

**Cass County Planning Commission Meeting  
Thursday, March 23, 2017 at 7:00 a.m.  
Cass County Highway Department Vector Conference Room  
1201 West Main Avenue in West Fargo  
Agenda**

Business Items:

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Approve Meeting Minutes of February 23, 2017
5. New Business

A. Public Hearing Items:

Glasow's First Subdivision, Section 16 Leonard Township

6. Old Business
7. Adjournment

**CASS COUNTY PLANNING COMMISSION  
FEBRUARY 23, 2017**

**1. MEETING TO ORDER**

A meeting of the Cass County Planning Commission was called to order on February 23, 2017, at 7:00 AM in the Vector Control Conference Room with members present as follows: Todd Ellig, Kevin Fisher, David Gust, Ken Lougheed, Keith Monson, and Mark Wentz. Tim Mahoney and Arland Rasmussen were absent. Also present were County Planner Hali Durand, Horace Mayor Kory Peterson, Horace Zoning Administrator Perry Ronning, and Horace City Councilman Bryan Schmidt.

**2. MINUTES, APPROVED**

*MOTION, passed*

**Mr. Gust moved and Mr. Wentz seconded to approve the minutes of the December 8, 2016, meeting as presented. Motion carried.**

**3. COMMITTEE APPOINTMENTS**

Ms. Durand said Mr. Monson has been reappointed to the Cass County Planning Commission for a four-year term.

Ms. Durand said a representative of the Cass County Planning Commission must be appointed to the Cass County Road Advisory Committee. Mr. Monson was the previous appointee and is willing to serve again.

Mr. Lougheed asked if there are any objections to Mr. Monson's reappointment to the Cass County Road Advisory Committee; hearing none, Mr. Lougheed confirmed the appointment.

**4. HORACE GROWTH AND TRAFFIC FLOWS**

Three representatives from the City of Horace were present to discuss current and impending traffic challenges for the City of Horace. Zoning Administrator Perry Ronning, Mayor Kory Peterson, and City Councilman Bryan Schmidt were present.

Mr. Ronning said multiple factors, including a proposed West Fargo school site and rapidly rising commercial and residential growth, are beginning to adversely affect traffic flows in and around the city. Once prohibitive sewage infrastructure concerns are addressed this summer, the issue will be compounded as even more intense growth is expected.

Mr. Benson said some of the road challenges are not able to be addressed until traffic and population counts reach a certain level.

Ms. Durand suggested that city representatives stay in contact with MetroCOG to provide up-to-date and accurate population counts.

Mr. Schmidt said the city would like to stay ahead of the issue as much as possible and appreciates any opportunity to discuss the matter with the appropriate groups and officials.

**5. BARKER’S 2016 SUBDIVISION (Minor Subdivision), Final plat approved**

Mr. Lougheed opened the public hearing.

An application for a Minor Subdivision (plat) was received by the Cass County Planning Office for approval of a tract of land located in part of the Southwest Quarter of Section 33, Township 143 North, Range 50 West of the 5<sup>th</sup> Principal Meridian, Cass County, North Dakota, in Kinyon Township to plat two lots for sale and residential development. The said tract contains 20.00 acres of land, more or less. Lot 1 will be purchased and a home will be moved onto the property. Only one access will be needed for both lots. A 175-foot buffer to the east is allotted for runoff and site drainage. There is no floodplain designation for this property. The existing land is and will remain agricultural.

Ms. Durand recommends approval of the Final Plat as it meets all required regulations, with conditions for approval to include a Deed Restriction of land up to 80 acres and the taxes being paid prior to the subdivision being recorded.

The public hearing was closed.

***MOTION, passed***

**Mr. Ellig moved and Mr. Gust seconded to recommend approval to the Cass County Commission of the Final Plat for Barker’s 2016 Subdivision (Minor Subdivision) as presented. Motion carried.**

**6. DM SUBDIVISION (Minor Subdivision), Final plat approved**

Mr. Lougheed opened the public hearing.

