

Burleigh County Planning and Zoning Commission Meeting Agenda



Tom Baker Meeting Room, City/County Building, 221 5th Street N, Bismarck, ND

5:15pm

Attend in Person || Watch Live on Government Access Channels 2 or 602 || Stream on Freetv.org or Dakota Media Access Facebook Live || Replay Later from Freetv.org

AGENDA – Revised

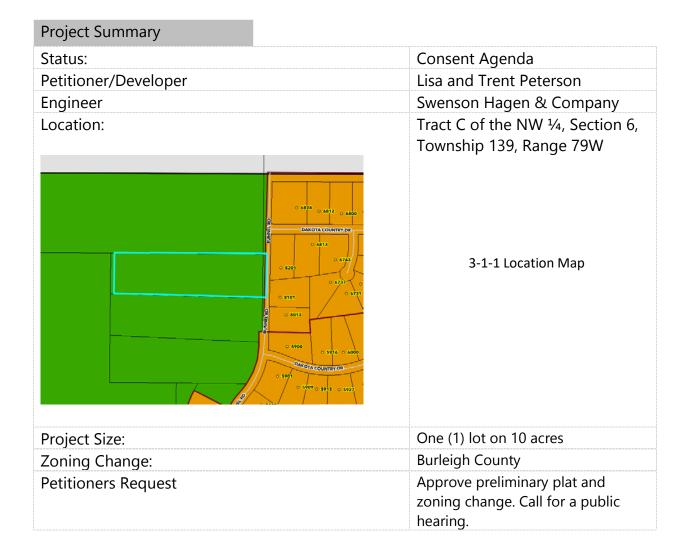
(addition of "Public Comments")

October 8, 2025

- 1. Roll Call
 - Approval of the September 10, 2025 Minutes
- 2. Public Comment. (Restricted to Burleigh County residents and landowners)
- 3. Consent Agenda (*The following item(s) are request(s) for a public hearing*)
 - 3-1 Gawley Subdivision and Zoning Change
 - Preliminary Plat Consideration for a one (1) lot subdivision/Staff recommends: Approval and call a public hearing
 - Zoning Change A-Agricultural to R1-Rural Single Family Residential/Staff recommends: Approval and call a public hearing
- 4. Public Hearing Agenda
 - 4-1 Variance Request
 - Request for a variance to required setbacks/Staff recommends: Approval
 - 4-2 Biegler Subdivision
 - Requests a "Do Pass" recommendation for a four (4) lot subdivision/Staff recommends: Approval
- 5. Other Business:
- 6. Adjourn

Agenda Item 3-1

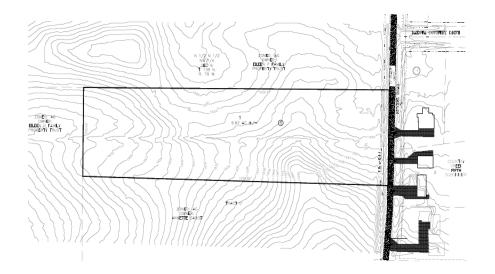
Gawley Subdivision & Zoning Change



History/Description

Burleigh County was approached about building a home on a lot containing ten (10) acres. Because the lot is less than forty (40) acres, the petitioner was advised to plat the parcel into a subdivision. Swenson Hagen & Company met with the review committee regarding the preliminary plat. The review committee did not have any concerns.





Attachment 3-1-2 Preliminary Plat



Attachment 3-1-3 Site Map

Page **2** of **4** Gawley Subdivision – Preliminary Plat M. McMonagle

Staff Findings – Preliminary Plat

- 1. This subdivision meets the requirements of Article 33 of the Burleigh County Zoning Ordinance.
- 2. This preliminary plat has been submitted to all reviewing entities. All concerns and corrections have been addressed.
- 3. Zoning is A-Agricultural. A zoning change has been requested.
- 4. This subdivision meets the requirements of the Burleigh County

 Comprehensive Plan Article 3 Residential Neighborhoods Objectives 1 and

 2.
- 5. A Stormwater Management Plan waiver was submitted on September 17th.

