

**CITY OF WATFORD CITY**  
P.O. BOX 494 WATFORD CITY, NORTH DAKOTA 58854

## **PLANNING AND ZONING COMMISSION MEETING AGENDA**

**Monday January 29, 2018**

6:00 PM City Hall, Heritage Room

- **CALL TO ORDER PUBLIC HEARING**

1. Public Hearing to hear comment on Division of Land Application for Boundary Line Adjustment on property owned by Christopher & Jennifer Brody and David & Lynette Hansen located Lot 25 & Lot 26, Block 1 of Schell & Jarland Addition to Watford City, 625 & 629 Sunset Drive.
2. Public Hearing to hear comment on Division of Land Application for Simple Lot Split submitted by Lowry Engineering for property owned by LT Development Group, LLC. located NW ¼ of Section 18, Township 150 N, Range 98 W, PID 20-00-12540, 17<sup>th</sup> Ave NE.

- **CLOSE PUBLIC HEARING**

- **CALL TO ORDER REGULAR MEETING**

- **APPROVE MINUTES**  
December, 26 2017

- **OLD BUSINESS**

- **NEW BUSINESS**

- **REVIEW PERMITS**  
January Records

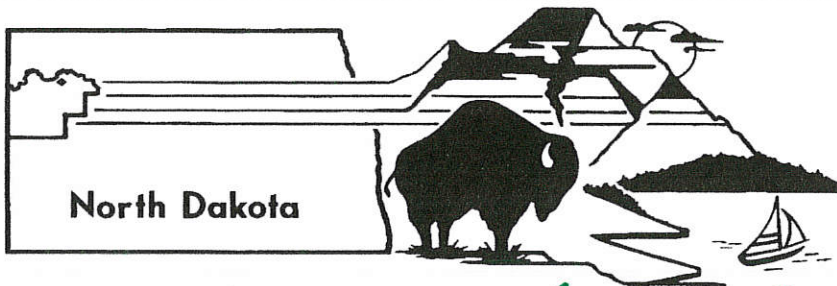
- **ADJOURNMENT**

1.

# Simple Lot Split

## *Boundary Line Adjustment*

Christopher & Jennifer Brody and David & Lynette Hansen  
*625 and 629 Sunset Drive*



## City of Watford City

213 2nd St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

Celebrating 100 Years - 2014

### Division of Land - *Boundary Line Adjustment* \$675

#### Applicant Information

Applicant(s) Name: Christopher & Jennifer Brody

Mailing Address: 629 Sunset Drive Watford City, ND 58854

Phone Number: 480-533-9389

Email Address: cbrody@targaresources.com

#### Property Information

Parcel Numbers: 82-61-02800

Sec. 24 Twn. 150 Rg. 99W Legal Description: Lot 25 Block 1 of Schell & Jarland Addition

Existing Acreage: .79 New Acreage: .81 (989 sq. ft. added)

New Legal Description: Replat of Lots 25 & 26 and a portion of the abandoned alley, Blk 1 of Schell Addition to WC

Address of Parcel(s): 629 Sunset Drive Watford City, ND 58854

Landowner(s) Name: SAME

Mailing Address: 629 Sunset Drive Watford City, ND 58854

Phone Number & Email:

#### Required Documents

- ☒ Attached Exhibit(s) (please identify): plat, deed
- ☒ Deed(s) Submitted, Title Report < 60 days
- ☒ Drawn, Stamped & Signed by Licensed ND Professional Engineer or Land Surveyor

#### Compliance with Boundary Line Adjustment Requirements

(I, We), agree that all boundary line adjustments within City of Watford City and Extra Territorial jurisdiction of North Dakota must comply with the requirements outlined in the Zoning Ordinance and Subdivision Regulations of City of Watford City, North Dakota. (I/We), expressly agree and certify that this boundary line adjustment meets all of the required conditions for the exemption:

1. Boundary line adjustment does not involve lots with more than one zoning classification;
2. The lots, having interior adjacent lines adjusted, must be contiguous;
3. The adjustments of interior lots, are existing platted lots
4. Boundary line adjustment is not one in a series of interior lot line adjustments made as a way to circumvent the subdivision review process;
5. All of the resulting parcels conform to the minimum lot area and width for zoning purposes, or the degree of nonconformity is not expanded;
6. Boundary line adjustment does not require or create any part of one or more new streets, public easements or any other rights of way, whether public or private, for access to or from any such lot, tract, or parcel and which would not require the creation of new or enlarged parks, playgrounds or openspaces.

✓ Landowner(s) Signature(s):

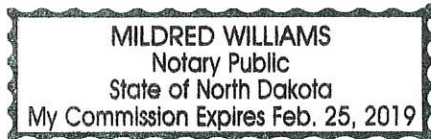
*Jennifer Brody*  
*Chris Brody*

Date: 8/7/17

Landowner(s) Signature(s):

Date:

I, Christopher + Jennifer Brody, a **Notary Public** of the County and State aforesaid,  
hereby certify that Mildred Williams personally known to me to be the  
affiant in the foregoing affidavit, personally appeared before me this day and having been by me  
duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.  
Witness my hand and official seal this the 8 day of August, 2017.



Mildred Williams  
**Notary Public**

My Commission Expires: 2 / 25 / 19

State of: North Dakota  
County of: McKenzie

**Surveyor / Engineer Information:**

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
License: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State & Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

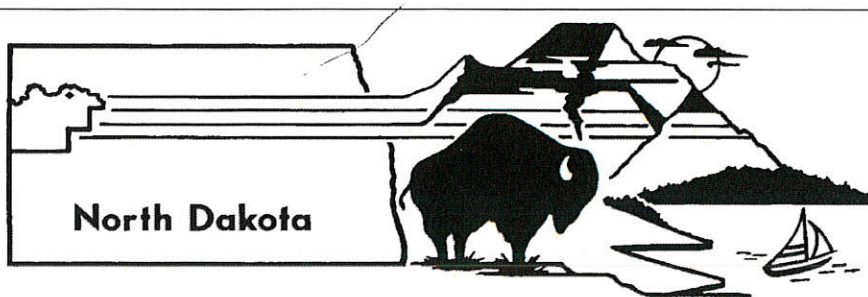
**OFFICE USE ONLY - Required Approvals/Signatures/Dates**

Planning & Zoning: 8-28-17  
City Council: \_\_\_\_\_  
Advertise Date(s): \_\_\_\_\_  
Property Owners Noticed: \_\_\_\_\_

Agenda Date: August

Payment: Cash \_\_\_\_\_ Credit/Debit Card ☒ Check # \_\_\_\_\_ Amount: \$ 675-  
Receipt # 031613

Sent to Recorders - Date: \_\_\_\_\_ for Preliminary Review  
Sent to Recorders - Date: \_\_\_\_\_ for Recording



## City of Watford City

213 2<sup>nd</sup> St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

Celebrating 100 Years - 2014

[watford.mckenziecounty.net](http://watford.mckenziecounty.net)

### Division of Land - *Affidavit*

AP#: (assessor parcel number) 82-61-02800

Application/Owner: Christopher & Jennifer Brody

In the State of North Dakota, County of McKenzie

I/We Christopher & Jennifer Brody

I/We will make provisions to ensure compliance with the disclosure and recording requirements of McKenzie County / Watford City including but not limited to tax debt related to the applicable map application type as follows:

(Check Appropriate Map Type):

- ☐ Subdivision of Land Preliminary Map
- ☐ Subdivision of Land Final Map
- ☐ Simple Lot Split (Parcel Map)
- ☐ Reversionary Map
- ☒ Boundary Line Adjustment

*Christopher Brody*  
(Signature)

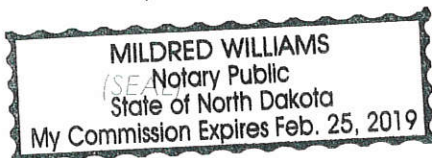
Christopher Brody  
(Printed name & title)

*Jennifer Brody*  
(Signature)

Jennifer Brody  
(Printed name & title)

I, Mildred Williams, a Notary Public of the County and State aforesaid, hereby certify that Christopher & Jennifer Brody personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.

Witness my hand and official seal this the 7 day of August, 2017.



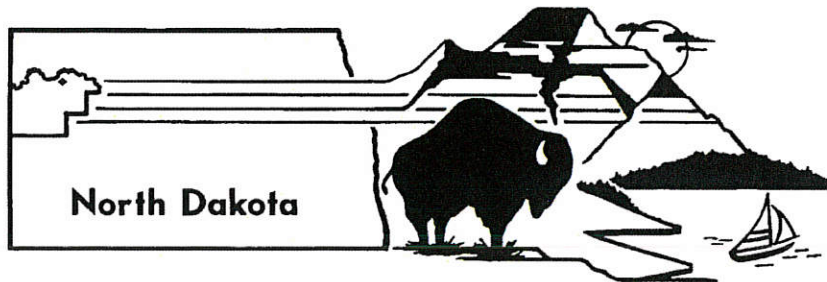
*Mildred Williams*  
Notary Public

My Commission expires:

2 / 25 / 19

State of: North Dakota

County of: McKenzie



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### Division of Land - *Boundary Line Adjustment*

**\$675**

#### Applicant Information

Applicant(s) Name: \

Mailing Address: 625 Sunset Drive Watford City, ND 58854

Phone Number: 701-444-6921 Email Address: darkl@ruggedwest.com

#### Property Information

Parcel Numbers: 82-61-02900

Sec. 24 Twn. 150 Rg. 99W Legal Description: Lot 26 Schell & Jarland Addition

Existing Acreage: New Acreage:

New Legal Description:

Address of Parcel(s): 625 & 629 Sunset Drive Watford City, ND 58854

Landowner(s) Name: SAME AS ABOVE

Mailing Address: 625 Sunset Drive Watford City, ND 58854

Phone Number & Email:

#### Required Documents

- ☐ Attached Exhibit(s) (please identify):
- ☐ Deed(s) Submitted, Title Report < 60 days
- ☐ Drawn, Stamped & Signed by Licensed ND Professional Engineer or Land Surveyor

#### Compliance with Boundary Line Adjustment Requirements

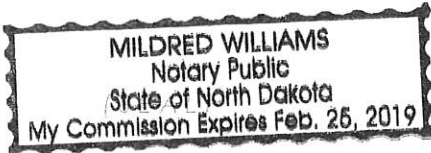
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1. Boundary line adjustment does not involve lots with more than one zoning classification;
2. The lots, having interior adjacent lines adjusted, must be contiguous;
3. The adjustments of interior lots, are existing platted lots
4. Boundary line adjustment is not one in a series of interior lot line adjustments made as a way to circumvent the subdivision review process;
5. All of the resulting parcels conform to the minimum lot area and width for zoning purposes, or the degree of nonconformity is not expanded;
6. Boundary line adjustment does not require or create any part of one or more new streets, public easements or any other rights of way, whether public or private, for access to or from any such lot, tract, or parcel and which would not require the creation of new or enlarged parks, playgrounds or open spaces.

Landowner(s) Signature(s): David Hansen Date 8-17-2017

Landowner(s) Signature(s): Lynette Hansen Date 8-17-2017

I, Mildred Williams, a Notary Public of the County and State aforesaid,  
hereby certify that David & Lynette Hansen personally known to me to be the  
affiant in the foregoing affidavit, personally appeared before me this day and having been by me  
duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.  
Witness my hand and official seal this the 17 day of August, 2017.



Mildred Williams  
Notary Public

My Commission Expires:  
2 / 25 / 19

State of: North Dakota  
County of: McKenzie

**Surveyor / Engineer Information:**

Name:     
Company:     
License:     
Address:     
City:     
State & Zip:     
Phone:     
Email:   

(SEAL)

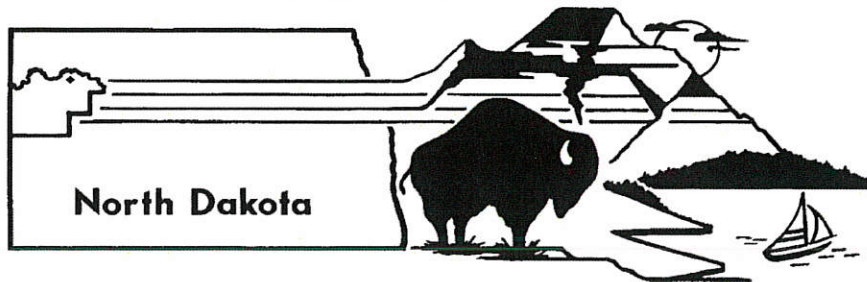
**OFFICE USE ONLY - Required Approvals/Signatures/Dates**

Agenda Date:   

Planning & Zoning:     
City Council:     
Advertise Date(s):     
Property Owners Noticed:   

Payment: Cash    Credit/Debit Card    Check #    Amount: \$     
Receipt #   

Sent to Recorders – Date:    for Preliminary Review  
Sent to Recorders – Date:    for Recording



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Watford City, ND 58854  
Ph. 701-444-2533  
Fax 701-444-3004

Celebrating 100 Years - 2014

[cityofwatfordcity.com](http://cityofwatfordcity.com)

### Division of Land - Affidavit

AP#: (assessor parcel number) 82-61-102900

Application/Owner: David and Lynette Hansen

In the State of North Dakota, County of McKenzie

I/We David & Lynette Hansen

I/We will make provisions to ensure compliance with the disclosure and recording requirements of McKenzie County / Watford City including but not limited to tax debt related to the applicable map application type as follows:

(Check Appropriate Map Type):

- ☐ Subdivision of Land Preliminary Map
- ☐ Subdivision of Land Final Map
- ☐ Simple Lot Split (Parcel Map)
- ☐ Reversionary Map
- ☒ Boundary Line Adjustment

David Hansen  
(Signature)

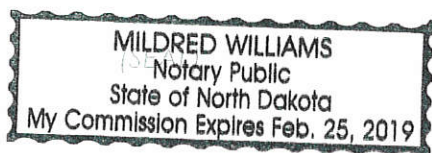
David Hansen Owner  
(Printed name & title)

Lynette Hansen  
(Signature)

Lynette Hansen Owner  
(Printed name & title)

I, Mildred Williams, a Notary Public of the County and State aforesaid, hereby certify that David & Lynette Hansen personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.

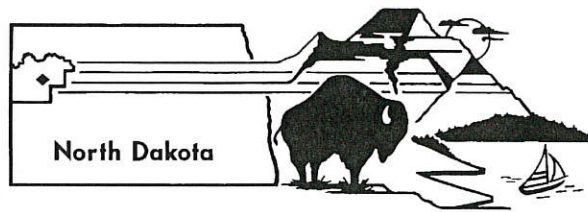
Witness my hand and official seal this the 17 day of August, 2017.



My Commission expires:  
2 / 25 / 19

Mildred Williams  
Notary Public

State of: North Dakota  
County of: McKenzie



January 24, 2018

## **STAFF REPORT**

### **SLS 01-2018 Simple Lot Split: *Boundary Line Adjustment***

#### **APPLICANT:**

Big Sky Surveying, PC  
Attn: Joseph L. Kauffman, PLS  
P.O. Box 170  
Sidney, MT 59270

#### **PROPERTY OWNERS:**

Christopher & Jennifer Brody  
629 Sunset Drive  
Watford City, ND 58854

David & Lynette Hansen  
625 Sunset Drive  
Watford City, ND 58854

#### **PROPERTY LOCATION:**

Section 24, Township 150 North, Range 99 West, Parcel # 82-61-02800 and 82-61-02900, Lot 25 and Lot 26 Block 1, Schell and Jarland Addition, 625 and 629 Sunset Drive Watford City, McKenzie County, North Dakota.

#### **REQUEST:**

Application was originally submitted for the purpose of adjusting the boundary lines between two lots. Hansen's garage was technically built on neighboring property as the current boundary line runs through their garage.

#### **ZONING:**

R1: Single Family Residential

#### **CURRENT USE:**

Single Family Residences

#### **REFERENCES:**

- Watford City City Code Sec. XV – Article XXX, Section 13 Simple Lot Split: *"A simple lot split shall be allowed when street improvements, water or sewer line improvements or other public improvements are not required, and no more than four (4) lots are created. Upon approval by the City Council, a simple lot split may be recorded. Notwithstanding the foregoing, all lot design standards and zoning requirements are required to be met."*

- Watford City City Ordinance Number 443 amending Section 14 of Article XXX of Chapter XV of The City of Watford City Ordinances Relating to Exception to Subdivision Requirements.