An application for a Minor Subdivision (plat) was received by the Cass County Planning Office for approval of a tract of land, being an unplatted portion of land located in the Southeast Quarter of Section 13, Township 139 North, Range 55 West of the 5<sup>th</sup> Principal Meridian, Cass County, North Dakota, in Hill Township to plat one lot for sale. The said tract contains 7.36 acres of land, more or less. There are wetlands adjacent but not affecting the site. The existing land is and will remain agricultural.

Ms. Durand recommends approval of the Final Plat as it meets all required regulations, with conditions for approval to include a Deed Restriction of land up to 40 acres.

The public hearing was closed.

***MOTION, passed***

**Mr. Gust moved and Mr. Ellig seconded to recommend approval to the Cass County Commission of the Final Plat for DM Subdivision (Minor Subdivision) as presented. Motion carried.**

**7. OLD BUSINESS***Approved plats recorded*

Ms. Durand said Beverly's First Subdivision, Lockhart Subdivision, Lone Oak Farm II Subdivision, Twenty-Fourth Subdivision, and Kindred I94 Exit Subdivision have been recorded.

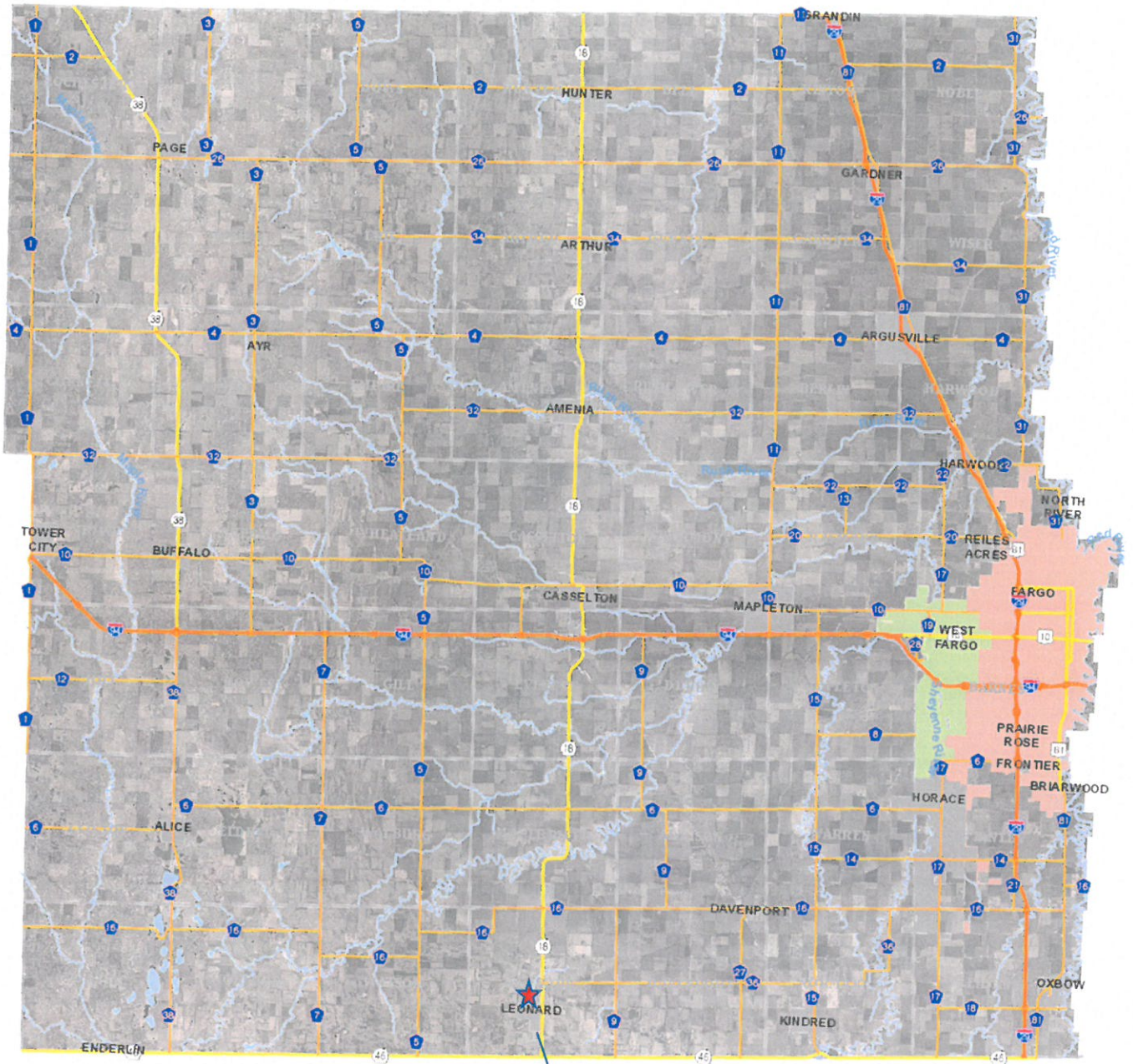
*Update on proposed slaughtering facility*

