

**2040 Comprehensive Plan Steering Committee**  
**DRAFT** Meeting Minutes for January 28, 2022 @ 9:30am.  
Public Works Building, 1025 31<sup>st</sup> Avenue SE  
Conference Room #3

**Members Present:** Justin Anderson, Kelly Barnett, Tim Baumann, Kevin Black, Cassidy Hjelmstad, Mark Lyman, Stephan Podrygula, John Kutch, Kevin Harmon, Kerri Zabolotney

**Members Absent:** none

**Others Present:** Brian Billingsley (Community & Economic Development Director), John Van Dyke (Principal Planner), Glenda Sorensen (Admin), Scott Harmstead (SRF Consultant), Christopher Shires (Consultant), Brekka Kramer (Odney), David Sweeney (SRF Consultant), Beth Feldner (Odney)

**Guests:** Jill Schramm (Government Reporter Minot Daily News)

**Call to Order:** Van Dyke called the meeting to order at 9:35am

**Agenda:**

- Website Design Review – *Minot2040* Webpage
- Park & Recreation Plan Coordination
- Recent Survey Overview, Additional Online Survey (handout)
- Refresher – The Comprehensive Plan
- Current Comprehensive Plan – “The Good, the Bad, and the Ugly”
- Next 3 months Detail – Focus Groups, Next Steering Committee Meeting

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**Website Design Preview – *Minot2040* webpage:**

Brekka (Odney) gave a walk-through regarding the 2040 Comprehensive Plan new website, 2040minot.com. The website is scheduled to be live for public outreach in February/March 2022.

**Park & Recreation Plan Coordination:**

Harmstead (SRF Consulting) provided a slide presentation on Park & Recreation Plan Coordination.

**Recent Survey Overview, Additional Online Survey (handout):**

**Thoughts/Comments on two recent city surveys which will be evaluated for input on the Plan (Community Satisfaction Survey and Minot One Brand Public Perception survey):**

- Billingsley summarized high and low responses for the group, noting that Code Enforcement and streets (surprisingly) rated on the low end.
- Brekka clarified for the committee the response area that was included in the survey.
- An additional survey is scheduled to be available at the upcoming Minot Area Home & Garden Show. A survey will also be available online.
- Van Dyke suggested that the committee expand the survey to include large apartment complexes as well as a possible survey insert with the city utility bills.
- Targeted number for responses is 400.
- Define what people are coming to Minot for.
- Define what type of retail uses Minot should be looking at, i.e. north Walmart.
- Address walkability.

**Refresher – The Comprehensive Plan**

Van Dyke provided a handout defining what a comprehensive plan update means to a community. The committee agreed that this is a forward-looking document and will be useful as a “guiding star” for community development and improvement.

**The Comprehensive Plan – “The Good, the Bad, and the Ugly”:**

Harmstead walked the group through a PowerPoint presentation and following are the questions and comments regarding the Minot’s current Comprehensive Plan:

- **When has the plan (or elements of it) come up?**
  - Has not come up, unless talking with planning staff
  - Planning Commission - used Plan in rezone application review

- City Council – lack of awareness, lack of city goals, objectives...until recent planning effort. Interested in the Plan being part of council orientation
- Not just land use, can be applied to other departments
- Need for MSU master planning to be synced with the Plan
- Utilities – not aware of impact and direction, needs to be coordination with new growth
- Recall elements of the Plan, but not in its entirety— “what does the future land use map show me?” is a common question
- Tool to work with school district and associated growth
- Communication is lacking – Plan awareness is needed
- “Master Plan” of the community
- Need strategic alignment of business/institution plans with the Plan
- **What has worked well/what do you like about it?**
  - Maps – item primarily used. Where are we going visually?
  - Downtown revitalization – physical and organizational
  - Planning Commission and staff are relying upon the Plan
  - Conceptual greenway east/west across community – some progress made
- **What has not worked well/what do you dislike about it?**
  - Elements not applicable to Western ND/Minot area
  - Future land use map – too many amendment requests, needs to be more realistic
  - Lack of clarity on density designations on future land use map
  - Goals, etc. not specific enough to Minot
  - Needs to be responsive to demographics/human side of community (statement that the Plan has to respect this). Human/social impacts of planning decisions
  - Need Plan cliff notes/cheat sheet
  - What does the Plan mean from a business and non-profit perspective?
  - Inability to tie goals to improvement of quality of life
  - Ties to social goals/non-profit community. How to bridge disconnect between city and non-profits? Part of quality of life equation.
- **What issues need to be addressed for this plan to be a success?**
- **In other words, what issues could derail this planning effort?**
  - Need to be aligned with city and state politics – need to prioritize communication
  - Sticking too closely to the traditional notion of infrastructure
    - Also consider arts, libraries, etc. – areas that impact quality of life, community pride
  - Change in age demographics is significant – need to do business differently
  - Be proactive in approaching changes to infrastructure
  - Don't hold back growth opportunities, how can we embrace opportunities?
  - Need to incorporate industry leaders and investment opportunities. Why is Minot an attractive place to invest?
  - Address revitalization, reinvestment in areas of need
  - Stick to our distinct factors, not “anywhereville”
  - Do our best to include everyone, make the effort to go to them, not relying upon them to come to us
- **What issues need to be addressed for this plan to be a success?**
- **In other words, what issues could derail this planning effort?**
  - Trinity vacation of Downtown site
  - Balance of vertical & horizontal growth opportunities, following market opportunities
  - Understanding/acceptance of climate constraints on walking & biking. What are winter alternatives?
  - Landfill – what does this look like in 2040?
  - Other not-attractive uses (heavy industry) – balancing location, impacts
  - Retail use in NW Minot
  - Downtown parking garages
  - Railroad issues (Quiet Zone, Anne St. bridge, etc.). How to best live with it
  - SW/SE Bypass
  - Awareness of topographical constraints, can we embrace these?
  - Think outside of the box with critical issues
  - Start-up home affordability – retention and attraction of young families and others
- **What issues need to be addressed for this plan to be a success?**
- **In other words, what issues could derail this planning effort?**
  - What kind of jobs do we want to attract? High-paying jobs
  - Keep Minot Air Force Base (MAFB) employees here
  - Integration of MAFB into community – supporting them. Example - Children's Discovery Center leveraged DoD grant. All Wing commanders at tree lighting.
  - Walkability is more than just sidewalks – shade, shelter, art, etc. People want to walk, not that just need to walk
  - Recycling (landfill)

### **Next 3 Months Detail – Focus Groups, Next Steering Committee Meeting**

Brekka (Odney) spoke about the four (4) Focus Groups, noting that more information and feedback on the focus group will be presented at the next meeting.

Each focus group has a city council member as a member.

1. Economic Development
2. Land Use
3. Housing & Community Character
4. Public Service & Parks

The next meeting (Meeting #3) is scheduled for March/April 2022 (no definite date). The committee will be looking at the city satisfaction survey previously sent out by the City Manager's office.

### **Adjournment.**

The meeting adjourned at 11:29 am.