## **DISCUSSION:**

The motion of approval/denial for this application was previously postponed at our August 28, 2017 meeting. It was discovered that the original subdivision plat dated from 1978 was recorded with an incorrect survey of the lots. Meaning, the plat's lot lines do not correspond to the actual location and dimension of the property. Another reason for postponing this application was that the City did not have a process to allow the correction of just these particular lots without having to go through the entire subdivision process. Since the meeting, an amendment to our City Ordinances has been adopted which will now allow us to make the corrections to Brody's and Hansen's lot lines. Ordinance No. 443 states: *"Adjustments within existing platted parcels due to an error made in good faith in either surveying or construction may be exempt from these regulations only to the extent necessary to fix such an error. This exception must be approved in the same manner as a Simple Lot Split."*

This application was originally submitted for the consideration of adjusting the boundary lines so that property owners, David & Lynette Hansen's garage will be located within their property. As the lot is currently platted, the boundary line goes right through Hansen's garage. An aerial image with an overlay of the lot lines is included within the packet for reference.

The City of Watford City mailed the property owners whom hold an interest in the property, as well as the adjacent property owners, a notice regarding the Division of Land Application received for Simple Lot Split. At the time of this report, one of the adjacent property owners located along the other boundary line of Christopher & Jennifer Brody's property had contacted The City regarding this Application. The adjacent property owners have expressed concerns about the lot line adjustment and its potential effects on their property. City Planning Department Staff has scheduled a meeting with the property owners to discuss their concerns with this application as well as the lot line issues of their own property. An update, if necessary, regarding this meeting will be available at the time of the Planning Commission meeting.

## **SITE DEVELOPMENT:**

Access: The residences are located on Sunset Drive, a city street.

Sewer: City Sanitary Sewer Services are located within this area and in use.

Water: City Water Services are currently located within this area and in use.

## **SURROUNDING LAND USE:**

North: Zoning – R1: Single Family Residential  
Use - Single family residences

East: Zoning – R1: Single Family Residential  
Use - Single family residences

South: Zoning – C1: General Commercial  
Use - Commercial: Hotel (Roosevelt Inn)

West: Zoning – C1: General Commercial  
Use - Commercial Trucking Business

**RECOMMENDATION:**

It is the recommendation of the City Planning Department Staff to Approve the Division of Land Application for Simple Lot Split: Boundary Line Adjustment.

**PLANNING DEPARTMENT STAFF CONTACT:**

Becky Smith  
[basmith@nd.gov](mailto:basmith@nd.gov)  
(701)444-8402

LaRissa Bertram  
[lbertram@nd.gov](mailto:lbertram@nd.gov)  
(701)444-8406



OWNERS / COMMISSIONED BY: CHRISTOPHER M. BRODY & JENNIFER R. BRODY  
DAVID S. HANSEN & LYNETTE F. HANSEN  
PURPOSE: BOUNDARY LINE ADJUSTMENT  
DATE: June, 2017

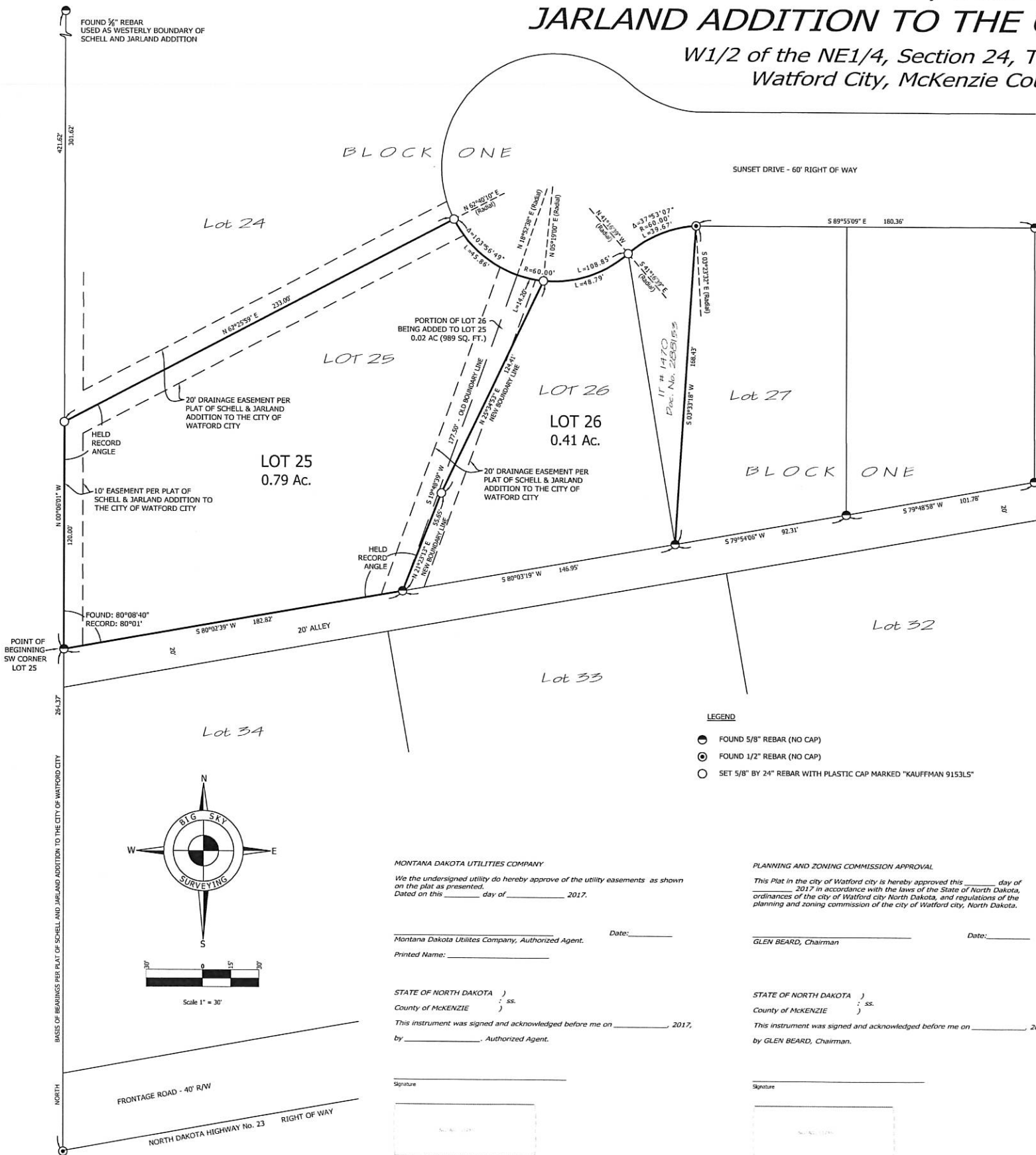
# RE-PLAT OF LOTS 25 & 26 & A PORTION OF THE ABANDONED ALLEY, BLOCK 1 OF SCHELL AND JARLAND ADDITION TO THE CITY OF WATFORD CITY

W1/2 of the NE1/4, Section 24, T 150 N, R 99 W, 5th P.M.  
Watford City, McKenzie County, North Dakota



**BIG SKY**  
Surveying

P.O. BOX 170  
SIDNEY, MT. 59270  
406-488-9452



**LEGAL DESCRIPTION**  
A tract of land being Lot 25, Lot 26, a portion of Lot 27, Block 1, Schell and Jarland Addition to the City of Watford City, lying in the West 1/2 of the Northeast 1/4 of Section 24, Township 150 North, Range 99 West, 5th P.M., Watford City, McKenzie County, North Dakota, more particularly described as follows:  
Beginning at the Southwest Corner of Lot 25, Block 1, Schell and Jarland Addition to the City of Watford City;  
Thence N 00°06'01" W 120.00 feet; Thence N 62°25'59" E 233.00 feet to a point on a 60.00 foot radius curve, concave Northeasterly, having a radial bearing of N 62°40'10" E; Thence Southeasterly, Easterly, and Northeasterly along the curve through a central angle of 103°56'49" along an arc length of 108.85 feet to a point on a 60.00 foot radius reverse curve, having a radial bearing of S 41°16'39" E; Thence Northeasterly along the curve through a central angle of 37°53'07" along an arc length of 39.67 feet; Thence S 03°33'18" W 168.43 feet; Thence S 80°03'19" W 146.95 feet; Thence S 80°02'39" W 182.82 feet to the Point of Beginning, containing 1.20 acres of land, all as shown hereon.  
Subject to and together with easements of record.

**OWNER'S CERTIFICATE**  
We, the undersigned, being all the owners and mortgage holders of the lands platted hereon, do hereby voluntarily consent to the execution of said plat, and do dedicate the streets, alleys, parks and public grounds as shown hereon, including all sewers, culverts, bridges, water distribution lines, sidewalks, grounds, whether such improvements are shown or not, to the public use forever.

We agree to not vacate any portion of this plat without the consent of the Planning Commission and the City of Watford City. We also hereby dedicate easements, to run with the land, for water, sewer, gas, electric, telephone, or other public utility lines of services under, on or over those certain strips of land designated hereon as "Utility Easements".

CHRISTOPHER M. BRODY

DAVID S. HANSEN

JENNIFER R. BRODY

LYNETTE F. HANSEN

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by CHRISTOPHER M. BRODY and JENNIFER R. BRODY.

Signature

\_\_\_\_\_  
CHRISTOPHER M. BRODY

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by DAVID S. HANSEN and LYNETTE F. HANSEN.

Signature

\_\_\_\_\_  
DAVID S. HANSEN

**CERTIFICATE OF SURVEYOR**

I, Joseph L. Kauffman, a Professional Land Surveyor, Licensed in the State of North Dakota, do hereby certify that the survey shown on the attached plat was made by me or under my direct supervision. The field survey was performed in June, 2017, and the monuments found and set are of the character shown hereon. This plat does not represent a complete title search.

Joseph L. Kauffman, PLS  
North Dakota Registration No. 9153 LS

STATE OF MONTANA )  
County of RICHLAND )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by JOSEPH L. KAUFFMAN, PLS

Signature

\_\_\_\_\_  
JOSEPH L. KAUFFMAN

**AUDITOR'S CERTIFICATE ON TAXES**  
I hereby certify that all real property taxes and special assessments assessed and levied on the land to be divided have been paid.

Certified this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

McKenzie County Auditor

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by \_\_\_\_\_.

Signature

\_\_\_\_\_  
JUSTIN VOLL

**WATFORD CITY APPROVAL**  
The city of Watford City, North Dakota, has approved the attached plat as shown hereon, and lying within the jurisdiction of the city of Watford City, has approved the streets, alleys, and other public ways and grounds of the attached plat, shown here as an amendment to the comprehensive street and highway plan and other appropriate portions of the comprehensive plan of the city of Watford City, North Dakota. All streets, alleys, and other public ways and grounds of the attached plat are dedicated, but not accepted at this time with the offer to remain open.

JUSTIN VOLL, MAYOR

Date: \_\_\_\_\_

PENI PETERSON, CITY AUDITOR

Date: \_\_\_\_\_

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by JUSTIN VOLL, MAYOR and PENI PETERSON, CITY AUDITOR.

Signature

\_\_\_\_\_  
JUSTIN VOLL

**PLANNING AND ZONING COMMISSION APPROVAL**

This Plat in the city of Watford city is hereby approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017 in accordance with the laws of the State of North Dakota, ordinances of the city of Watford city North Dakota, and regulations of the planning and zoning commission of the city of Watford city, North Dakota.

GLEN BEARD, Chairman

Date: \_\_\_\_\_

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by GLEN BEARD, Chairman.

Signature

\_\_\_\_\_  
GLEN BEARD

**MONTANA DAKOTA UTILITIES COMPANY**

We, the undersigned utility do hereby approve of the utility easements as shown on the plat as presented.  
Dated on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Montana Dakota Utilities Company, Authorized Agent.

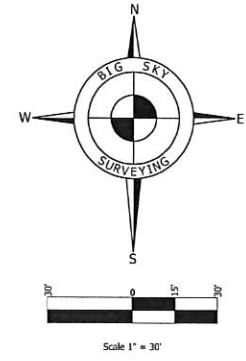
Printed Name: \_\_\_\_\_

STATE OF NORTH DAKOTA )  
County of MCKENZIE )

This instrument was signed and acknowledged before me on \_\_\_\_\_, 2017,  
by \_\_\_\_\_, Authorized Agent.

Signature

\_\_\_\_\_  
MONTANA DAKOTA UTILITIES COMPANY



## ORDINANCE NO. 443

### AN ORDINANCE AMENDING SECTION 14 OF ARTICLE XXX OF CHAPTER XV OF THE CITY OF WATFORD CITY ORDINANCES RELATING TO EXCEPTIONS TO SUBDIVISION REQUIREMENTS

Be it ordained by the City Council of the City of Watford City, North Dakota:

Lands transferred to governmental entities such as the City of Watford City, McKenzie County, State of North Dakota, United States government, McKenzie County Water Resource District, Western Area Water Supply Authority, and Watford City Park District; public utilities including power companies, telephone companies, cable companies and railroads may be exempt from these regulations provided the transfers are for the purpose of public roadway and/or utility expansion, and provided the parcels do not to exceed four hundred (400) feet in width.

Adjustments within existing platted parcels due to an error made in good faith in either surveying or construction may be exempt from these regulations only to the extent necessary to fix such an error. This exception must be approved in the same manner as a Simple Lot Split.

Any and all exceptions from these regulations must have approval from the City Planner or designee prior to the transfer of land. Surveys creating the parcel must include a statement signed by the City Planner or designee that includes the following statement: "This parcel is not subject to the subdivision regulations found in Article XXX of Chapter XV of the Code of Ordinances for the City of Watford City." This exception shall be retroactive and include parcels previously created in violation of said subdivision regulations at such time as the City Planner or designee records an affidavit against the offending parcels that states that they are not subject to the subdivision regulations of the City of Watford City.

Gravos moved the adoption of the foregoing Ordinance. The motion was seconded by Sanford. On roll call vote of the Council members, the following Council members voted "AYE": Beard, Riely, Gravos, Sanford, Devlin, Liebel, and the following Council members voted "NAY": none. Absent and not voting: none.

WHEREUPON, the motion was passed and the Ordinance declared adopted this 21<sup>st</sup> day of November, 2017.

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Mayor Justin Voll  
City of Watford City

ATTEST:

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Peni Peterson, City Auditor

First Reading: 11/06/2017  
Second Reading: 11/21/2017  
Published: 12/20/2017

PLAT OF  
**SCHELL and JARLAND ADDITION**  
 TO THE  
 CITY OF WATFORD CITY, MC.KENZIE COUNTY, NORTH DAKOTA

**SURVEYOR'S CERTIFICATE**

I, Duane Wamre, Registered Land Surveyor of Dickinson, Stark County, North Dakota do hereby certify that I have surveyed, staked and plotted "SCHELL and JARLAND ADDITION" in the W 1/2 of the NE 1/4, Section 24, Township 150 North, Range 99 West of the 5th P.M. more particularly described as follows, to-wit:

A tract of land in the West Half (W 1/2) of the Northeast Quarter (NE 1/4) of Section Twenty Four (24) Township 150 North, Range 99 West of the 5th P.M. McKenzie County, North Dakota more particularly described as follows to-wit:

Beginning at a point on the West line of said West Half Northeast Quarter on the Northernly 125 foot right-of-way line of U.S. Highway No. 85 as staked and plotted across West Half of Northeast Quarter, said point of beginning marked "A" on plat, thence in a Northernly direction, on a bearing of due North, a distance of 730 feet, more or less to the center line of old State Highway No. 23, to point marked "B" on plat, thence in a Northeastly direction along said centerline of old State Highway No. 23, a distance of 372.5 feet, to point marked "C" on plat, thence in a Northeastly direction along said centerline, on a bearing of N. 75° 45' E. a distance of 724.8 feet, to point marked "D" on plat, thence in an Easterly direction, along centerline of said Highway along a 10° curve to the right a distance of 372.5 feet to point "E" on plat, said point further described as 20 feet West line of said West Half Northeast Quarter, thence in a Southerly direction, 20 feet West and parallel to said East line, on a bearing of due South, a distance of 73.0 feet to point "F" on plat. Said point further described as the Northernly 95 ft. right-of-way line of U.S. Highway No. 85, thence in a Southwesterly direction, along the Northernly 95 feet right-of-way line of said Highway along a 1.436 degree curve to left, a distance of 340.5 feet to point "G" on plat, thence in a Northwesterly direction, on a bearing of N. 09° 59' W. a distance of 30.0 feet to point "H" on plat, thence in a Southwesterly direction along the Northernly 125 foot right-of-way line of said Highway on a bearing of S. 80° 01' W. a distance of 466.6 feet to point "A" marked on plat.

