not voting: Steve Cottingham. Motion carried.

Patterson presented an application submitted by Tonya Sue and Michael W. Harden, whose post office address is Velva, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 33, Otto's West Side Addition, Otis Township. The above-named applicants seek a variance to allow the construction of a structure closer than the required 15 feet from the side lot line, as proclaimed in Subsection 4 of 5.2.4 of the revised McLean County Zoning Ordinance as adopted on September 1, 1982, and as amended on May 24, 2022.

Mahany was present stating that the structure will be placed in the same location as the existing building. The existing approaches and roads will be utilized and approval has been received from the surrounding neighbors. Patterson stated that Otis Township has been notified.

Moved by Flinn, seconded by Simon, to recommend approval to the Board of County Commissioners the request submitted by Tonya Sue and Michael W. Harden, whose post office address is Velva, ND, requesting a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 33, Otto's West Side Addition, Otis Township. Roll Call Vote: Aye: Simon, Flinn, Saari, Matthews, and Hultberg. Nay: None. Absent and not voting: Cottingham. Motion carried.

Patterson presented an application submitted by Karla Backes, whose post office address is Minot, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 4R, Replat Slaters Resort, Otis Township. The above-named applicant seek a variance to allow the construction of a structure closer than the required 15 feet from the side lot line, as proclaimed in Subsection 4 of 5.2.4 of the revised McLean County Zoning Ordinance as adopted on September 1, 1982, and as amended on May 24, 2022.

John Backes was present stating the existing shed has been removed and a wooden structure will be placed in the same location. Patterson stated that approval has been received by the surrounding neighbors and Otis Township has been notified.

Moved by Simon, seconded by Saari, to recommend approval to the Board of County Commissioners the request submitted by Karla Backes, whose post office address is Minot, ND, requesting a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 4R, Replat Slaters Resort, Otis Township. Roll Call Vote: Aye: Simon, Flinn, Saari, Matthews, and Hultberg. Nay: None. Absent and not voting: Cottingham. Motion carried.

Patterson presented an application submitted by Michael and Jaycee Urbanec, whose post office address is Bismarck, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 91, Snake Creek Cottage Site, Malcolm Township. The above-named applicants seek a variance to allow the construction of a structure closer than the required 15 feet from the front lot line, as proclaimed in Subsection 4 of 5.2.4 of the revised McLean County Zoning Ordinance as adopted on September 1, 1982, and as amended on May 24, 2022.

Michael was present stating that a pole framed structure will be constructed on the lot and drainage won't be an issue. Patterson stated Malcolm Township has been notified.

Moved by Simon, seconded by Flinn, to recommend approval to the Board of County Commissioners the request submitted by Michael and Jaycee Urbanec, whose post office address is Bismarck, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 91, Snake Creek Cottage Site, Malcolm Township. Roll Call Vote: Aye: Simon, Flinn, Saari, Matthews, and Hultberg. Nay: None. Absent and not voting: Cottingham. Motion carried.

Patterson presented an application submitted by R. Patrick and Laura L. Morelli, whose post office address is Minot, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 13, Otto's West Side 1<sup>st</sup> Addition, Otis Township. The above-named applicants seek a variance to allow the construction of a structure closer than the required 25 feet from the front lot line, as proclaimed in Subsection 4 of 5.2.4 of the revised McLean County Zoning Ordinance as adopted on September 1, 1982, and as amended on May 24, 2022.

Schreiner stated that a structure will be constructed and Otis Township has been notified. Schreiner also stated that First District Public Health will need to inspect the new holding tank before any permits are issued. Discussion followed.

Moved by Matthews, seconded by Simon, to recommend approval to the Board of County Commissioners the request submitted by R. Patrick and Laura L. Morelli, whose post office address is Minot, ND, requesting approval of a variance of the setback requirements of the McLean County Zoning Ordinance involving land located on Lot 13, Otto's West Side 1<sup>st</sup> Addition, Otis Township. Roll Call Vote: Aye: Simon, Flinn, Saari, Matthews, and Hultberg. Nay: None. Absent and not voting: Cottingham. Motion carried.

There being no further business, the chairperson declared the meeting adjourned at 1:45 p.m.

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Richard Hultberg, Chairperson

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Diane L. Blumhagen, Deputy Auditor