Ms. Durand gave an update on the proposed goat slaughtering facility in Empire Township. The landowner has been working with state officials and a consultant on the project.

**8. ADJOURNMENT**

**On motion by Mr. Gust, seconded by Mr. Monson, and all voting in favor, the meeting was adjourned at 8:04 AM.**

Minutes prepared by Brielle Edwards, HR Assistant



Glasow's First Subdivision

## Final Plat Report

**Title:** Glasow's First Subdivision  
**Owner(s):** Dallas Glasow  
**Type of Request:** Minor Subdivision (1 lot)  
**Status:** Final Hearing at the March 23, 2017 Planning Commission Meeting

### Proposal:

An application for a Minor Subdivision (plat) has been received by the Cass County Planning Office for approval of a tract of land located in part of the south half of the southeast quarter of Section 16, Leonard Township to plat one lot for sale and residential development. The mobile home will be removed and a new dwelling will be built on the current foundation.

### Existing and Proposed Land Use:

The existing land is and will remain Agricultural.

### Staff Analysis:

There is no flood determination based on the Red River Special Flood Hazard Area. Based on the preliminary Western Cass Special Flood Hazard Area maps the property is in Zone X. There will be no new accesses, however, an easement will be written on the deed to allow the current owner access to the outbuildings to the north. The proposed subdivision is located north of 51st Street SE and west of State 18. The proposed use is consistent with County and Township Ordinances.

### Agency Comments:

Cass County Engineer	There are no concerns.
Water Resource District	No comment.
Cass County Electric Cooperative	There is a 3 phase line running north and south on the east side of Section 16, along with a single phase tap serving Michael Weed from that overhead. The existing easement is from 1937 and is a blanket easement for the SE quarter.
Century Link	No comment.
Xcel Energy (Gas Company)	No comment.
Cass Rural Water	The applicant has individual that they wish to construct a private well. Consequently, we have no comment as we have no waterlines within 1/2 mile of this particular site.
North Dakota Department of Transportation	If an additional access point were requested it would be denied.
County Sanitarian	A soil test will be needed.
City of Fargo	No comment.
Township Chairman	There are no concerns.
Public Comment	No comments have been submitted.

### Conditions for Approval:

Along with the Final Plat, requirements would also include a Deed Restriction up to 40 acres.

### Staff Recommendation:

To accept the findings and recommendations of staff and recommend approval to the County Commission of the proposed application as the proposal meets the goals and objectives of the Cass County Comprehensive Plan, the Cass County Highway Access Plan, the Flood Damage Prevention Ordinance, the Cass County Subdivision Ordinance, and all other applicable regulations.

# Subdivision (Plat) Application

Cass County Planning Office  
1201 Main Avenue West  
West Fargo, ND 58078



Phone: 701-298-2375  
Fax: 701-298-2395  
<http://www.casscountynd.gov>

We, the undersigned, do hereby submit an application to the Cass County Planning Office, to take such action as may be required to establish a Subdivision on the described subject property pursuant to the Subdivision Ordinance of Cass County, North Dakota.