Tract contains a total of 22.4 Acres, more or less

I further certify that the accompanying plat was made by me from notes of the survey made in the field and shows the above described tract, the line being as permanent reference points were driven where shown, that figures representing distance denote feet and decimals of a foot.

I further certify this plat is correct to the best of my knowledge and belief.

In witness whereof I have hereunto subscribed my name this 24th day of Feb. 1978.

Duane Wamre  
 Duane Wamre, Registered Surveyor  
 No. 1171

STATE OF NORTH DAKOTA  
 COUNTY OF STARK

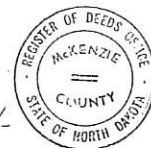
The foregoing instrument was acknowledged before me on this 24th day of Feb. 1978 by Duane Wamre

My Commission Expires Jan. 13, 1984  
 Mary Ellen Veigel  
 Notary Public, County of STARK N.D.

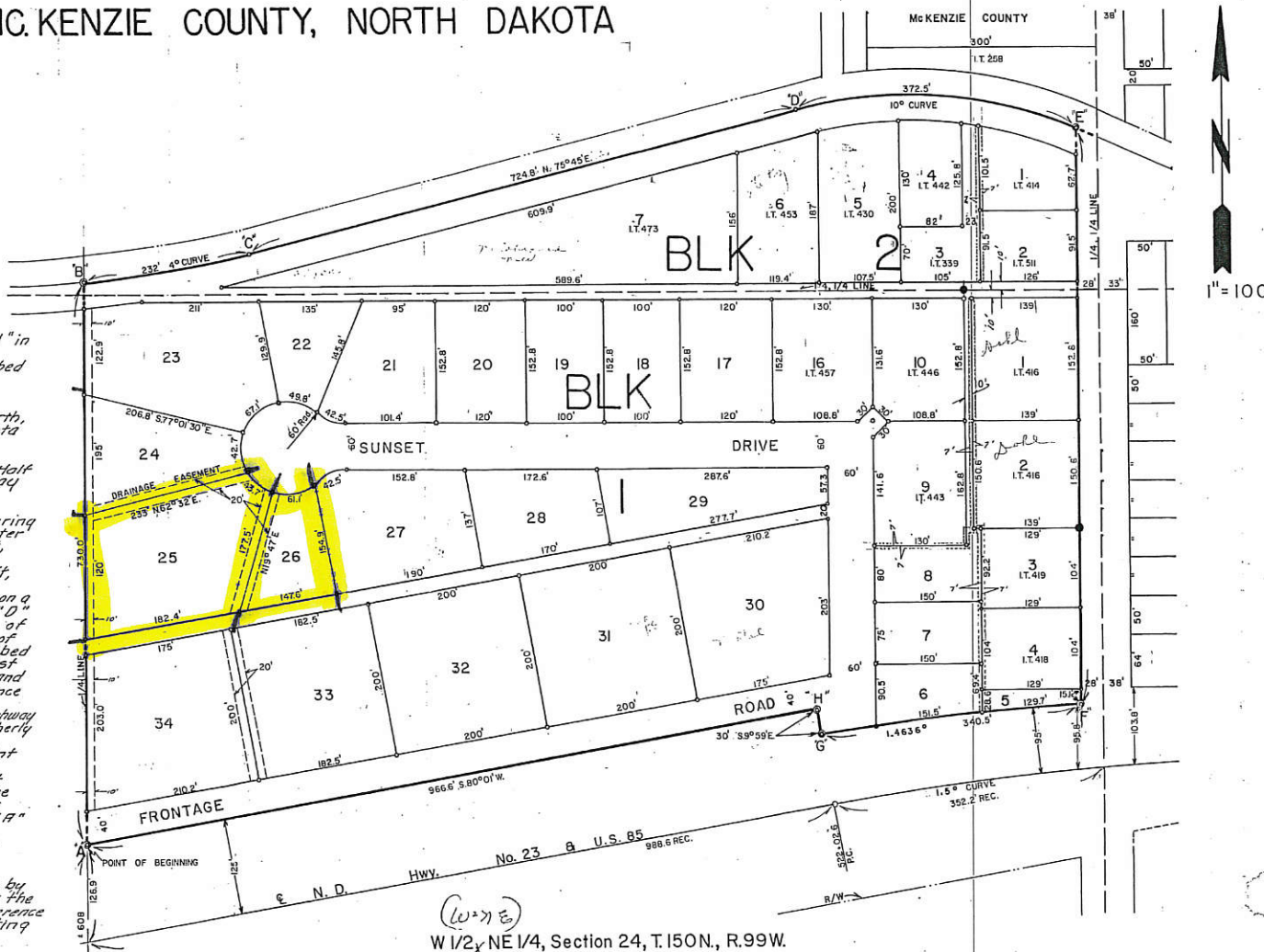


210601

STATE OF NORTH DAKOTA  
 COUNTY OF MC.KENZIE  
 OFFICE OF  
 REGISTER OF DEEDS  
 I hereby certify that the instrument was filed in this office for record on the 13th day of Feb. 1978 at 4:44 P.M. and was duly recorded in Book 105, folio 105.



PREPARED BY  
**L.W. VEIGEL & CO., P.C.**  
 DICKINSON, NORTH DAKOTA  
 CONSULTANTS  
 1978



**PROPRIETOR'S CERTIFICATE**

We, Lawrence F. Schell, David T. Jarland, Norman Dahl, Everette Calkins, Irene Winner, George Sterling, Jerry Mathistad, William Dixon, and Fred Stetz, Owners and Proprietors of "SCHELL and JARLAND ADDITION" to the City of Watford City, McKenzie County, North Dakota, do hereby certify that we have caused the same to be surveyed, staked and plotted by Duane Wamre, Registered Land Surveyor No. 1171 of the State of North Dakota in the manner shown on the accompanying plat and as described in the foregoing Surveyor's Certificate.

Lawrence F. Schell  
 David T. Jarland  
 Norman Dahl  
 Everette Calkins  
 Irene Winner  
 George Sterling  
 Jerry Mathistad  
 William Dixon  
 Fred Stetz

STATE OF NORTH DAKOTA  
 COUNTY OF MC.KENZIE

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by Lawrence F. Schell and David T. Jarland.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public, McKenzie County, N.D.

STATE OF North Dakota  
 COUNTY OF McKenzie

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by Norman Dahl.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public McKenzie County, N.D.

STATE OF ALASKA  
 THIRD DISTRICT

The foregoing instrument was acknowledged before me on this 4th day of March, 1978 by Everette Calkins.

My Commission Expires Aug. 19, 1979  
 Kenneth W. Buchman  
 Notary Public in & for Alaska

STATE OF North Dakota  
 COUNTY OF McKenzie

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by Irene Winner.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public McKenzie County, N.D.

STATE OF North Dakota  
 COUNTY OF McKenzie

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by George Sterling.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public McKenzie County, N.D.

STATE OF North Dakota  
 COUNTY OF McKenzie

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by Jerry Mathistad.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public McKenzie County, N.D.

STATE OF  
 COUNTY OF

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by William Dixon.

My Commission Expires  
 Notary Public McKenzie County

STATE OF North Dakota  
 COUNTY OF McKenzie

The foregoing instrument was acknowledged before me on this 13th day of April, 1978 by Fred Stetz.

My Commission Expires June 22, 1979  
 Kenneth W. Buchman  
 Notary Public McKenzie County, N.D.

629 Sweet Dr.

# Application For Building Permit

TO THE BUILDING INSPECTOR

Watford City

NO.

426

The undersigned hereby makes application for a permit to the issue and delivery to me by the Building Inspector of the City of Watford City of such permit, hereby agree to do the proposed work in accordance with the description below set forth and according to the provisions of the ordinances of the City of Watford City, and hereby state that the facts below as set forth by me are true and correct.

the following described building, and in consideration of the issue and delivery to me by the Building Inspector of the City of Watford City of such permit, hereby agree to do the proposed work in accordance with the description below set forth and according to the provisions of the ordinances of the City of Watford City, and hereby state that the facts below as set forth by me are true and correct.

Date

3-15-83

Signature

Paul B. Baker

This Permit is issued to the enactment, change, amendment, or modification of any Building or Zoning Ordinances and it is expressly understood that any structure constructed or altered hereunder shall comply with such Ordinances in effect at the time of such construction or alteration.

Permit Serial

Valuation \$

39,500

Permit Fee \$

49.00

By check

On lot

25

Block

1

of

Schell + Jarland

Addition

Street Address

On this

15

day of

March

19

83

Permission is hereby granted to:

Schell

Contractor

for

Mark + Alana

Owner

Address

Address

TO Erect

✓

Remodel

Enlarge

Repair

Move

Demolish

A Frame

✓

Masonry

Concrete Block

Steel

Zoning

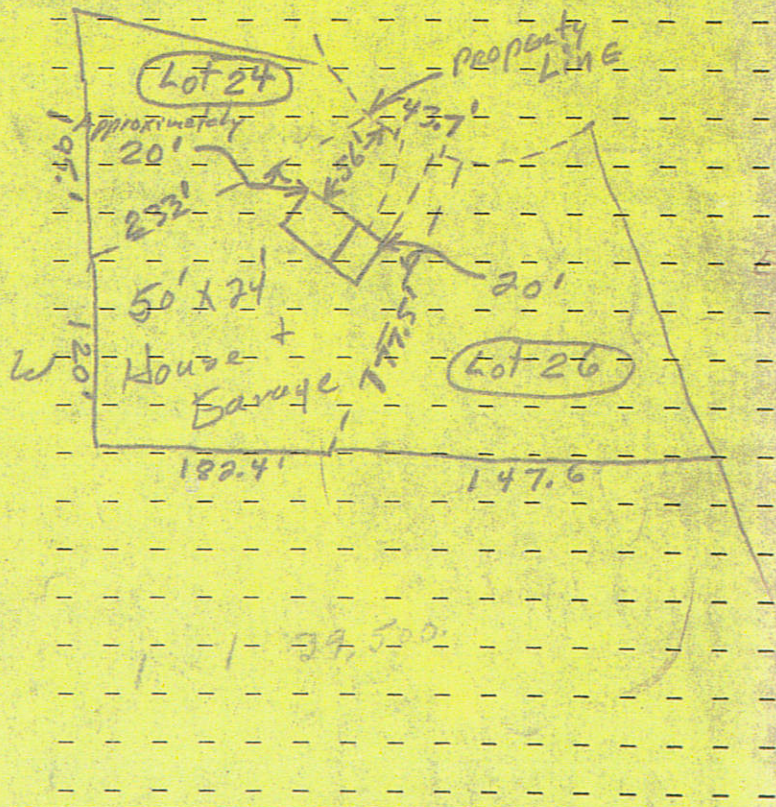
R

Use permitted

Dwelling

## PLOT PLAN

Show Existing Buildings and Use



## LOT RECORD

Topography

Street

Improvements

Other:

## PERMIT TO BUILD

Permission is hereby granted to M. Dodge to Erect Dwelling the building described in Application for Building Permit above, which is hereby expressly made a part of this Permit.

This Permit is granted upon the express condition that the person to whom it is granted, his agents, employees and workmen, in all the work done in, around and upon said building or any part thereof, shall conform in all respects to the ordinances and regulations of the City of Watford City governing the construction, alteration, maintenance, repair and removal of buildings and the ordinances of the said City known as the Building Ordinance and Zoning Ordinance:

Watford City, N.D.

3-15-83

Date

Building Inspector

TO THE BUILDING INSPECTOR

NO. 484

Date Mar. 23, 1984 Signature \_\_\_\_\_

Permit Serial

Valuation \$ 60,000 Permit Fee \$ 69 Pd by check.

On lot 26

Block 1

of Schell + Jarland Addition

Street Address 625 SUNSET DR

On this 23 day of Mar. 1984

Permission is hereby granted to: Scheil

CONST. for Spec. House  
Contractor Owner

Address	Address
---------	---------

TO Erect ✓ Remodel           

Enlarge\_\_\_\_\_Repair\_\_\_\_\_

Move\_\_\_\_\_Demolish\_\_\_\_\_

A Frame ✓ Masonry \_\_\_\_\_

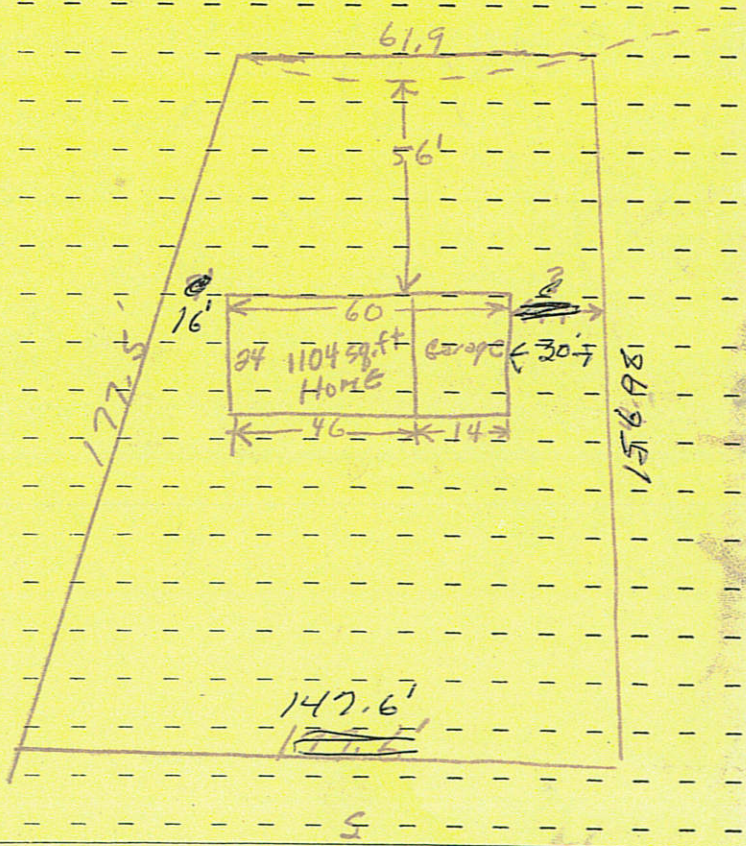
Concrete Block\_\_\_\_\_Steel\_\_\_\_\_

Zoning R-1 Use permitted \_\_\_\_\_

Dwelling

## PLOT PLAN

## Show Existing Buildings and Use



## LOT RECORD

Topography \_\_\_\_\_ Street \_\_\_\_\_

## Improvements

Other: \_\_\_\_\_

Permission is hereby granted to Schell Const to Dwelling  
the building described in Application for Building Permit above, which is hereby expressly made a part of this Permit.

This Permit is granted upon the express condition that the person to whom it is granted, his agents, employees and workmen, in all the work done in, around and upon said building or any part thereof, shall conform in all respects to the ordinances and regulations of the City of Watford City governing the construction, alteration, maintenance, repair and removal of buildings and the ordinances of the said City known as the Building Ordinance and Zoning Ordinance:

Kay Moloney  
Building Inspector

Watford City, N.D., 3-23-84 Date.

TYPE OF PERMIT  
Building . . .  
Moving . . .  
Demolition . . .  
Concrete . . .

