

Kindred Planning & Zoning Commission Special Meeting Minutes

Monday, October 5th, 2020 ~ 6:30pm ~ Kindred City Hall

1. Call to Order at 6:31pm

Members present: Kersting, Thompson, Mauch, and Erickson. Absent: Lammers.

Others present: Auditor Arnaud, Building Administrator Michael Blevins, Penny Schulz and Robert Lafayette.

2. Public Hearing for Moving Building Permit Application – Mobile Home Park: 151 Spruce St, Lot #10

Motion to open the public hearing by Mauch, second by Thompson; RCV – MP

Review of City Ordinance 5-03 on Moving Buildings and following documents provided:

- a. Application for Moving Permit
- b. Hagen's Mobile Home Service Documents
 - i. Cass County Over Dimensional Permit
 - ii. Liability Insurance Coverage
 - iii. Bonded Document
- c. Certified Inspections Report
- d. Photos
- e. Site Plan
- f. Foundation Plan
- g. Building Administrator Statement/Building Permits 2020-0034 & 2020-0035
- h. Written consent from Mobile Home Park property owner

Penny Schulz and Robert Lafayette have applied to move a 1995 mobile home from West Fargo to an empty lot in Kindred's mobile home park at 151 Spruce St. (Lot #10). A ND Certified Mobile Home Inspector Jesse Fabre provided a report that the structure is in great condition for its age and is deemed roadworthy. Terry Hagen's Mobile Home Service will be the mover. He has supplied his insurance and bond documents as well as a Cass County Seasonal Over Dimensional Permit good through 12-31-2020. A letter of approval from the mobile home park property owner was also received. Estimated move with approval is noted to occur between October 19-25, 2020.

Building Administrator Mike Blevins reviewed all documents and prepared building permit documents that are required if the Moving Permit is approved. Along with the mobile home, Schulz/Lafayette will be bringing a 12'x12' deck and two storage sheds, size 8'x8 and 10'x12'. Discussion on whether two sheds would be allowed under ordinance: a few other lots in the MHPark have two sheds and one is under the 120 sq ft permit-requirement. Board agreed the two sheds would not be an issue.

Mike Blevins also noted that the city building code has no regulations on mobile home installations, instead they are regulated by state law that requires a state certified mobile home inspector to complete the pre- and post-inspections of the installation. Hagen's Mobile Home Services and Jesse Fabre are both listed as certified on the ND Department of Commerce website for mobile home movers/inspectors. Schulz/Lafayette will need to have Jesse Fabre complete the post-inspection after installation and Mike Blevins will complete the building inspections on the deck, sheds, and gas line.

Mike Blevins and Auditor Arnaud thanked Penny and Robert for going through the ordinance process to get a moving building permit. They were ready for this move in August and then discovered the permit was needed. P&Z recommendation on the moving building permit application will be provided to City Council at the 10/7/2020 meeting, where a final decision will be made. P&Z discussed that the ordinance may be a bit too cumbersome and suggested reviewing the ordinance to reduce the process to acquire a moving permit.

No other comments or concerns were noted from those present or provided to City Hall prior to this hearing.

Motion to close the public hearing by Thompson, second by Erickson; RCV – MP

Motion to recommend approval of Moving Building Permit Application for 151 Spruce St Lot 10 by Mauch, second by Erickson; RCV – MP

3. Adjournment

Motion to adjourn at 6:45pm by Thompson, second by Mauch; RCV – MP

P&Z Board Member

Tabitha Arnaud, City Auditor

Date approved