

## Glyndon City Council 4/13/2016

Public Hearing – City Wide Zoning Ordinance  
Council Chambers  
6:30 p.m.

**Roll Call** – Mayor Cecil Johnson, Council Members David Owings, Chris Jensen, Joe Olson, Kimberly Savageau

City Staff – City Clerk Denise Anderson, Deputy City Clerk Wendy Affield, Police Chief Michael Cline, Maintenance Supervisor Scott Lofgren.

As per sign in sheet – Ken Parke, Adam Altenburg Metro COG, Jason Murry with David Drown & Associates, Clay County Commissioner Frank Gross, Karen Kringler, Mr. Kuhry, Terry Speer and Randy Anderson

Adam Altenburg with Metro COG passed out current copies of the proposed Zoning Ordinance which had incorporated a few minor changes of the red line zoning ordinance under review of the Council. Kimberly Savageau spoke to Council Members regarding an extensive research she had conducted on “Extra Territorial” boundaries included in the new zoning ordinance draft which extends into Dilworth and Moorhead’s territorial boundaries.

Savageau referred to page 6 which currently calls for 2 miles for extra territorial boundaries she provided A map for council members to view which showed that the 2 mile boundary would extend into the City of Dilworth and Moorhead’s boundaries. Also this indicates that Glyndon would be dealing with townships of spring Prairie, Riverton, Moland and Glyndon. This would only give the City approval of Sub Divisions, meaning Glyndon’s zoning Ordinance would not apply to them, it would mean if anyone wished to build in that area they would need to come to the City for approval. Savageau stated it would be of no benefit to the City and would require more clerical time and stated that for annexation purposes it has no bearing that another City could not annex the land in that 2 mile area. Also if someone wanted to do a sub division the City would be required to review the plans and hire an engineer to review the plans which would be of no benefit to the City and add an additional cost. After a review of the map with the County Planner it was determined if landowners in that boundary would require city services than that property would need to be annexed at that time. Savageau feels that to assume that 2 mile boundary the City should approach the Cities of Dilworth, Moorhead and the four townships affected so that they would be aware. Ken Parke stated that Dilworth’s boundary line has been in place since 1971 and that both Dilworth and Moorhead agreed on a jurisdiction boundary line as far as growth, meaning when someone wished to subdivide in an area than it would go to that city. Ken Parke stated that when subdivisions are created outside of a city’s growth plan it could and does create a problem as far as the city’s infrastructure for services and roads. He stated it is critical that the City look at the one mile radius and be sure that any subdivisions will tie into the city’s plan. Savageau’s recommendation was one mile radius or no mile radius. This would encompass expansion and sub divisions one mile from the current City limit borders. Johnson questioned if it would cause concern if Moorhead would expand east pass their airport, Savageau explained that any further annexation in that area would be between the City with the current boundaries and the Township.

Council members had a discussion on the option of a one mile versus a two mile boundary, Savageau stated that she feels all the City would accomplish by retaining a two mile boundary would be requiring another layer of government in that area for anyone wanting to build or develop. Mayor Johnson expressed a concern regarding homes one mile south of 12<sup>th</sup> Avenue on County Road 17 if someone decides to build a sub division west of those existing homes in that area. Savageau stated the City has a lot of area for growth before they can reach that area so she feels the City has ample time within the one mile radius. Joe Olson recommended a one mile radius.

Kimberly Savageau stated that the next step for the City would be to have a policy as to what the City would require in place for any type of Sub Divisions which may occur in the one mile radius pertaining to minimum required lot sizes and various other requirements. Jensen stated that policy needs to be created expeditiously.


Kimberly Savageau directed Council Members to review Page 30 – Violations and Penalties. Savageau stated after review of the first line of 4.06 she feels the word “misdemeanor” is not the correct verbiage since it implies that the City would create a court action and she questions if that should be step one for the city to pursue. She went on to state that some cities in the area impose a dollar amount per day violation, which means administration may send an offender a letter stating they are in violation and that they will be given “X” amount of days to correct a violation. Jensen suggested that the word “Shall” should be replaced with the word “May”. Savageau feels that a set dollar amount per day fine would be more effective, also including this verbiage for the City’s Nuisance Ordinance considering the City has never taken anyone to court. Savageau stated that the Zoning Administrator would be responsible to enforce such a penalty and send the offender a written notice. The City of Moorhead imposes a \$100.00 per day up to a \$2000.00 a year per violation, when Savageau spoke with the Moorhead City planner the recommendation was to start with a per day fine and then move in the direction of court as a last action. Offenders would receive a letter stating they would have “X” amount days to comply and if they chose not to than a fine per day would be imposed. Chief Cline stated an administrative ordinance could be added for fines the same as he has for administrative citations. Savageau feels this course would simplify the process for the City to follow through on violations.

Adam Altenburg stated that any current changes made to the Ordinance which was handed out this evening were mostly just grammatical and minor changes as instructed at the last Council Meeting.

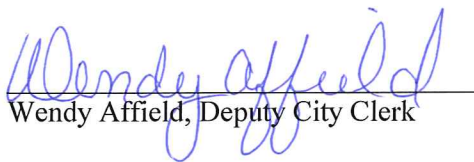
Savageau reviewed the R1, R2 & R3 Zoning categories currently under consideration and stated that other communities would view these as low density, medium density and high density and it would be based on that and lot size as opposed to the type of structure allowed. In the low density she would associate that to single family homes possibly twin homes on larger lots. Whereas some developers in the county are now placing homes of various sizes in different areas of their developments, such as apartment and smaller single family homes on the outskirts of their developments and the larger lots and homes in the center of their development areas. In the current zoning ordinance the city allows for twin homes in certain areas but not for smaller single family homes, so she feels the city should base the zoning on the density rather than the type of structure to eliminate constant rezoning requests in the future. Council had a discussion as to how to unify areas in relationship to lot sizes, and what a developer may request for future site plans. Savageau feels the name under each chapter should be changed along with the permitted uses, she and Adam Altenburg discussed the verbiage change for each classification for density, lot sizes and coverage. Lot footage of the medium and higher density was reviewed. Chris Jensen had questions regarding twin home coverage with and without a common wall. Savageau and Parke both discussed what other communities have done to accommodate higher densities developers have requested. Jensen’s concern about smaller lot front footage sizes is of a safety issue for on street parking and access left for emergency vehicles along with an exposure issue when homes are so close and access for maintenance crews completing snow removal. Parking issues and concerns in a higher density area were discussed.

Mayor Johnson stated since the time was 7:05 p.m. he would close the Public Hearing for City Wide Zoning Ordinance and move into the Regular Council Meeting during which time any unfinished concerns for this meeting would be addressed.

Respectfully submitted by Denise Anderson, City Clerk.

  
Cecil Johnson, Mayor

  
Denise Anderson, City Clerk/Treasurer

  
Wendy Affield, Deputy City Clerk

April 13, 2016 Public Hearing – City Wide Zoning Ordinance Minutes