CITY OF WATFORD CITY  
APPLICATION FOR BUILDING PERMIT

Permit No. 922  
Value 25,000.00  
Permit fee 73.00  
Permit Exp. 12-7-95

Pl 6-7-95  
CP # 9280

Address 625 sunset Drive Date of Application 6-1-95 Date Permit issued 6-7-95  
Legal Desc. Lot # \_\_\_\_\_ Block # \_\_\_\_\_ Subd. Schell and Jarland

OWNER  
Name Dave Hansen  
Address Box 944  
Phone 842-6921

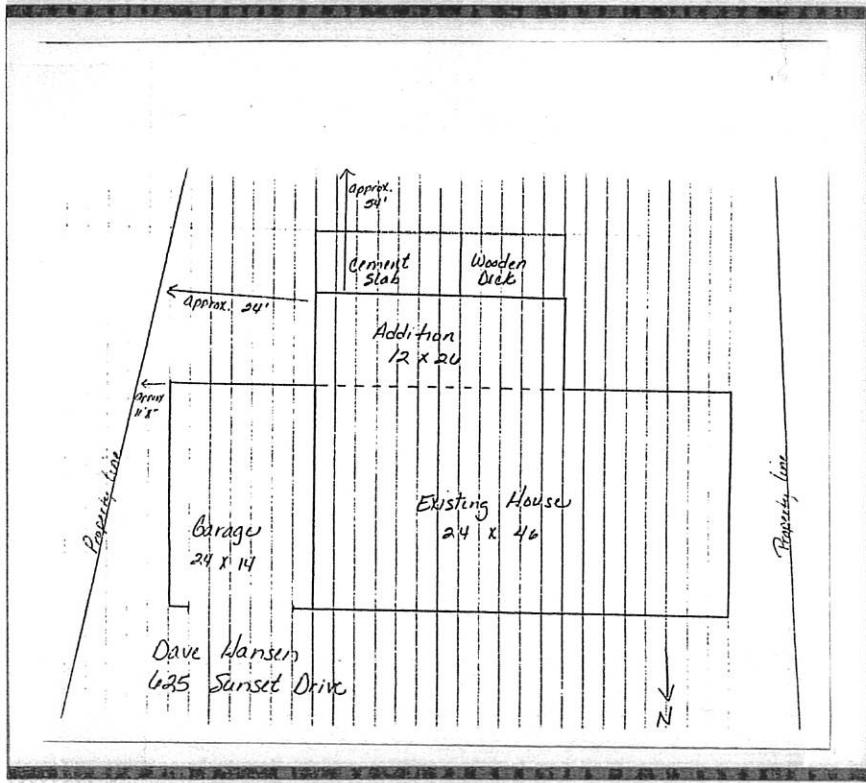
CONTRACTOR  
Name Dave Hansen  
Address \_\_\_\_\_  
Phone \_\_\_\_\_

PLOT PLAN

Show Existing Buildings, Use and  
Proposed New Construction

Zoning \_\_\_\_\_  
Lot Size \_\_\_\_\_  
Cond. Use \_\_\_\_\_  
Variance \_\_\_\_\_

Brief Description of use:  
12 x 26 Addition +  
Wooden deck & Slab



The applicant certifies that  
all information given is  
correct and that all City  
Ordinances and Building Codes  
will be complied with and that  
utility companies have been  
notified.

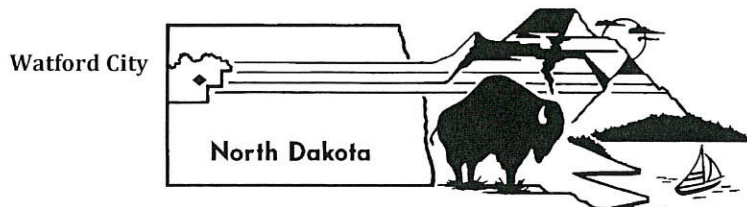
Synette Hansen  
Signature of Applicant  
D. L. Johnson  
Building Inspector

I DO HEREBY CERTIFY I WILL NOT OCCUPY THIS STRUCTURE WITHOUT THE  
APPROVAL OF THE BUILDING INSPECTOR

Certificate of Occupancy

A certificate of occupancy for the structure or structures authorized by the above  
mentioned permit is hereby: GRANTED ☒ DENIED ☐

Building Inspector D. L. Johnson Date 12-18-95



**City of Watford City**  
213 2<sup>nd</sup> St., NE / PO Box 494  
Watford City, ND 58854  
Ph. 701- 444- 2533  
Fax 701- 444- 3004  
[cityofwatfordcity.com](http://cityofwatfordcity.com)

August 16, 2017

**ORIGINAL**

*Just Pick*  
*MC*

**STAFF REPORT**  
**BLA 02-2017 Boundary Line Adjustment**

**Applicant**

Christopher Brody  
629 Sunset Drive  
Watford City, ND 58854

**Property Owners**

Dave Hansen & Christopher Brody  
625 Sunset Dr. & 629 Sunset Dr.  
Watford City, ND 58854

**Property Address:** 625 & 629 Sunset Drive, Parcel # 82-61-02800 & 82-61-02900  
Lot 25 Block 1 Schell Jarland Addition, Sec. 24, T150, and R99W.

**Request:** D. Hansen garage is built on neighboring property, request to move property line so Hansen property encompasses accessory structure.

**Zone:** R1, Low Density Residential Dwelling District C

**Use:** Single Family Residence

**Reference:** Watford City City Code Sec. XV – Article XXX, Section 13 Simple Lot Split

**Discussion:** *Christopher Brody had property surveyed, survey shows Brody attached garage as being built on a portion of David Hansen property. Application request is to adjust shared boundary line between properties. This will bring Brody garage into confines of property boundaries. Brody home was built in 1982, according to building permit home was built within confines of the parcel, boundary measurements match the recorded plat of the area. The meets & bounds of the area have errors, staff will be working with Attorney Voll on how to proceed to correct the errors on the plat as a whole and the adjustment for Christopher Brody and Dave Hansen.*

The City of Watford City mailed the property owners that hold an interest in the property and the adjoining property owners a notice regarding the Boundary Line Adjustment request. One resident questioned the authenticity of the survey work done and the discovered error and how it may affect their property. At this time it is Staff suggestion concerned property owner hire a surveyor and have a retracement survey completed to establish property boundaries.

Article XXX, Section 13 of the Watford City Code of Ordinance states that "A simple lot split shall be allowed when street improvements, water or sewer line improvements or other public improvements are not required, and no more than four (4) lots are created. Upon approval by the City Council, a simple lot split may be recorded. Notwithstanding the foregoing, all lot design standards and zoning requirements are required to be met." City of Watford City mechanism in place for adjustment(s) previously recorded property is Division of Land - Boundary Line Adjustment under the umbrella of a Simple Lot Split, Section 13, and Article XXX of City Code Chapter 15.

**Site Development:**

**Access:** Sunset Drive is a two lane mediocre city street.

Sewer: *City Services are established and in use at the properties*  
Water: *City Services are established and in use at the properties*

**Surrounding Land Use Inventory:**

North: Zoning – R1, Single Family Dwelling District  
Uses - single family homes  
East: Zoning - R1, Single Family Dwelling District  
Uses - single family homes  
South: Zoning – C1, Commercial  
Use - Roosevelt Inn  
West: Zoning – C1, Commercial  
Use - Black Hills Trucking, Central Hydraulic

**Recommendation:**

Staff asks to postpone action on this application. There are errors in the original platting of the Schell Jarland Subdivision that need to be resolved.

**Contact:**

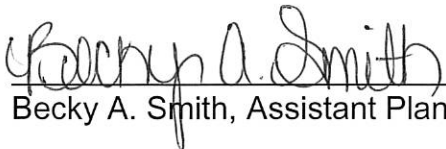
Mildred Williams  
[miwilliams@nd.gov](mailto:miwilliams@nd.gov)  
701/444.8406

## NOTICE OF PUBLIC HEARING

**PLEASE TAKE NOTICE** the City of Watford City Planning and Zoning Commission will hold a Public Hearing on Monday January 29, 2018 at 6:00 PM in the Heritage Room at City Hall for the purpose of considering a boundary line adjustment for property owned by Christopher & Jennifer Brody and David & Lynette Hansen located Lot 25 & Lot 26 and a portion of the abandoned alley, Block 1 of Schell & Jarland Addition to Watford City, W ½ of the NE ¼ of Section 24, Township 150 North, Range 99 West, 625 and 629 Sunset Drive, Watford City, McKenzie County, North Dakota.

The Application is available for public viewing and copying Monday-Friday 8:00AM-5:00PM at Watford City City Hall located 213 2<sup>nd</sup> St NE Watford City, North Dakota.

Dated this 11<sup>th</sup> day of January, 2018

  
Becky A. Smith, Assistant Planner

RUN: 2 times

PUBLISH: McKenzie County Farmer 01/17/2018 & 01/24/2018

### Mailed to:

Christopher & Jennifer Brody  
629 Sunset Drive  
Watford City, ND 58854

David & Lynette Hansen  
625 Sunset Drive  
Watford City, ND 58854

Big Sky Surveying  
Attn: Joe Kauffman  
P.O. Box 170  
Sidney, Montana 59270

Bryson & Melanie Tally  
P.O. Box 264  
Watford City, ND 58854

Kelly & Janice Kulseth  
621 Sunset Drive  
Watford City, ND 58854

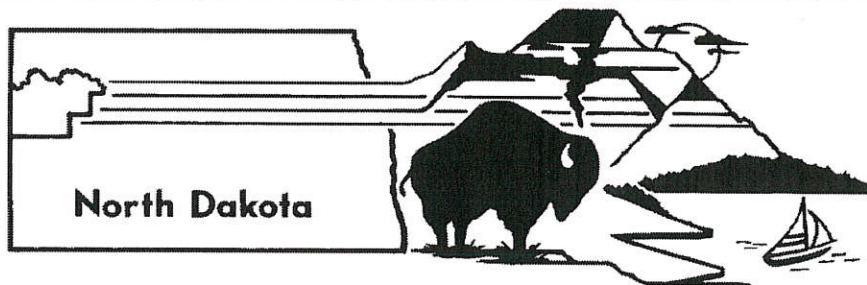
Marty & Crystal Mulder  
P.O. Box 1003  
Watford City, ND 58854

2.

# Simple Lot Split

LT Development Group, LLC.

*17<sup>th</sup> Ave NE*



## City of Watford City

213 2<sup>nd</sup> St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

Celebrating 100 Years - 2014

[watford.mckenziecounty.net](http://watford.mckenziecounty.net)

### Division of Land: *Simple Lot Split (parcel map)*

**\$675**

#### Applicant Information

#### REQUEST:

Applicant(s) Name: Andrew Thill

Mailing Address: 1111 Westrac Drive, Suite 108, Fargo, ND 58103

Phone Number: 701-235-0199

Email Address: athill@lowryeng.com

#### Property Information

Parcel Numbers: 200012540 Sec. 18 Twn. 150 Rg. 98W Zoning: AG

Legal Description: \_\_\_\_\_

Existing Acreage/Sq. Ft.: \_\_\_\_\_ New Acreage/Sq. Ft.: 5.2

New Legal Description: Lots 1-4 of part of the NW 1/4 of section 18, T 150, R 98W

Address of Parcel(s): 505 17th Ave N

Landowner(s) Name: LT Development Group, LLC (Luke Taylor)

Mailing Address: PO Box 1229, Watford City, ND 58854

Phone Number & Email: 701-570-2646

#### Required Documents

- ☐ Attached Exhibit(s) - Drawn, Stamped & Signed by licensed ND Professional Engineer or Land Surveyor
- ☐ Deed(s)
- ☐ Division of Land Affidavit
- ☐ PDF and or DWG provided with application
- ☐ Title Report < 60 days
- ☐ Copies: (1) 11 x 17 paper

#### Compliance with Division of Land Simple Lot Split (Parcel Map) Requirements:

(I, We), the undersigned swear and say that (I am, We are) the owner(s) of record on the tax rolls of the property involved in this application, or (am, are) otherwise qualified to initiate this application under Watford City Code; that the information on the plans and drawings attached hereto, and all of the statements and answers contained herein are in all respects true and correct to the best of my knowledge and belief, and the undersigned understands that this application must be complete and accurate before a hearing can be conducted.

(I, We) also authorize the Watford City Planning Department and its designee, to enter the premises of the property subject to this application for the purposes of gathering information for the purpose of advising the public of the proposed application.

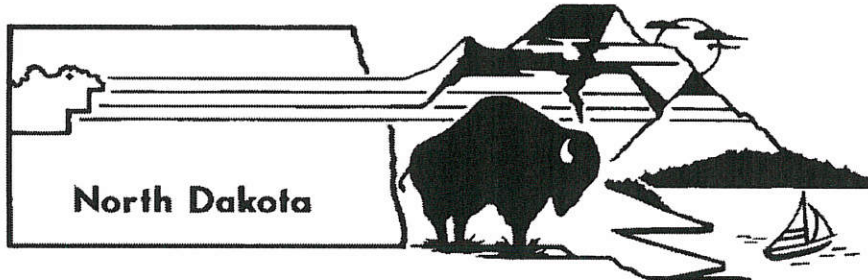
Landowner(s) Signature(s): \_\_\_\_\_

President

Date: 11/29/17

Landowner(s) Signature(s): \_\_\_\_\_

Date: \_\_\_\_\_



## City of Watford City

213 2<sup>nd</sup> St. NE / PO Box 494

Watford City, ND 58854

Ph. 701-444-2533

Fax 701-444-3004

Celebrating 100 Years - 2014

[watford.mckenziecounty.net](http://watford.mckenziecounty.net)

### Division of Land - Affidavit

AP#: (assessor parcel number) 200012540

Application/Owner: LT Development Group, LLC

In the State of North Dakota, County of McKenzie

I/We LT Development Group, LLC

I/We will make provisions to ensure compliance with the disclosure and recording requirements of McKenzie County / Watford City including but not limited to tax debt related to the applicable map application type as follows:

(Check Appropriate Map Type):

- ☐ Subdivision of Land Preliminary Map
- ☐ Subdivision of Land Final Map
- ☒ Simple Lot Split (Parcel Map)
- ☐ Reversionary Map
- ☐ Boundary Line Adjustment

[Signature]  
(Signature)

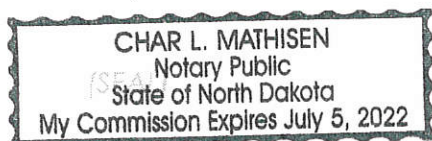
Luke Taylor, President  
(Printed name & title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name & title)

I, Char L. Mathisen, a Notary Public of the County and State aforesaid, hereby certify that Luke Taylor personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct.

Witness my hand and official seal this the 29 day of November, 2017.

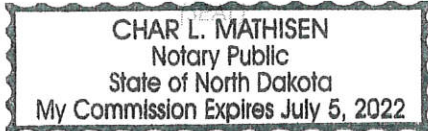


Char L. Mathisen  
Notary Public

My Commission expires:  
7 / 5 / 2022

State of: North Dakota  
County of: McKenzie

I, Char L. Mathisen, a **Notary Public** of the County and State aforesaid, hereby certify that Ruke Taylor personally known to me to be the affiant in the foregoing affidavit, personally appeared before me this day and having been by me duly sworn deposes and says that the facts set forth in the above affidavit are true and correct. Witness my hand and official seal this the 29<sup>th</sup> day of November, 2017.