**Notice to Applicants:** All applications shall be accompanied by all plat requirements in order to achieve approval of your request. Failure to comply with the requirements will be grounds to deny or delay the hearing before the Planning Commission.

Property Owner Information
Name (printed): <u>Dallas Glasow</u>
Address: <u>4582 157<sup>th</sup> Ave SE</u>
<del>Primary Phone:</del> <u>Davenport, ND 58021</u>
Alternative Phone: <u>701-361-1922</u>
Email: _____

Representative Information (Developer, surveyor, engineer)
Name (printed): _____
Address: _____
Primary Phone: _____
Alternative Phone: _____
Email: _____

Subdivision Name: \_\_\_\_\_ Section Township Range 16 - 137N - 52W  
South 1/2

- |  |   |  |   |
|--|---|--|---|
| Roads:   | <input type="checkbox"/> Public             | <input checked="" type="checkbox"/> Private        | <input type="checkbox"/> Paved                  |
| Water Supply:  | <input type="checkbox"/> Public             | <input checked="" type="checkbox"/> Private        | <input checked="" type="checkbox"/> Rural Water |
| Waste Water Treatment:                                       | <input type="checkbox"/> Public             | <input checked="" type="checkbox"/> On-Site Septic | <input type="checkbox"/> Shared Wells           |
| Storm Sewer:   | <input checked="" type="checkbox"/> Ditches | <input type="checkbox"/> Storm Sewer System        |   |
| Ownership and maintenance responsibility of the subdivision: | <input type="checkbox"/> Public             | <input checked="" type="checkbox"/> Private        |   |

Briefly describe the reason(s) for application: Would like to Separate House from the rest of the yard

**Acknowledgement:** We hereby acknowledge that that the above information is true and complete to the best of our knowledge and that the primary contact named above will be contacted if any questions arise and when the plat has been approved and appropriate copies are ready for recording.

Dallas Glasow  
Owner Signature:

2-28-17  
Date:

Representative Signature:

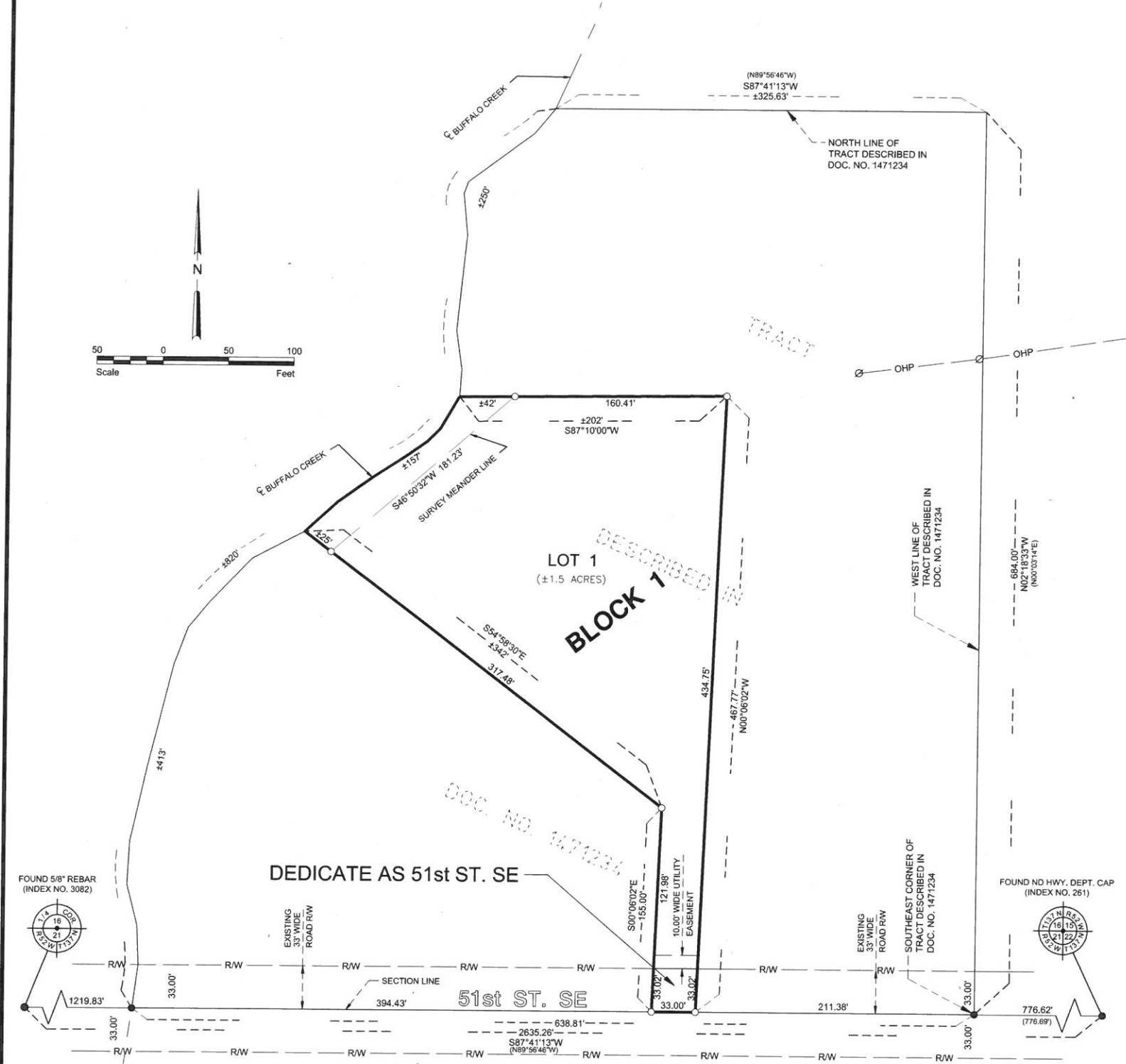
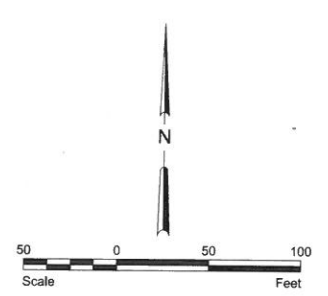
Date:

Subdivision Fee Schedule	
<input type="checkbox"/>	Minor Subdivision (1-4 lots): \$100.00 base fee + \$35 per lot
<input type="checkbox"/>	Major Subdivision (5-12 lots): \$500.00
<input type="checkbox"/>	Major Subdivision (13+ lots): \$650.00
Date Fee Paid	

**Note:** A nonrefundable filing fee must be accompanied with the application at time of submittal made payable to the Cass County Highway Department.

# GLASOW'S FIRST SUBDIVISION

BEING A PLAT OF PART OF THE SOUTH HALF OF THE SE 1/4 OF SECTION 16, T. 137 N., R. 52 W., 5th P.M. CASS COUNTY, NORTH DAKOTA



**LEGEND**

IRON MONUMENT FOUND	●
1/2" I.D. PIPE SET	○
POWER POLE	⊗
POWER LINE	— P —
MEASURED DISTANCE	776.62'
DEED DISTANCE	(776.69')
MEASURED BEARING	S87°41'13"W
DEED BEARING	(N89°56'46"W)

- NOTES**
1. Measured bearings shown are based on the North Dakota State Plane (South Zone) Coordinate System.
  2. Measured distances shown are ground distances in U.S. Survey Feet, and are based on the NDDOT Cass County Coordinate System. Scale Factor = 1.0001125127

**Owners' Certificate:**

Know All Persons By These Presents: Dallas C. Glasow and Paula J. Glasow, husband and wife, are the Owners and Proprietors of that part of the South Half of the Southeast Quarter of Section 16, Township 137 North, Range 52 West of the Fifth Principal Meridian, Cass County, North Dakota, described as follows:

COMMENCING at the iron monument marking the southeast corner of said Section 16 (Land Survey Monument Record No. 261); thence South 87°41'13" West (assumed bearing), along the southerly line of the Southeast Quarter of said Section 16, for a distance of 776.62 feet to the southeast corner of a tract of land described in Document No. 1471234, said document on file at the Cass County Recorder's Office; thence continue South 87°41'13" West, along the southerly line of the Southeast Quarter of said Section 16, for a distance of 211.38 feet to the TRUE POINT OF BEGINNING; thence North 00°06'02" West for a distance of 467.77 feet; thence South 87°10'00" West for a distance of 202 feet, more or less, to a point of intersection with the centerline of Buffalo Creek; thence southwesterly, along the centerline of said Buffalo Creek, for a distance of 157 feet, more or less, to a point of intersection with the centerline of Buffalo Creek; thence South 54°58'30" East for a distance of 342 feet, more or less; thence South 00°06'02" East for a distance of 155.00 feet to a point of intersection with the southerly line of the Southeast Quarter of said Section 16; thence North 87°41'13" East, along the southerly line of the Southeast Quarter of said Section 16, for a distance of 33.00 feet to the TRUE POINT OF BEGINNING.

Said tract contains 1.5 acres, more or less.

And that said parties have caused the same to be surveyed and platted as **GLASOW'S FIRST SUBDIVISION**, and do hereby dedicate to the public for public use the Public Street and the Utility Easement as shown on the plat.

In witness whereof we have set our hands and seals.

Owners:  
Dallas C. Glasow and Paula J. Glasow, husband and wife

Dallas C. Glasow \_\_\_\_\_ Paula J. Glasow \_\_\_\_\_

State of North Dakota )  
County of Cass ) ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a notary public within and for said county and state, personally appeared Dallas C. Glasow and Paula J. Glasow, husband and wife, known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed same as their free act and deed.

Notary Public: \_\_\_\_\_

**Cass County Engineer:**

Reviewed by the Cass County Engineer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Jason Benson, Cass County Engineer

**Cass County Planning Commission:**

Reviewed by the Cass County Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Ken Lougheed, Chairman

Attest: \_\_\_\_\_  
Secretary

**Leonard Township:**

Reviewed by Leonard Township, Cass County, North Dakota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Mark Nesemeier, Chairman

Attest: \_\_\_\_\_  
Kyle Olson, Clerk

**Cass County Board of Commissioners' Approval:**

Approved by Cass County, North Dakota, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Chad M. Peterson, Chairman

Attest: \_\_\_\_\_  
Michael Montplaisir, Cass County Auditor

**Surveyor's Certificate:**

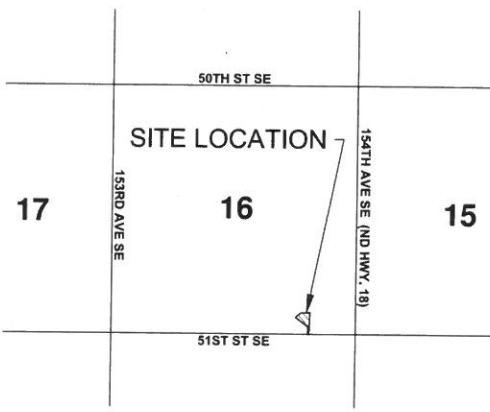
I, Curtis A. Skarphol, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, that the plat hereon is a true and correct representation of the survey thereof, that all distances are correctly shown on said plat in feet and decimals of a foot, and that the monuments for the guidance of future surveys have been placed in the ground as shown.

Curtis A. Skarphol  
North Dakota PLS No. 4723

State of North Dakota )  
County of Cass ) ss

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a notary public within and for said county and state, personally appeared Curtis A. Skarphol, 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: \_\_\_\_\_



**VICINITY MAP**  
1" = 2000'