

**EAST GRAND FORKS  
REGULAR  
PLANNING COMMISSION MINUTES  
Thursday, March 8, 2018 – 12:00 Noon  
East Grand Forks City Council Chambers**

**CALL TO ORDER**

President Powers, called the March 8, 2018 meeting of the East Grand Forks Planning Commission to order at 12:05 p.m.

**CALL OF ROLL**

On a Call of Roll the following members were present: President Mike Powers, Commissioners Charles Gordon, Marc DeMers, Kevin Marcott and Randy Boushey.

Absent: Chad Erickson and Gary Christianson

Guest(s) present: Josh Lee, Stormwater/Wastewater Operator

Staff present: Nancy Ellis, East Grand Forks City Planner; Brenda Ault, Executive Assistant, David Murphy, City Administrator and Ron Galstad, City Attorney.

**DETERMINATION OF A QUORUM**

A quorum was present.

**COMMUNICATION**

**Cell Tower Study and Discussion on Presentation to Council at February 28<sup>th</sup> Work Session**

CP Ellis passed out an amended report and informed the Commissioners that she had received it this morning. Garrett Lysiak, All Engineering, had added wording to cover the existing Crown Tower. Figures had changed to show the two existing tower locations and the scale on maps.

The City of East Grand Forks Ordinance for Wireless Telecommunications Towers requires the demonstration of a need (gap in coverage) or a showing of need for the tower proposal. This analysis demonstrates the proof of need requirement is satisfied. This new tower will eliminate both coverage and capacity problems. It would provide the required Personal Communication System ("PCS") coverage to eliminate the present existing poor coverage area for the expanded service. The height requested is the minimum that would satisfy the coverage requirements for the area.

As required by the ordinance, this tower must accommodate at least three (3) communications systems. In order to comply with this requirement it would have to be increased in total height by at least 20-feet to permit other users to be located on it.

During the Work Session, it was suggested that there was an existing tower that did not appear in the tower search and that it could be used instead of building a new tower. During the meeting, it was stated that "it was very close to the proposed tower". Figure 7 shows this tower (Crown) and that it has several problems. The first being that it would not correct the coverage problem. Secondly, it would cause interference to an existing tower. Lastly, the distance to the proposed tower is more than one-mile and is too far to accomplish the coverage increase. The Crown tower was not examined since it was not, nor was it required, to be registered and therefore did not appear on the tower search. This was because it is less than 200-feet and not near an airport. Due to the lack of any existing towers or adequate support structures in the vicinity, the site would need to locate very near to the proposed location to fill the coverage gap.

**APPROVAL OF THE MINUTES OF THE February 8, 2018 REGULAR MEETING AND ORGANIZATIONAL MEETING**

A Motion was made by Commissioner Marcott, Seconded by Commissioner Boushey to approve the minutes from the February 8, 2018, Regular and Organizational Meeting. M/S/P- Marcott, Boushey; 5-0, mc.

**OLD BUSINESS**

**Matter of Final Plat Approval of McBrotter Acres Addition**

This is the final plat application for the McBrotter Acres Addition. The property will be platted for large lot single family home development. These lots will have landscaped swales and a berm on Bygland Road to provide a private feel to the neighborhood. There are a number of items that need to be addressed with the plat; one of them being that the final plat will be recorded after the swales are finished, the property lines are shot and finalized to follow the swales, and the easements are placed parallel over the swales and 8' on each side of the toe of the swales. Because of this, Judd Stauss has sent an email stating that he would like to suspend any action until he comes back to the Planning and Zoning with a plan.

**Matter of Final PUD Development Plan for McBrotter Acres**

Action suspended per Judd Stauss

**NEW BUSINESS**

**Matter of Amending the Zoning Ordinance (Section 152 of the City Code) to allow for new permitted and special uses with the Zoning Districts**

CP Ellis stated that this was to consider and possibly amend 1) Chapter 10 and Title XV to establish rules and regulations relative to new permitted and special uses with our Zoning Districts.

Proposed Changes:

R-1 Single Family Residence; R-2 Two-Family Residential District; R-3 High Density Residential District and the Sec 10.10 or 152.120 Planned Unit Development: Small cell antennas, microcell antennas within the Right of Way (ROW), provided they meet the following criteria set forth in Section 152.XXX- Right of Way Ordinance.

Downtown Commercial: Photography studios, Health clubs, gyms, museums, art galleries, churches, synagogues and similar places of worship, Small cell antennas, microcell antennas within the Right of Way (ROW), provided they meet the following criteria set forth in Section 152.XXX- Right of Way Ordinance.

Highway Commercial: Photography studios, Health clubs, gyms, museums, art galleries, churches, synagogues and similar places of worship, small cell antennas within the right of way, parcel delivery store or station and contractor shops and offices.

Light Industry: Bottling establishment, brewery or winery, small animal boarding and daycare facilities. Small cell antennas, microcell antennas within the Right of Way (ROW), provided they meet the following criteria set forth in Section 152.XXX- Right of Way Ordinance.

General Industrial: Indoor shooting gallery and ranges, auction houses; which would require a special permit. Small cell antennas, microcell antennas within the Right of Way (ROW), provided they meet the following criteria set forth in Section 152.XXX- Right of Way Ordinance.

A Motion was made by Commissioner Boushey, Seconded by Commissioner Gordon to approve the minutes from the February 8, 2018, Regular and Organizational Meeting. M/S/P- Boushey, Gordon; RCV: Gordon – Y, Boushey – Y, Powers – Y, Demers – Y, Marcott – Y; 5-0, mc.

**OTHER BUSINESS**

None

**ADJOURNMENT**

Chairman Mike Powers adjourned the meeting at 12:43 pm.

Respectfully submitted by,

Brenda Ault  
Executive Assistant