Char L. Mathisen  
Notary Public

My Commission Expires:

7/5/2022

State of: North Dakota

County of: McKenzie

**Surveyor / Engineer Information:**

Name: Cole Neset, RLS  
Company: Neset Land Surveys  
License: RLS-7513  
Address: 1111 Westrac Drive Suite 108  
City: Fargo  
State & Zip: ND, 58103  
Phone: 701-235-0199  
Email: cneset@nesetsurveys.com

(SEAL)

**OFFICE USE ONLY - Required Approvals/Signatures/Dates**

Agenda Date: 12-20-17

Planning & Zoning: 12-20-17

City Council: 1-2-2018

Advertise Date(s): 12-13 & 12-20-17

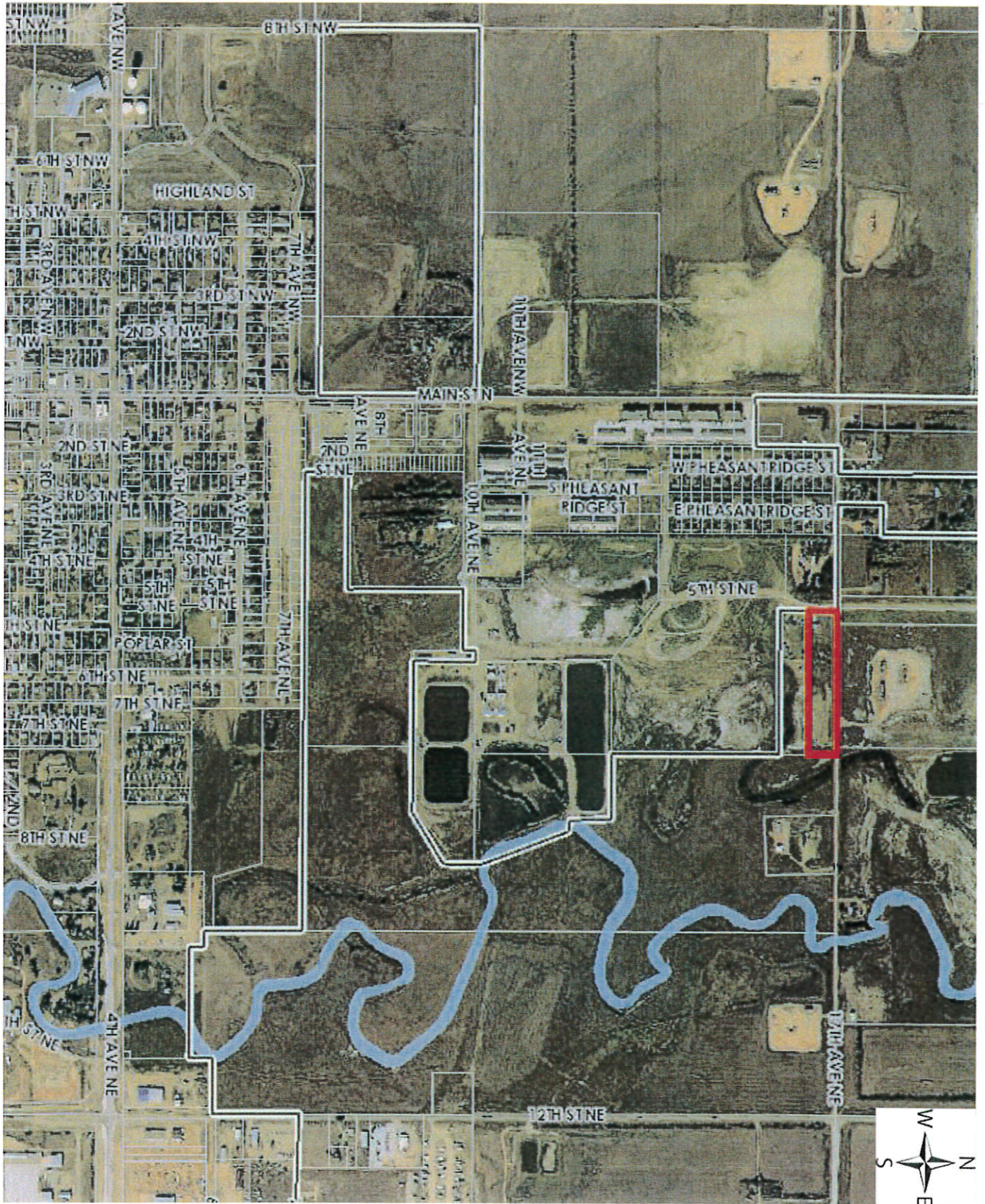
Property Owners Noticed: ✓ Larissa

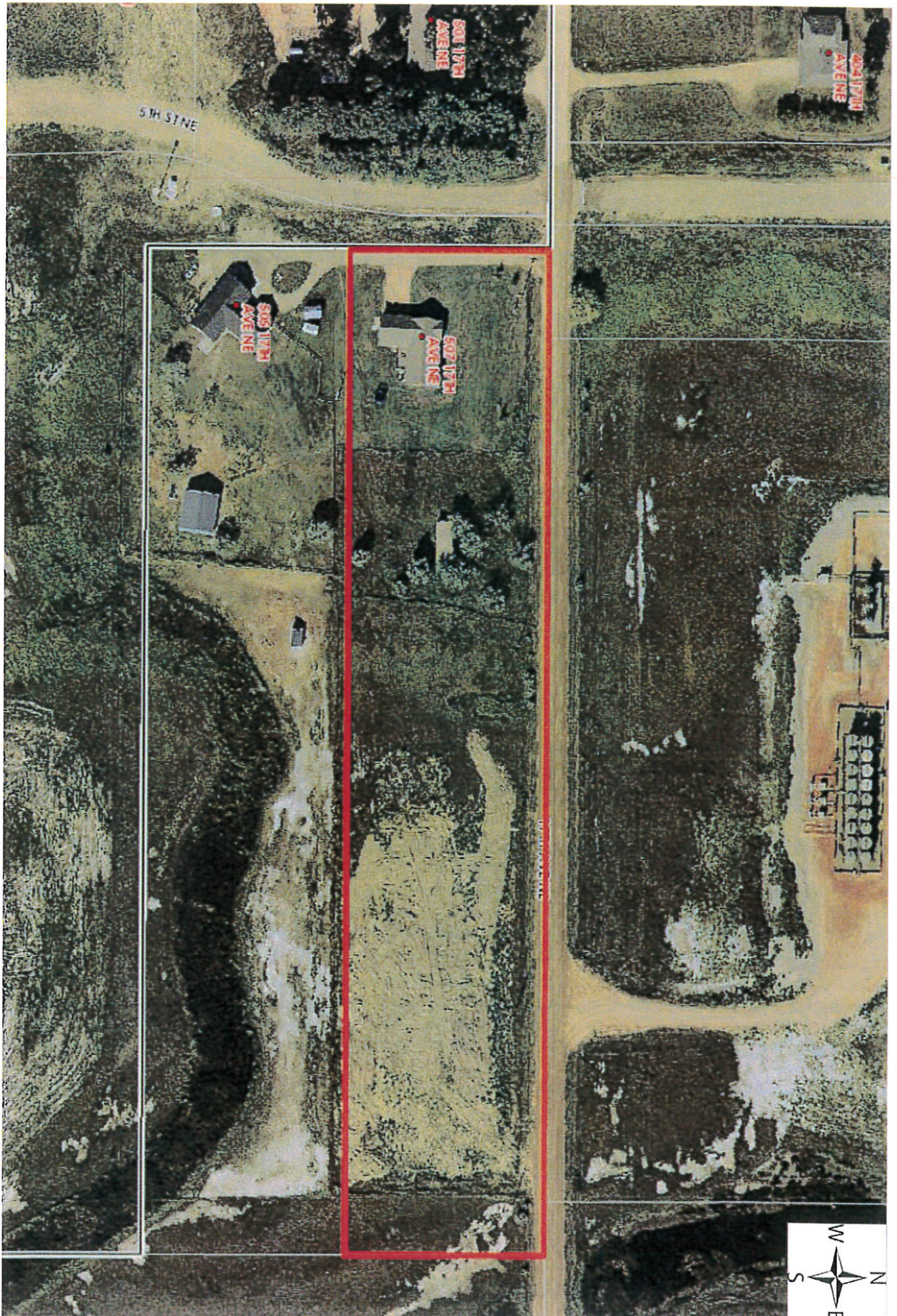
Payment: Cash ☐ Credit/Debit Card ☐ Check # 3001 Amount: \$ 675.<sup>00</sup>  
Receipt # INVOICE # 3305 12-6-17

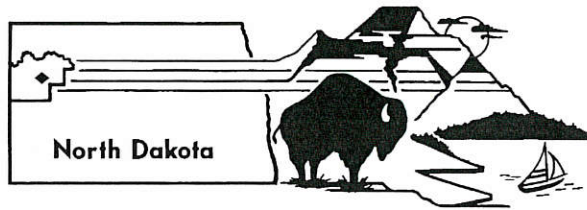
Sent to Recorders - Date: \_\_\_\_\_ for Preliminary Review

Sent to Recorders - Date: \_\_\_\_\_ for Recording

RECEIVED  
12-1-17







January 24, 2018

## **STAFF REPORT**

### **SLS 02-2018 Simple Lot Split**

#### **APPLICANT:**

Lowry Engineering  
Attn: Andrew Thill  
1111 Westrac Drive  
Suite 108  
Fargo, ND 58103

#### **PROPERTY OWNERS:**

LT Development Group, LLC.  
P.O. Box 1229  
Watford City, ND 58854

#### **PROPERTY LOCATION:**

Parcel # 20-00-12540, NW ¼ Section 18, Township 150 North, Range 98 West, 505? 17<sup>th</sup> Ave NE, Watford City, McKenzie County, North Dakota.

#### **REQUEST:**

Application has been submitted for a Simple Lot Split for the consideration of creating four (4) lots from one existing larger parcel. Each newly split lot will be in excess of 1 acre with the intention for future single family homes.

#### **ZONING:**

AG: Agriculture

#### **CURRENT USE:**

Single Family Residence

#### **REFERENCES:**

Watford City City Code Sec. XV – Article XXX, Section 13 Simple Lot Split

## **DISCUSSION:**

The motion of approval/denial for this application was previously postponed at our December 26, 2017 meeting. Since the meeting, City Staff has been working together with the property owner, survey/engineering company, and McKenzie County to address the remaining issues.

This application was originally submitted for the consideration of splitting one existing lot into 4 individual lots intended for future single family homes. An existing single family home is located on the western side of the property. The existing single family home will be located on the newly created Lot 1. Each new lot will be in excess of 1 acre which should meet the health department regulations regarding the minimum space required for private septic systems and drain fields for the future development of the lots.

This section of 17<sup>th</sup> Ave NE is still under the maintenance of McKenzie County. Therefore, in order to have a new approach from the development onto 17<sup>th</sup> Ave NE, an Approach Permit is required to be submitted to McKenzie County for review and approval. As of the date of this report, Lowry Engineering has submitted the required documents to the County to begin the Approach Permit process. The exact location is still under review but will allow for one single point of access off 17<sup>th</sup> Ave NE is proposed for the newly split lots. Upon the final approval from McKenzie County, a private access driveway will give access to the new lots from 17<sup>th</sup> Ave NE. The private access is shown on the plat. The private access driveway will be located off 17<sup>th</sup> Ave NE between Lots 3 and 4 and continue along the southern boundary of Lot 3 in order to give access to Lot 2. This access driveway will remain private and will not be required to be improved as a public roadway according to City Standards.

Another issue of access pertains to the existing home within this property (Lot 1). This home currently shares a private driveway with the property owner located to the South which is accessed directly off 17<sup>th</sup> Ave NE. There is roadway located to the west of these properties labeled as 5<sup>th</sup> St NE. This road has previously been platted within the Alvamar Subdivision as an "80' Private Access". However, with the development of the new dog park, the installation of a City lift station, and an opportunity for future development of the land within the subdivision, 5<sup>th</sup> St NE has high potential to be dedicated as a public road in the future. The current "private access" of 5<sup>th</sup> St NE also continues directly north across 17<sup>th</sup> Ave NE to an existing 5<sup>th</sup> St NE road. Since 5<sup>th</sup> St NE is currently not dedicated as public, the current property owners: LT Development Group, Auto Property Solutions, and Paul Craddick are working together on signing an access agreement to give the existing two homes alternative access. Their current, existing shared access off 17<sup>th</sup> Ave NE will be abandoned in order to comply with McKenzie County's approach regulations. Once 5<sup>th</sup> St NE is improved, the distance of the existing shared driveway off 17<sup>th</sup> Ave NE and the intersection of 5<sup>th</sup> St NE will be too close. McKenzie County's requirements for approaches state a minimum distance of 500 feet of separation.

Article XXX, Section 13 of the Watford City Code of Ordinance states that "*A simple lot split shall be allowed when street improvements, water or sewer line improvements or other public improvements are not required, and no more than four (4) lots are created. Upon approval by the City Council, a simple lot split may be recorded. Notwithstanding the foregoing, all lot design standards and zoning requirements are required to be met.*" Since the plat submitted with this application, if approved, will reach the maximum of four (4) lots, any future divisions of land must follow all Subdivision platting procedures and requirements.

The City of Watford City mailed the property owners whom hold an interest in the property, as well as the adjacent property owners, a notice regarding the Division of Land Application received for Simple Lot Split. At the time of this report, the property owners located along the southern boundary had contacted The City regarding this Application with concerns about developing within the floodplain. The adjacent property owner, Paul Craddick, met with City staff and City Engineer / Floodplain Administrator, Rick Jore, to discuss concerns. Once development of the split lots begins, a Floodplain Development Permit will be required to be submitted prior to any work commencing on the property.

## **SITE DEVELOPMENT:**

- Access: The current residence has an access driveway from 17<sup>th</sup> Ave NE.
- Sewer: City Sanitary Sewer Services are not currently located within this area. A private septic system is currently being used by the existing residence. Future lots will also require private septic systems once developed.
- Water: City Water Services are not currently located within this area. A private well is used by the existing residence. Future development of the split lots will also require a private well for water.

## **SURROUNDING LAND USE:**

- North: Zoning – AG: Agriculture  
Use - Other than an oil well pad, the majority of the land is undeveloped.
- East: Zoning – AG: Agriculture  
Use - Undeveloped
- South: Zoning – AG: Agriculture  
Use - Single Family Home
- West: Zoning – C1: General Commercial  
Use - Commercial Trucking Business

## **RECOMMENDATION:**

It is the recommendation of the City Planning Department Staff to Approve the Division of Land Application for Simple Lot Split:

Approval will be contingent upon the following items:

1. A signed agreement between the property owners of the existing homes and adjacent property owner must be in place for new, shared access to 5<sup>th</sup> St NE. The existing shared driveway off 17<sup>th</sup> Ave NE must be abandoned.
2. After final approval from McKenzie County, the new approach off 17<sup>th</sup> Ave NE which will give access to the newly split lots, must be accurately depicted on the plat before recordation.
3. Prior to any future development of this property, a Floodplain Permit Application must first be submitted to the City Engineer/ Floodplain Administrator.
4. Prior to any future development of this property, generalized building plans and permit applications must be submitted to The City for further review and approval.
5. With the recordation of this plat, under Simple Lot Split regulations, the maximum creation of four (4) lots will have been reached. Therefore, any future divisions of land of this parcel will be subject to Subdivision platting procedures and requirements in accordance with Watford City Municipal Code of Ordinances, Chapter XV-Zoning Ordinance, Article XXX, and Subdivision Regulations.

## **PLANNING DEPARTMENT STAFF CONTACT:**

Becky Smith  
[basmith@nd.gov](mailto:basmith@nd.gov)  
(701)444-8402

LaRissa Bertram  
[lbertram@nd.gov](mailto:lbertram@nd.gov)  
(701)444-8406

**Smith, Becky A.**

---

**From:** Andrew Thill <athill@lowryeng.com>  
**Sent:** Thursday, January 25, 2018 3:09 PM  
**To:** Smith, Becky A.  
**Cc:** LT  
**Subject:** Luke Taylor Simple Lot Split Status Update

**CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

Becky,

It is my understanding that the City is looking for a status update of sorts for the subject slot split.

- Easement documentation for the Robin / Autoproperty Sollutions land has been created and is ready to be signed. Luke has a verbal commitment from Robin that he will sign it and grant the easement, however he needs to actually get the signature from Robin. Luke is currently working on that.
- Luke has submitted an approach permit to Tim Pickering with the County. We are in the process with getting that reviewed and approved. It does appear per my phone conversations with Tim that the access should get approved.

Let me know if you need anything else.