Staff Findings – Zoning Change

- The proposed parcel meets the requirements of Article 12 R1 Rural Residential District Regulations.
- 2. The parcel is in a low-density residential and limited agricultural area. The surrounding properties are zoned:

North – Agricultural

South – Agricultural

West – Agricultural

East – R1-Rural Residential – Country Creek 3rd and 5th Subdivisions.

Planning Staff Recommendation

The petition for a preliminary plat meets all administrative requirements of the Burleigh County Zoning Ordinance. Staff recommends approval of the preliminary plat and calling for a public hearing.

The petition for a zoning changes meets all administrative requirements of the Burleigh County Zoning Ordinance. Staff recommends approval and calling for a public hearing.



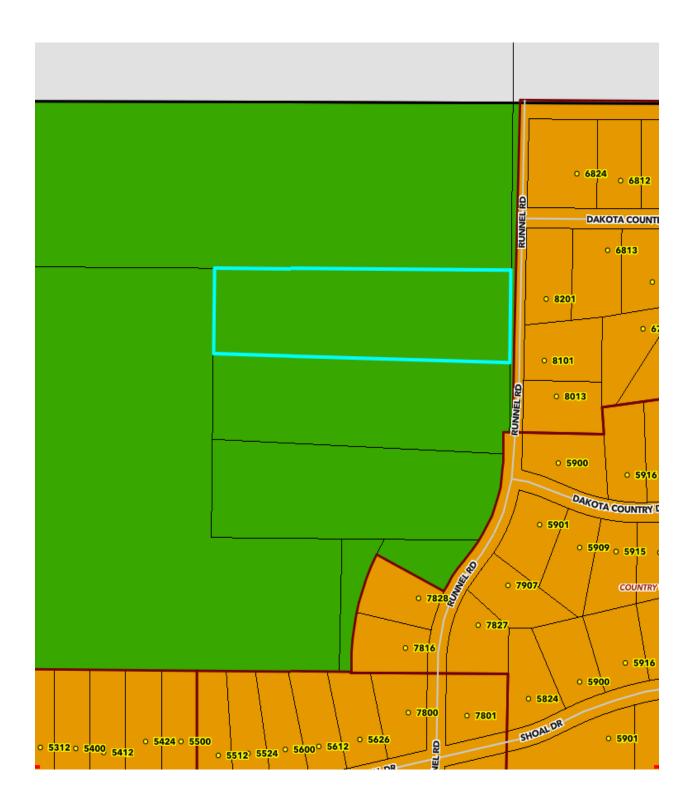
Planning Commission Action

The Burleigh County Planning and Zoning Commission can:

- 1. Approve the preliminary plat and zoning change. Calling for a public hearing.
- 2. Approve the preliminary plat and zoning change with conditions. Calling for a public hearing after all condition have been completed.
- 3. Deny the preliminary plat and zoning change with reason.
- 4. Table the preliminary plat and zoning change for more information.