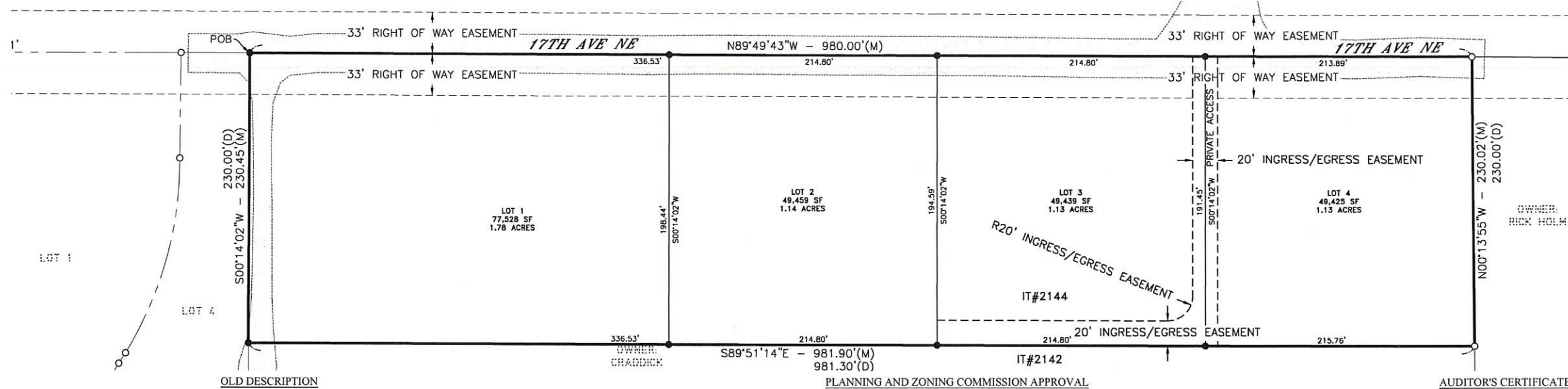
**Andrew Thill, PE**  
*Civil Engineer*



1111 Westrac Dr. Ste. 108  
Fargo, ND 58103  
Office: 701.235.0199 Ext. 15  
Cell: 651.324.5581  
[athill@lowryeng.com](mailto:athill@lowryeng.com)  
[www.lowryeng.com](http://www.lowryeng.com)

# LUKE TAYLOR 1ST SUBDIVISION

PART OF THE NORTHWEST QUARTER OF SECTION 18, TOWNSHIP 150 NORTH, RANGE 98 WEST  
OF THE FIFTH PRINCIPAL MERIDIAN, COUNTY OF MCKENZIE, STATE OF NORTH DAKOTA



A PARCEL OF LAND LYING IN THE NW1/4 OF SECTION 18, T 150 N, R 98 W OF THE 5TH PM, MCKENZIE COUNTY, NORTH DAKOTA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTH 1/4 SECTION CORNER OF SAID SECTION 18, THENCE WEST ALONG THE NORTH LINE OF SAID SECTION 18 ON AN N ASSUMED AZIMUTH OF 270°00', 980.0 FEET; THENCE 180°00', 230.0 FEET; THENCE 90°0', 981.3 FEET TO A POINT ON THE EAST LINE OF SAID NW1/4; THENCE ALONG SAID EST LINE, NW1/4, 359°41', 230.00 FEET TO THE POINT OF BEGINNING, SAID PARCEL CONTAINS 5.2 ACRES MORE OR LESS.

## NEW DESCRIPTION

LOTS 1 - 4 OF PART OF THE NW1/4 OF SECTION 18, T 150 N, R 98 W OF THE 5TH PM, MCKENZIE COUNTY, NORTH DAKOTA.

## SURVEYOR'S CERTIFICATE AND ACKNOWLEDGMENT

I, COLE A. NESET, REGISTERED LAND SURVEYOR, DO HEREBY CERTIFY THAT THE SURVEY PLAT SHOWN HEREON WAS COMPLETED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS THE CORRECT REPRESENTATION OF THE SURVEY SHOWN HEREON; AND THAT THE MONUMENTS ARE PLACED AS SHOWN, AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.

COLE A. NESET,  
REGISTERED LAND SURVEYOR  
ND REG. NO. 7513

STATE OF NORTH DAKOTA )  
COUNTY OF CASS )

ON THIS DAY OF 2018, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED COLE A. NESET, REGISTERED LAND SURVEYOR, TO ME KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT HE EXECUTED SAME AS HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, ND  
RESIDING AT:  
MY COMMISSION EXPIRES:

## OWNER(S) CERTIFICATE

I, LT DEVELOPMENT GROUP, LLC, THE UNDERSIGNED, BEING SOLE OWNER AND MORTGAGE HOLDER OF THE LAND PLATTED HEREIN, DO HEREBY CONSENT TO THE EXECUTION OF THIS PLAT AND AGREE TO NOT VACATE ANY PORTION OF THIS PLAT WITHOUT THE CONSENT OF THE CITY OF WATFORD CITY. I, HEREBY DEDICATE EASEMENTS TO RUN WITH THE LAND FOR WATER, SEWER, GAS, ELECTRIC, TELEPHONE, OR OTHER PUBLIC UTILITY LINES OR SERVICES UNDER, ON, OR OVER THE LAND DEDICATED HEREON AS "UTILITY EASEMENTS" WHETHER SHOWN OR EXISTING.

DATED THIS DAY OF 2018

LUKE TAYLOR, SIGNATURE  
PRINTED NAME: LUKE TAYLOR

STATE OF COUNTY OF

ON THIS DAY OF 2018, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF, PERSONALLY APPEARED, KNOWN TO ME TO BE THE PERSON(S) WHO EXECUTED THE CERTIFICATE IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THE CERTIFICATE FIRST WRITTEN ABOVE.

NOTARY PUBLIC FOR THE STATE OF  
RESIDING AT  
MY COMMISSION EXPIRES

THIS PLAT IN THE CITY OF WATFORD CITY IS HEREBY APPROVED THIS DAY OF 2018, IN ACCORDANCE WITH THE LAWS OF THE STATE OF NORTH DAKOTA, ORDINANCES OF THE CITY OF WATFORD CITY, NORTH DAKOTA, AND REGULATIONS OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF WATFORD CITY, NORTH DAKOTA.

GLEN BEARD, CHAIRMAN

DATE

STATE OF NORTH DAKOTA  
COUNTY OF MCKENZIE

ON THIS DAY OF 2018, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR SAID COUNTY AND STATE, PERSONALLY APPEARED GLEN BEARD, CHAIRMAN OF THE WATFORD CITY PLANNING AND ZONING COMMISSION, KNOWN TO ME TO BE THE PERSON WHO EXECUTED THE CERTIFICATE IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THE CERTIFICATE FIRST WRITTEN ABOVE.

NOTARY PUBLIC FOR THE STATE OF NORTH DAKOTA  
RESIDING AT:  
MY COMMISSION EXPIRES:

## WATFORD CITY APPROVAL

THE CITY OF WATFORD CITY, NORTH DAKOTA HAS APPROVED THE ATTACHED PLAT AS SHOWN HEREIN, AND LYING WITHIN THE JURISDICTION OF THE CITY OF WATFORD CITY, HAS APPROVED THE STREETS, ALLEYS AND OTHER PUBLIC WAYS AND GROUNDS OF THE ATTACHED PLAT, SHOWN HERE AS AN AMENDMENT TO THE COMPREHENSIVE STREET AND HIGHWAY PLAN AND OTHER APPROPRIATE PORTIONS OF THE COMPREHENSIVE PLAN OF THE CITY OF WATFORD CITY, NORTH DAKOTA. ALL STREETS, ALLEYS, AND OTHER PUBLIC WAYS AND GROUNDS OF THE ATTACHED PLAT ARE DEDICATED, BUT NOT ACCEPTED AT THIS TIME WITH THE OFFER TO REMAIN OPEN

JUSTIN VOLL, MAYOR

DATE

PENI PETERSON, CITY AUDITOR

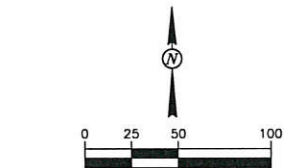
DATE

STATE OF NORTH DAKOTA  
COUNTY OF MCKENZIE

ON THIS DAY OF 2018, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC FOR THE STATE OF, PERSONALLY APPEARED, JUSTIN VOLL, MAYOR AND PENI PETERSON, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS WHO EXECUTED THE CERTIFICATE IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL THE DAY AND YEAR IN THE CERTIFICATE FIRST WRITTEN ABOVE.

NOTARY PUBLIC  
RESIDING AT:  
MY COMMISSION EXPIRES:

NOTE:  
THE AREA SHOWN ON THE MAP IS WITHIN FLOOD ZONES AS DESIGNATED ON FLOOD INSURANCE RATE MAP NUMBER: 38053C0909D, EFFECTIVE SEPTEMBER 2, 2015.



LEGEND	
○	MONUMENT FOUND
●	POINT OF BEGINNING
P.O.B.	UTILITY EASEMENT
U.E.	23rd AVE. S. RIGHT OF WAY
R/W	PARCEL BOUNDARY LINE
---	EXISTING PROPERTY LINE
---	SECTION LINE
---	EXISTING EASEMENT LINE

## AUDITOR'S CERTIFICATE OF TAXES

TAXES, DELINQUENT TAXES, DELINQUENT SPECIAL ASSESSMENT OR INSTALLMENT OF SPECIAL ASSESSMENT OR TAX ESTIMATES FOR THE PROPERTY DESCRIBED ON THE ATTACHED INSTRUMENT ARE UNPAID IN THE AMOUNT OF \$ PLUS PENALTY AND INTEREST. CERTIFIED THIS DAY OF 2018.

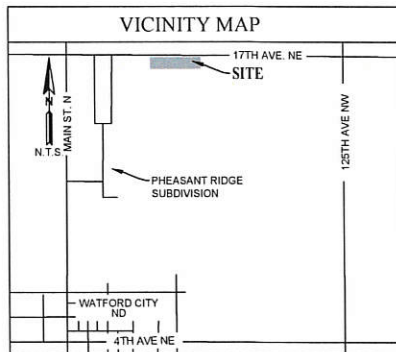
ERICA JOHNSRUD, MCKENZIE COUNTY AUDITOR

## CERTIFICATE OF MCKENZIE COUNTY RECORDER

I HEREBY CERTIFY THAT THE ABOVE INSTRUMENT WAS FILED IN THE OFFICE OF THE MCKENZIE COUNTY RECORDER IN THE STATE OF NORTH DAKOTA AT O'CLOCK M ON THE DAY OF A.D. 2018, AND WAS RECORDED AS DOCUMENT NUMBER

ANN JOHNSRUD, MCKENZIE COUNTY RECORDER

DEPUTY, MCKENZIE COUNTY RECORDER



Neset  
LAND SURVEYS



Return to:

LUKE TAYLOR  
PO BOX 1288

WATFORD CITY ND 58854

COUNTY RECORDER, MCKENZIE COUNTY, ND

County Recorder  
McKenzie County  
Watford City ND 58854  
Page 1 of 3

505721

I certify that this instrument was filed and recorded, 505721

Ann M Johnsrud, County Recorder Fee \$30.00

By Ann M Johnsrud Jan 26, 2018 09:22 AM

Document Prepared By:

Johnson & Sundeen  
P.O. Box 1260  
Watford City, ND 58854

701-444-2211

### RIGHT OF WAY EASEMENT

THIS INDENTURE, Made this 26<sup>th</sup> day of January, 2018, between **Auto Property Solutions, LLC**, a Missouri limited liability company, whose post office address is PO Box 2603, Watford City, North Dakota 58854, hereinafter referred to as grantor (whether one or more), and **LT Development Group**, a North Dakota limited liability company, whose post office address is PO Box 1288, Watford City, North Dakota 58854, and **Paul Warren Craddick and Jenifer Marie Craddick**, whose post office address is 507 17th Ave. NE, Watford City, North Dakota 58854, hereinafter referred to as grantee (whether one or more).

For and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, grantor does hereby grant to the grantee a right of way easement for ingress and egress to grantee's property, which right of way is upon and across the following real property lying and being in the County of McKenzie, State of North Dakota, and described as follows, to-wit:

**Part of Lot 4 of the Alvarmar Subdivision, Watford City, McKenzie County, North Dakota, being further described as follows:**

**AN INGRESS/EGRESS EASEMENT IN PART OF LOT 4 OF ALVAMAR SUBDIVISION IN SECTION 18, TOWNSHIP 150 NORTH, RANGE 98 WEST OF THE 5TH PRINCIPAL MERIDIAN, WATFORD CITY, MCKENZIE COUNTY, NORTH DAKOTA MORE PARTICULARLY DESCRIBED AS FOLLOWS:**

COMMENCING AT THE NORTHWEST CORNER OF LOT 1 OF ALVAMAR SUBDIVISION, THENCE S89°58'25"E (ASSUMED BEARING) ALONG THE NORTH LINE OF SECTION 18 FOR A DISTANCE OF 496.51 FEET TO THE POINT OF BEGINNING; THENCE S00°01'35"W FOR A DISTANCE OF 84.62 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE TO THE WEST ON A RADIUS OF 300.00 FEET FOR AN ARC LENGTH OF 162.61 FEET; THENCE S31°04'54"W FOR A DISTANCE OF 10.53 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE TO THE EAST ON A RADIUS 300.00 FEET FOR AN ARC LENGTH OF 85.99 FEET; THENCE S89°59'56"W FOR A DISTANCE OF 136.75 FEET; THENCE N00°02'15"E FOR A DISTANCE OF 327.31 FEET TO THE NORTH LINE OF SAID SECTION 18; THENCE N89°58'25"W ALONG SAID SECTION LINE FOR A DISTANCE OF 55.11 FEET TO THE POINT OF BEGINNING. SAID EASEMENT CONTAINS ±0.60 ACRES MORE OR LESS AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF SIGHT AND RECORD.

The foregoing instrument description was obtained from a survey, attached hereto.

The right of way easement granted hereunder shall be appurtenant to the following-described lands and run with the same, to-wit:

I.T. 2142, being further described as follows:

**Township 150 North, Range 98 West of the 5<sup>th</sup> P.M.**

Section 18: That portion of Auditor's Irregular Tract #1249 of the NW¼ more fully described as follows: Commencing at the North ¼ corner of said Section 18, thence West along the North line of said Section 18 on an assumed azimuth of 270°00', 980.0 feet; thence 180°00', 230.0 feet to the true point of beginning; thence 180°00', 225.0 feet; thence 90°00', 982.6 feet to a point on the East line said NW¼, Section 18; thence along the said East line of NW¼, 359°41", 225.0 feet; thence 270°00', 981.3 feet to the point of beginning, McKenzie County North Dakota.

The foregoing description was obtained from a previously-recorded instrument.

--and--

I.T. 2144, being further described as follows:

A parcel of land lying in the NW1/4 of Section 18, T 150 N, R 98 W of the 5<sup>th</sup> PM, McKenzie County, North Dakota, being more particularly described as follows:

Beginning at the North ¼ Section Corner of said Section 18, thence West along the North line of said Section 18 on an assumed azimuth of 270°00', 980.0 feet; thence 180°00', 230.00 feet; thence 90°00', 981.3 feet to a point on the East line of said NW1/4; thence along said East line, NW1/4, 359°41', 230.00 feet to the point of beginning, said parcel contains 5.2 acres more or less.

The foregoing description was obtained from a previously-recorded instrument.

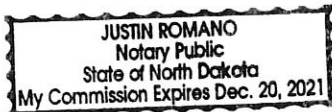
WITNESS, The hand of the grantor:

*Robin D. Greenhagen, Trustee*

**Robin D. Greenhagen**, Trustee of the  
Robin D. Greenhagen Trust Dated  
December 23, 2010, Member of  
Auto Property Solutions, LLC

STATE OF NORTH DAKOTA     )  
  ) ss.  
COUNTY OF MCKENZIE     )

The foregoing instrument was acknowledged before me by Robin D. Greenhagen, Trustee of the Robin D. Greenhagen Trust Dated December 23, 2010, Member of Auto Property Solutions, LLC, this 24<sup>th</sup> day of January, 2018.



*[Signature]*  
\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

I certify that the requirement for a report or statement of full consideration paid does not apply because this deed is for one of the transactions exempted by subdivision I of N.D.C.C. 11-18-02.2(6).

Date: 1/26/2018

Signed: *[Signature]*  
Grantee or Agent

# INGRESS/EGRESS EASEMENT

PART OF LOT 4 OF ALVAMAR SUBDIVISION IN THE NORTHWEST QUARTER OF SECTION 18,  
TOWNSHIP 150 NORTH, RANGE 98 WEST OF THE FIFTH PRINCIPAL MERIDIAN,  
COUNTY OF MCKENZIE, STATE OF NORTH DAKOTA

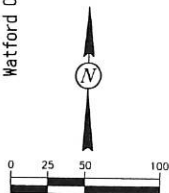
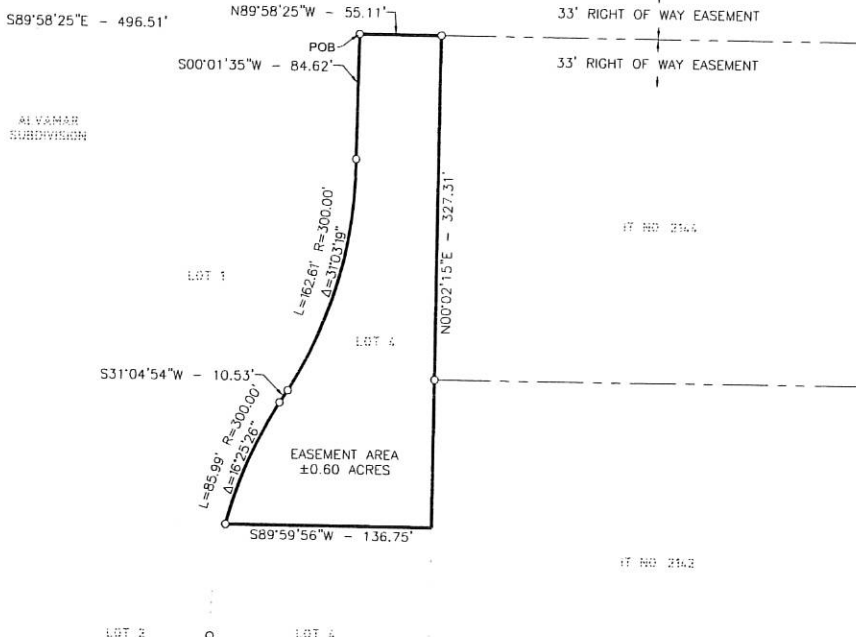
505721

Page 3 of 3

County Recorder

McKenzie County

Watford City ND 58854



## DESCRIPTION

AN INGRESS/EGRESS EASEMENT IN PART OF LOT 4 OF ALVAMAR SUBDIVISION IN SECTION 18, TOWNSHIP 150 NORTH, RANGE 98 WEST OF THE 5TH PRINCIPAL MERIDIAN, WATFORD CITY, MCKENZIE COUNTY, NORTH DAKOTA MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1 OF ALVAMAR SUBDIVISION, THENCE S89°58'25"E (ASSUMED BEARING) ALONG THE NORTH LINE OF SECTION 18 FOR A DISTANCE OF 496.51 FEET TO THE POINT OF BEGINNING; THENCE S00°01'35"W FOR A DISTANCE OF 84.62 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE TO THE WEST ON A RADIUS OF 300.00 FEET FOR AN ARC LENGTH OF 162.61 FEET; THENCE S31°04'54"W FOR A DISTANCE OF 10.53 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE TO THE EAST ON A RADIUS 300.00 FEET FOR AN ARC LENGTH OF 85.99 FEET; THENCE S89°59'56"W FOR A DISTANCE OF 136.75 FEET; THENCE N00°02'15"E FOR A DISTANCE OF 327.31 FEET TO THE NORTH LINE OF SAID SECTION 18; THENCE N89°58'25"W ALONG SAID SECTION LINE FOR A DISTANCE OF 55.11 FEET TO THE POINT OF BEGINNING. SAID EASEMENT CONTAINS ±0.60 ACRES MORE OR LESS AND IS SUBJECT TO EASEMENTS AND RIGHTS OF WAY OF SIGHT AND RECORD.

## SURVEYORS CERTIFICATE

I, COLE A. NESET HEREBY CERTIFY THAT THIS SURVEY, PLAN, AND/OR REPORT WAS PREPARED UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NORTH DAKOTA.

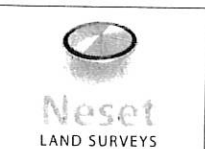
COLE A. NESET  
LS-7513

DATE

1-15-18

## LEGEND

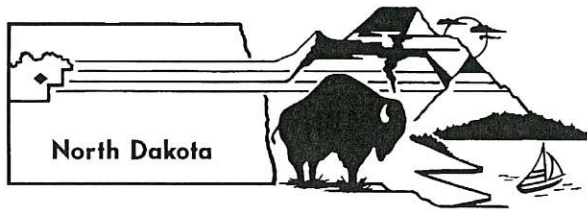
- MONUMENT SET
- MONUMENT FOUND
- EX. EASEMENT
- EX. PROPERTY LINE
- PROPERTY BOUNDARY LINE
- CENTER LINE/SECTION LINE
- TRACT



DRAWN BY: PWB  
CHECKED BY: CAN  
DATE: 01/15/18



Watford City



## City of Watford City

213 2<sup>nd</sup> St., NE / PO Box 494

Watford City, ND 58854

Ph. 701- 444- 2533

Fax 701- 444- 3004

[cityofwatfordcity.com](http://cityofwatfordcity.com)

December 20, 2017

**ORIGINAL**

### STAFF REPORT

#### SLS 07-2017 Simple Lot Split

#### APPLICANT:

Lowry Engineering  
Attn: Andrew Thill  
1111 Westrac Drive  
Suite 108  
Fargo, ND 58103

#### PROPERTY OWNERS:

LT Development Group, LLC.  
P.O. Box 1229  
Watford City, ND 58854

#### PROPERTY LOCATION:

Parcel # 20-00-12540, NW ¼ Section 18, Township 150 North, Range 98 West, 505 17<sup>th</sup> Ave NE, Watford City, McKenzie County, North Dakota.

#### REQUEST:

Application has been submitted for a Simple Lot Split for the consideration of creating four (4) lots from one existing larger parcel. Each newly split lot will be in excess of 1 acre with the intention for future single family homes.

#### ZONING:

AG: Agriculture

#### CURRENT USE:

Single Family Residence

#### REFERENCES:

Watford City City Code Sec. XV – Article XXX, Section 13 Simple Lot Split

## **DISCUSSION:**

This parcel of land currently has just over 5 acres. An existing single family home is located on the western side of the property. The proposed Simple Lot Split will split this existing parcel of land 3 ways therefore creating 4 individual lots. The existing single family home will be located on the newly created Lot 1. Each new lot will be in excess of 1 acre which should meet the health department regulations regarding the minimum space required for private septic systems and drain fields for the future development of the lots.

Access to the newly created lots must be determined before the plat is recorded. If the developer wishes to have access from 17<sup>th</sup> Ave NE, the approach will first need approval from McKenzie County. A proposed plan for a private easement giving access to the new lots from 17<sup>th</sup> Ave NE is included within this packet. The proposed access will be located off 17<sup>th</sup> Ave NE between Lots 3 and 4 and continue along the southern boundary of Lot 3 in order to give access to Lot 2. As a separate issue, the developer will also be responsible to pursue alternative access to Lot 1 for the existing residence. The existing residence on Lot 1 currently shares an access driveway located off 17<sup>th</sup> Ave NE. If 5<sup>th</sup> St NE, located to the west of this lot, is dedicated as a public road, the intersection between the new 5<sup>th</sup> St NE and the existing driveway will be located too closely together. McKenzie County recommends a minimum of 500' be given between intersections and approaches. It is possible for alternative access from 5<sup>th</sup> St NE to be given to Lot 1 by obtaining a private easement and relocating the shared driveway entrance. The current access from 17<sup>th</sup> Ave NE will then be abandoned to comply with McKenzie County's approach regulations.

Article XXX, Section 13 of the Watford City Code of Ordinance states that "*A simple lot split shall be allowed when street improvements, water or sewer line improvements or other public improvements are not required, and no more than four (4) lots are created. Upon approval by the City Council, a simple lot split may be recorded. Notwithstanding the foregoing, all lot design standards and zoning requirements are required to be met.*" Since the plat submitted with this application, if approved, will reach the maximum of four (4) lots, any future divisions of land must follow all Subdivision platting procedures and requirements.

The City of Watford City mailed the property owners whom hold an interest in the property, as well as the adjacent property owners, a notice regarding the Division of Land Application received for Simple Lot Split. At the time of this report, none of the above mentioned noticed property owners have contacted The City regarding this Application.

## **SITE DEVELOPMENT:**

- Access: The current residence has an access driveway from 17<sup>th</sup> Ave NE.
- Sewer: City Sanitary Sewer Services are not currently located within this area. A private septic system is currently being used by the existing residence. Future lots will also require private septic systems once developed.
- Water: City Water Services are not currently located within this area. A private well is used by the existing residence. Future development of the split lots will also require a private well for water.

## **SURROUNDING LAND USE:**

- North: Zoning – AG: Agriculture  
Use - Other than an oil well pad, the majority of the land is undeveloped.
- East: Zoning – AG: Agriculture  
Use - Undeveloped

South: Zoning – AG: Agriculture  
Use - Single Family Home

West: Zoning – C1: General Commercial  
Use - Commercial Trucking Business

### **RECOMMENDATION:**

It is the recommendation of the City Planning Department Staff to Approve the Division of Land Application for Simple Lot Split:

Approval will be contingent upon the following items:

1. The developer must first contact McKenzie County to file an approach permit application for access off 17<sup>th</sup> Ave NE. The proposed access to 17<sup>th</sup> Ave NE between Lot 3 and Lot 4 must be approved by the County.
2. Prior to recordation of the plat, if access from 17<sup>th</sup> Ave NE between Lot 3 and Lot 4 is approved by McKenzie County, the private access easements must be shown on the plat. The platted easements will begin with an approach off 17<sup>th</sup> Ave NE located between Lots 3 and 4 (north –south) and then run towards the west along the southern-most boundary of Lot 3 in order to give access to Lot 2.
3. When 5<sup>th</sup> St NE is dedicated as a public road, the existing driveway approach off 17<sup>th</sup> Ave NE must be abandoned. This driveway is the existing approached currently shared as a driveway for the existing residence located on Lot 1 and the residence of the property owner located to the south of Lot 1. A private access easement for a new driveway approach must be obtained off of 5<sup>th</sup> St NE. The proposed easement will be located to the west of the existing driveway must be obtained in order for these two existing residences to continue to have future shared access. Future access to Lot 1 and the existing residence located to the south will only be allowed from the newly dedicated 5<sup>th</sup> St NE.
4. Prior to any future development of this property, a Floodplain Permit Application must first be submitted to the City Engineer/ Floodplain Administrator.
5. Prior to any future development of this property, generalized building plans and permit applications must be submitted to The City for further review and approval.
6. The Plat name must be amended according to the recommendations of the County Recorder.
7. With the recordation of this plat, under Simple Lot Split regulations, the maximum creation of four (4) lots will have been reached. Therefore, any future divisions of land of this parcel will be subject to Subdivision platting procedures and requirements in accordance with Watford City Municipal Code of Ordinances, Chapter XV-Zoning Ordinance, Article XXX, and Subdivision Regulations.

### **PLANNING DEPARTMENT STAFF CONTACT:**

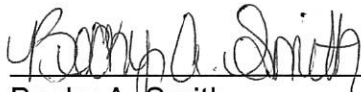
Becky Smith  
[basmith@nd.gov](mailto:basmith@nd.gov)  
(701)444-8402

## NOTICE OF PUBLIC HEARING

**PLEASE TAKE NOTICE** that the Watford City Planning and Zoning Commission will hold a Public Hearing on **Monday January 29, 2018 at 6:00 PM** in the Heritage Room at City Hall to hear comment on Division of Land Application for Simple Lot Split submitted by Lowry Engineering for property owned by LT Development Group, LLC. The property is located PID: 20-00-12540, in part of the NW ¼ of Section 18, Township 150N, Range 98W, 507 17<sup>th</sup> Ave NE, Watford City, McKenzie County, North Dakota. The application is submitted for the purpose of creating four lots from one large parcel. (Lot 1=1.78 acres, Lot 2 = 1.14 acres, Lot 3= 1.13 acres, Lot 4= 1.13 acres)

The Application is available for public viewing and copying at City Hall in the Planning Department Monday-Friday 8:00AM-5:00PM.

Dated this 12<sup>th</sup> day of January 2018



Becky A. Smith  
Assistant Planner

Run: 2 times

Published: McKenzie County Farmer 01/17/2018 and 01/24/2018

Mailed to:

LT Development Group LLC  
P.O Box 1229  
Watford City 58854

John Lawlar  
3791 129<sup>th</sup> Ave NW  
Watford City, 58854

Rick holm  
1002 Main St. N  
Watford City 58854

Teredo Holdings, LLC.  
2405 E Deerpoint Court  
Eagle, ID 83616

Paul & Jenifer Craddick  
507 17<sup>th</sup> Ave NE  
Watford City, ND 58854

Auto Property Solutions, LLC.  
P.O. Box 2603  
Watford City, ND 58854

# Minutes

*December 26, 2017*

**PLANNING & ZONING COMMISSION**  
**MEETING MINUTES**  
**December 26, 2017**

The regularly scheduled monthly meeting of the Watford City Planning & Zoning Commission was held on Monday December 26, 2017 at 6:00 p.m. in the Heritage Room at City Hall. In attendance: Chairman Glen Beard, Commission Members: Rick Holm, Jesse Lawrence and Gregg Schuetze. Commission Member Jason Taylor was in attendance by phone. Also present: Assistant Planners Becky Smith and LaRissa Bertram, Building Official/Code Enforcement Steven Williams, and City Attorney Wyatt Voll. Absent: William (Billy) Carlson, Thomas Dwyer.

With the above mentioned present, the Public Hearing was called to order at 5:59 P.M. by Chairman Glen Beard.

Under consideration were the following:

1. Public Hearing to hear comment on Division of Land Application for Simple Lot Split submitted by Lowry Engineering for property owned by LT Development Group, LLC located 505 17th Ave NE.

*Commission member Rick Holm raised concern about accessing his property located to the east. Rick had concern that if the County approved the new access, he would not be able to use it to access his property. The access, if approved would be for private access driveway only to the residents of Lots 2-4. Rick felt that the access to the property as well as the dedication of 5<sup>th</sup> St NE needed to be in place before approving the lot split.*

**MOTION by J. Lawrence, SECOND by J. Taylor to recommend POSTPONING to City Council of the Division of Land Application for Simple Lot Split.**

**Roll Call Vote:**

**Ayes: G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor**

**Nays: None.**

**MOTION Carried.**

2. Public Hearing to hear comment on Land Use Application for Conditional Use Permit submitted by Knife River-North Central for property owned by Warren Hovland, One Way Service Inc. located 401 14<sup>th</sup> St SW. Conditional Use Permit for crushing asphalt and concrete.

*Chairman Glen Beard & Rick Holm raised concerns of dust which might be produced during crushing. They referenced other crushing projects around town and questioned City Building Official/Code Enforcement, Steven Williams about complaints. Steve said none had been received and Assistant Planner, Becky Smith, mentioned that the Staff Report states that as a condition of approval, all City Ordinances and regulations will need to be followed and any violations could result in the CUP to be revoked. Becky also mentioned that Knife River expects the crushing to only take place over a two week time period this winter. The CUP will be for a term of 1 year so that it can be renewed but the actual crushing will be limited to winter months only.*

**MOTION by R. Holm, SECOND by G. Schuetze to recommend APPROVAL to City Council of the Land Use Application for Conditional Use Permit for crushing asphalt and concrete. Approval is contingent upon the following recommendations as stated within Planning Department Staff Report:**

- a. The Conditional Use Permit shall be for a term of one (1) year. The Permit will be reviewed again in December 2018 and may be subject to additional requirements.

- b. The Conditional Use Permit shall be only be active for a specified time period. Crushing operations may only occur during the winter months consisting of January through March 31, 2018. Additionally, all related equipment must be removed from the property or properly stored for inactivity.
- c. All City Ordinances and regulations must be followed especially, but not limited to, the following: fugitive dust, material track-out, and noise disturbances. The specified fines set within the Ordinances will be imposed for any and all occurrences of any such violations. Violations may also lead to revocation of this Conditional Use Permit.

**Roll Call Vote:**

**Ayes:** G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor

**Nays:** None.

**MOTION Carried.**

**3. APPLICATION PULLED.**

- 4. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by Knife River for property owned by Warren Hovland, One Way Service, Inc. located 401 14th St SW. Conditional Use Permit renewal for Asphalt Batch Plant.

**MOTION by R. Holm, SECOND by J. Lawrence to recommend APPROVAL to City Council for the renewal of Land Use Application for Conditional Use Permit for an asphalt batch plant. Approval is contingent upon the following conditions as set forth within the Planning Department Staff Report:**

- a. The Conditional Use Permit shall be valid for a term of one (1) year. The Permit will be reviewed again in December 2018 and may be subject to additional requirements.
- b. All City Ordinances and regulations must be followed especially relating to, but not limited to, the following: fugitive dust, material track-out, and noise disturbances. Violations may result in the implementation of fines as specified with City Ordinances. Violations may also jeopardize this Conditional Use Permit in which The City holds the right to revoke, even upon the first offense of violation.

**Roll Call Vote:**

**Ayes:** G. Beard, J. Lawrence, G. Schuetze, J. Taylor.

**Nays:** None.

**MOTION Carried.**

- 5. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by Knife River for property owned by Warren Hovland, One Way Service, Inc. located 401 14<sup>th</sup> St SW. Conditional Use Permit renewal for Concrete Batch Plant.

*Chairman Glen Beard questioned whether the City would check compliance with new OSHA rules for "no dust during grinding, bashing, drilling, etc." Questioned if the new rules have been enacted yet. Rick Holm questioned dust control and if the City had received any complaints. City Building Official/Code Enforcement Steven William said that the City had no complaints within the previous year.*

**MOTION by G. Schuetze, SECOND by J. Lawrence to recommend APPROVAL to City Council for the renewal of Land Use Application for Conditional Use Permit for a**

**concrete batch plant. Approval is contingent upon the following conditions as set forth within the Planning Department Staff Report:**

- a. The Conditional Use Permit shall be valid for a term of one (1) year. The Permit will be reviewed again in December 2018 and may be subject to additional requirements.
- b. All City Ordinances and regulations must be followed especially relating to, but not limited to, the following: fugitive dust, material track-out, and noise disturbances. Violations may result in the implementation of fines as specified with City Ordinances. Violations may also jeopardize this Conditional Use Permit in which The City holds the right to revoke, even upon the first offense of violation.

**Roll Call Vote:**

**Ayes: G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor**

**Nays: None.**

**MOTION Carried.**

6. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by Craig & Julie Nelson and Justin Hoff for property located 20-00-07700, Section 10 Township 150 N Range 98 W.

*Assistant Planner Becky Smith explained that the property owners have not done anything with the property and they have no plans to bond or construct 23<sup>rd</sup> Ave NE which was one of the conditions set for their CUP approval last year. Since the owners plan to not start/continue topsoil mining, staff would like to officially terminate the CUP. Adjacent property owners, Larry and Carla Sorenson were in attendance. Sorenson's expressed their concerns about the property not being maintained or reclaimed back to its original state in the areas where Nelsons had started stripping the topsoil last year. Sorenson questioned violations of City Ordinances. Building Official/Code Enforcement, Steven Williams, said he will go visit the site and look for any violations that may need to be addressed in the spring.*

**MOTION by G. Schuetze, SECOND by J. Lawrence to recommend TERMINATION to City Council of the Land Use Application for Conditional Use Permit for mining topsoil.**

**Roll Call Vote:**

**Ayes: G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor**

**Nays: None.**

**MOTION Carried.**

7. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by AWS3, LLC for property located NW ¼ Section 22 Township 150 N, Range 98W, owned by The Crossings at Watford City, LLC., Jarvis & Kadie Sorenson, and Arlon Franz.

*Commission Member Jason Taylor questioned approving the CUP for a longer time period such as five (5) years. City Attorney, Wyatt Voll, explained that it could be possible to extend the term but if there were to be any additional requirements or changes within the next year or 5, we would have to wait that time period before being able to review this CUP again and add any of the additional requirements.*

**MOTION by J. Lawrence, SECOND by J. Taylor to recommend APPROVAL to City Council for the renewal of Land Use Application for Conditional Use Permit for a transmission facilities. Approval is contingent upon the following conditions as set forth within the Planning Department Staff Report:**

- a. The Conditional Use Permit shall be valid for a term of one (1) year. The Permit will be reviewed again in December 2018 and may be subject to additional requirements.

**Roll Call Vote:**

**Ayes:** G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor

**Nays:** None.

**MOTION Carried.**

8. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by Doug Kesler, Ms. Kitty RV Park for property located 1402 Main St. S.

*Commission Member Jesse Lawrence questioned approving this CUP for an RV Park since he felt that the City had been working to clean up other RV Park areas. Adjacent property owner, Lonnie Feilmeier, was in attendance. Lonnie explained that in the past there have been dogs running on his property- he does not own dogs. Lonnie also said he has had problems in the past when the property had 12-15 RVs and had trespassers in his fields shooting off fireworks, etc. Lonnie believes this RV Park should be denied renewal. Assistant Planner Becky Smith explained that the City had not received any complaints within the past year. The Health Department conducted a site inspection back in April and only had minor violations noted. The inspection also noted only 1 RV on the property at the time. The property is licensed for 9 RVs but currently only has 1 RV which is not currently being occupied.*

**MOTION by R. Holm, SECOND by J. Lawrence to recommend DENIAL to City Council for the renewal of Land Use Application for Conditional Use Permit for an RV Park in C-1 General Commercial.**

**Roll Call Vote:**

**Ayes:** G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor

**Nays:** None.

**MOTION Carried.**

9. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by JMAC Resources on property owned by Hunters Run, LLC. located NE ¼ Section 16, Township 150N, Range 98W, Lot 135 Hunters Run 4<sup>th</sup> Addition, 17<sup>th</sup> Ave NE. Conditional Use Permit for concrete batch plant.

*Assistant Planner, Becky Smith, explained that JMAC had been removing equipment from the property and plans to no longer operate a batch plant. For this reason, staff recommends terminating the CUP.*

**MOTION by G. Schuetze, SECOND by J. Lawrence to recommend TERMINATION to City Council for Land Use Application for Conditional Use Permit for Concrete Batch Plant.**

**Roll Call Vote:**

**Ayes:** G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor

**Nays:** None.

**MOTION Carried.**

10. Public Hearing to hear comment on Land Use Application for Conditional Use Permit ANNUAL REVIEW for application originally submitted by Don Moberg for property located 101 4<sup>th</sup> Ave SE. Conditional Use Permit for home occupation.

*Assistant Planner, Becky Smith explained that this CUP was given renewal last year contingent upon the property owner submitting for a Zone Change. The Zone Change was submitted and approved to be changed to Commercial back in February 2017. Since the current use of the property is a permitted use of its zoning, a Conditional Use Permit is no longer necessary and can be terminated.*

**MOTION by J. Taylor, SECOND by J. Lawrence to recommend TERMINATION to City Council for Land Use Application for Conditional Use Permit for home occupation.**

**Roll Call Vote:**

**Ayes:** G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor

Nays: None.  
MOTION Carried.

**CLOSE PUBLIC HEARING: 6:42 PM**

**CALL TO ORDER REGULAR MEETING: 6:42 PM**

**MINUTES: November 27, 2017**

*Minutes were reviewed as presented. No additional comments.*

**MOTION by J. Lawrence, SECOND by G. Schuetze to APPROVE the Minutes as presented.**

**Roll Call Vote:**

**Ayes: G. Beard, R. Holm, J. Lawrence, G. Schuetze, J. Taylor**

**Nays: None.**

**Nays: None.**

**MOTION Carried.**

**REVIEW PERMITS:**

*Reviewed Permit Records as presented. No additional comments.*

**MISCELLANEOUS BUSINESS:**

1. *Chairman Glen Beard raised concern about an upcoming application to vacate an alley in Veeder Estates. The application will be seen at City Council next week. Glen explained that it was originally platted as a 66' street and not an alley. He is also concerned about access for Emergency Vehicles since the premise has typically been access within 500'.*

**ADJOURNMENT: 6:47 PM**

**MOTION by R. Holm, SECOND by J. Lawrence.**

The next regularly scheduled Planning & Zoning Commission Meeting  
will be held on Monday January 29, 2018 at 6:00 p.m.

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Glen Beard  
Planning & Zoning Commission Chairman

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Becky Smith  
Assistant City Planner

---

LaRissa Bertram  
Assistant City Planner

# Permits

*December 2017-January 2018*

# 2016 - 2017 REVIEW

December  
12/31/2017

2016	
Month	# of Permits Issued
January	38
February	17
March	31
April	33
May	37
June	43
July	13
August	19
September	34
October	33
November	7
December	4

2016	
Month	Value
January	\$ 2,043,696.31
February	\$ 24,216.18
March	\$ 393,345.30
April	\$ 1,294,386.40
May	\$ 96,183,199.57
June	\$ 485,682.59
July	\$ 304,776.56
August	\$ 4,272,617.00
September	\$ 1,477,103.50
October	\$ 30,092,193.91
November	\$ 2,575,579.84
December	\$ 9,868,074.02

<b>2016 TOTAL</b>	<b>309</b>
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<b>2016 TOTAL</b>	<b>\$ 149,014,871.18</b>
-------------------	--------------------------

2017	
Month	# of Permits Issued
January	9
February	5
March	20
April	19
May	34
June	46
July	17
August	36
September	21
October	34
November	19
December	9

2017	
Month	Value
January	\$ 25,400.00
February	\$ 25,000.00
March	\$ 128,770.00
April	\$ 331,740.91
May	\$ 2,441,145.00
June	\$ 3,746,176.06
July	\$ 95,552.00
August	\$ 2,879,158.50
September	\$ 94,825.25
October	\$ 12,181,098.00
November	\$ 185,320.00
December	\$ 2,704,572.54

<b>2017 YTD</b>	<b>269</b>
-----------------	------------

<b>2017 YTD</b>	<b>\$ 24,838,758.26</b>
-----------------	-------------------------

2016 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	11	11	\$ 3,496,262.76
Duplex	0	0	\$ -
Apartment 3-4 Units	74		added below
Apartment 5+ Units	3	1	\$ 9,695,074.02

<b>2016 TOTAL</b>	<b>88</b>	<b>12</b>	<b>\$ 13,191,336.78</b>
	Units	Buildings	Value

2017 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	0	0	\$ -
Duplex	0	0	\$ -
Apartment 3-4 Units	0	0	\$ -
Apartment 5+ Units	103	3	\$ 10,800,000.00

<b>2017 YTD</b>	<b>103</b>	<b>3</b>	<b>\$ 10,800,000.00</b>
	Units	Buildings	Value

<b>DECEMBER</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>
	Units	Buildings	Value

YTD: Year To Date

**2017-2018  
PERMIT REVIEW**

January  
1/26/2018

2017	
Month	# of Permits Issued
January	9
February	5
March	20
April	19
May	34
June	46
July	17
August	36
September	21
October	34
November	19
December	9

2017	
Month	Value
January	\$ 25,400.00
February	\$ 25,000.00
March	\$ 128,770.00
April	\$ 331,740.91
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August	\$ 2,879,158.50
September	\$ 94,825.25
October	\$ 12,181,098.00
November	\$ 185,320.00
December	\$ 2,704,572.54

2017	269
JAN YTD	9

2017	\$ 24,838,758.26
JAN YTD	\$ 25,400.00

2018	
Month	# of Permits Issued
January	8
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

2018	
Month	Value
January	\$ 64,163.78
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

2018 YTD	8
----------	---

2018 YTD	\$ 64,163.78
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2017 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	0	0	\$ -
Duplex	0	0	\$ -
Apartment 3-4 Units	0	0	\$ -
Apartment 5+ Units	103	3	\$ 10,800,000.00

2017 TOTAL	103	3	\$ 10,800,000.00
Units		Buildings	Value

DECEMBER	0	0	\$ -
Units		Buildings	Value

2018 Residential Permits			
Type	# of Units	# of Buildings	Value
Single Family Home	0	0	\$ -
Duplex	0	0	\$ -
Apartment 3-4 Units	0	0	\$ -
Apartment 5+ Units	0	0	\$ -

2018 YTD	0	0	\$ -
Units		Buildings	Value

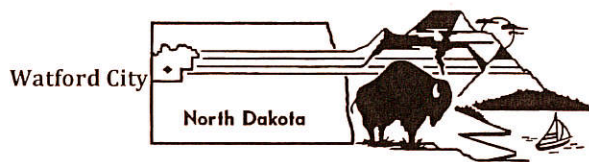
JANUARY	0	0	\$ -
Units		Buildings	Value

YTD: Year To Date

2018  
Permit Records

January  
1/26/2018

Permit #	Type	Month	Issue Date	Property Owner	Contractor	Project Address	Lot / Block	Parcel # / Subdivision	Description of Work	Value	Permit Fee	Payment
4023	Building	January	1/3/2018	Hal Swearson	RTP Operations Inc	124 2nd St SW			Interior remodel: sheetrock upstairs & downstairs bedroom, kitchen cabinets, flooring, replace egress window, and paint exterior	\$ 15,000.00	\$ 247.00	Check #1376
3901	RENEWAL	January	1/5/2018	Jeff & Brenda Berquist	Self	205 3rd St NW			Repair roof, gutters, & siding on west side of garage & house due to weather damage (Weather Damage Permit)	\$ -	\$ -	Renewal fee waived per Steve W
4024	Building	January	1/8/2018	CJ Anderson	K&M Cabinetry	401 2nd St NW			Kitchen remodel- install new cabinetry	\$ 14,000.00	\$ 233.00	Check #12120
4025	Building	January	1/8/2018	Larry Lundeen	Self	325 3rd St NE			Kitchen Remodel, install new interior doors & baseboards	\$ 25,000.00	\$ 387.00	Check #750
3908	RENEW	January	1/10/2018	Steven & Valerie Williams	Self	309 4th Ave NE			Home Addition (added additional value for work on 2nd floor)	\$ 4,300.00	\$ 80.40	Check #1702
4026	Sign	January	1/10/2018	Lund Oil Inc	Rose City Sign	3408 4th Ave NE		Hunters Run	Install signage on canopy	\$ -	\$ 100.00	Check #13009
4027	Sign	January	1/24/2018	SUSO 3 Watford LP /Stella Nails & Spa	Cascade/Renovare	113 6th Ave SE Ste 5600			Install signage to exterior of building for nail salon	\$ -	\$ 100.00	Card
4028	Building	January	1/25/2018	Wolf Creek Development, LLC	Tomate Mexican Grill, Corp.	701 Main St. N			Tenant interior improvements	\$ 5,863.78	\$ 119.09	Card



## City of Watford City

213 2<sup>nd</sup> St. NE  
 Po Box 494  
 Watford City, ND 58854  
 Ph. 701-444-2533  
 Fax 701-444-3004  
[www.cityofwatfordcity.com](http://www.cityofwatfordcity.com)

# 2018

## MEETING DATES AND DEADLINES

The regularly scheduled Planning and Zoning Commission Meetings are held on the LAST MONDAY of each month at 6:00 PM at City Hall in the Heritage Room. The regularly scheduled City Council Meetings are held the FIRST MONDAY of each month at 6:00 PM at City Hall in the Heritage Room.

The Planning and Zoning submittal deadline dates allow Planning Staff time to process applications prior to submitting Public Hearing Advertisements (Legal Notices) to the *McKenzie County Farmer* newspaper the following day by noon. The Public Hearing items will appear in the Legal section of the *McKenzie County Farmer* on the following 2 Wednesdays. These deadline dates are subject to change as the newspaper may require the notices to be submitted earlier due to holidays.

\* All of the following dates may be subject to change due to holidays or other circumstances:

PLANNING & ZONING SUBMITTAL DEADLINE	PLANNING & ZONING COMMISSION MEETING	CITY COUNCIL MEETING
Wednesday December 6, 2017	Tuesday December 26, 2017*	Tuesday January 2, 2018*
Wednesday January 10, 2018	Monday January 29, 2018	Monday February 5, 2018
Wednesday February 7, 2018	Monday February 26, 2018	Monday March 5, 2018
Wednesday March 7, 2018	Monday March 26, 2018	Monday April 2, 2018
Wednesday April 11, 2018	Monday April 30, 2018	Monday May 7, 2018
Wednesday May 9, 2018	Tuesday May 29, 2017*	Monday June 4, 2018
Wednesday June 6, 2018	Monday June 25, 2018	Monday July 2, 2018
Wednesday July 11, 2018	Monday July 30, 2018	Monday August 6, 2018
Wednesday August 8, 2018	Monday August 27, 2018	Tuesday September 4, 2018*
Wednesday September 5, 2018	Monday September 24, 2018	Monday October 1, 2018
Wednesday October 10, 2018	Monday October, 29 2018	Monday November 5, 2018
Wednesday November 7, 2018	Monday November 26, 2018	Monday December 3, 2018
Wednesday December 12, 2018	Monday December 31, 2018	Monday January 7, 2019

\*Possible changes due to Holidays