Google Map View

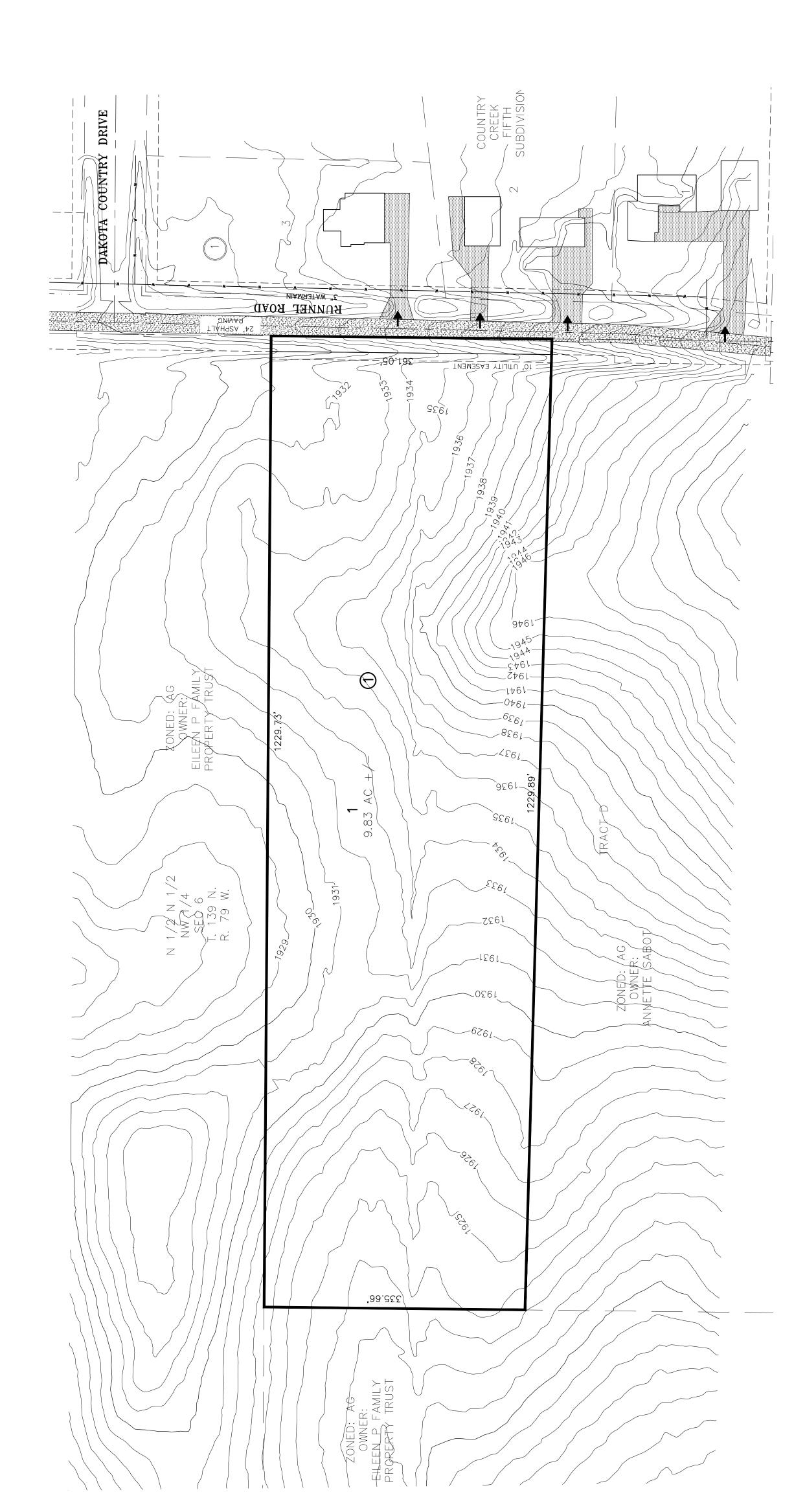




3AWLEY SUBDIVISION

BEING A REPLAT OF TRACT C OF THE NW 1/4 OF SECTION 6, TOWNSHIP 139 NORTH, RANGE 79 WE

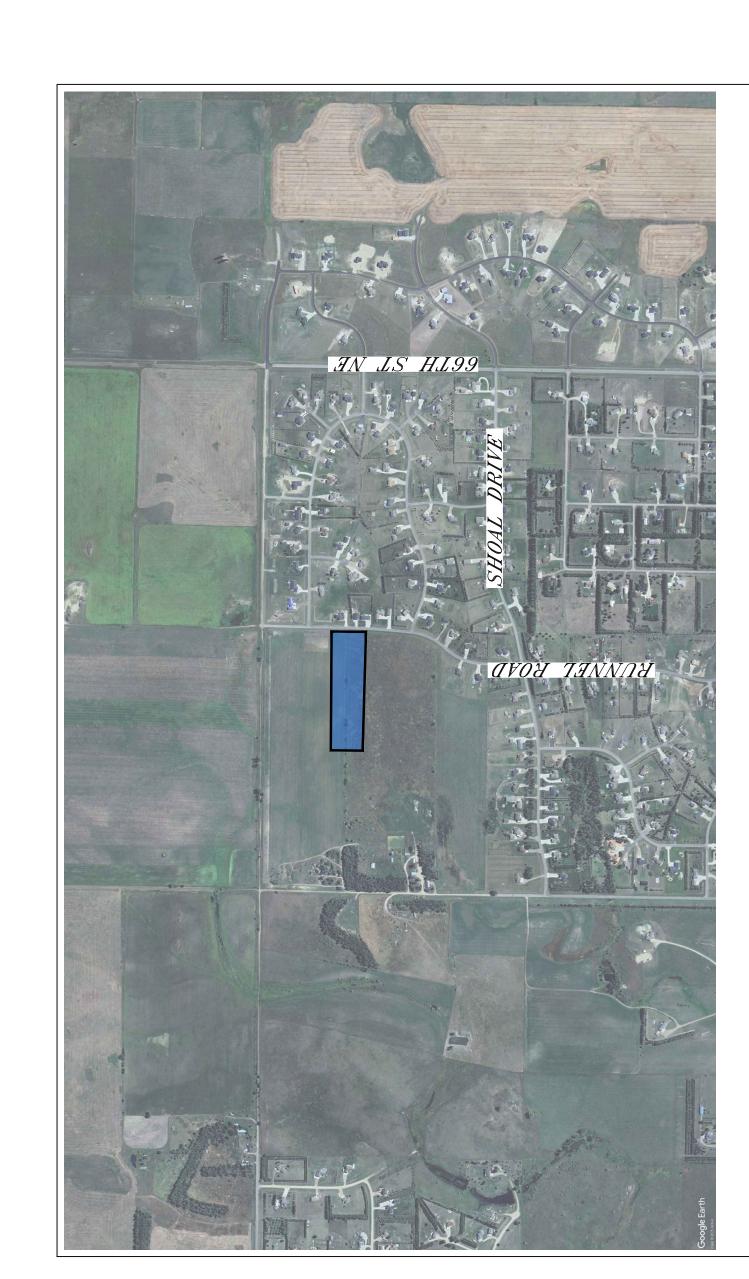
BURLEIGH COUNTY, NORTH DAKOTA



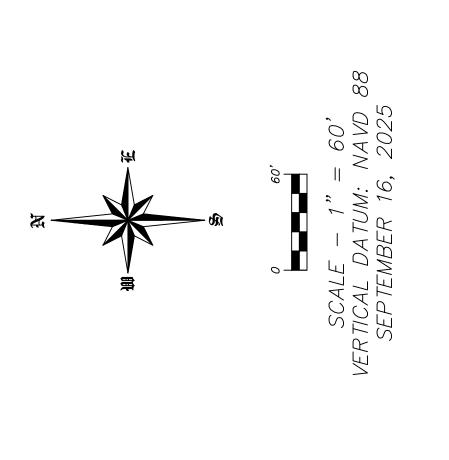


LISA & TRENT PETERSON 1429 W WATERSTONE DR SIOUX FALLS, SD

SWENSON HAGEN & CO 3002 AIRWAY AVE BISMARCK, ND 58504



LOCATION MAP











Agenda Item 4-1

Application for a Variance

Project Summary	
Public Hearing Agenda:	Variance to building set back distance
Status:	Planning and Zoning Commission – Consideration
Petitioner/Developer	Mark Rall Rall Construction
Property Owner	Vern Kuntz
Location:	Country Hills Subdivision, Lot 12, Block 2
O B429 POLING MALE PO O 7437	Addressed as: 8507 Rolling Hills Road
0 7420 0 7404	4-1-1 Location Map
Lot Size:	1.9 Acres

As set forth under Chapter 11, Section 33 of the North Dakota Century Code and Article 33 of the Burleigh County Ordinances, the Planning Commission shall approve or disapprove the subdivision of all lands within its jurisdiction and recommend the same to the Board of Burleigh County Commissioners



Zoning:	R1- Ru Residei	ral Single Family ntial
Petitioners Request	"Do Pa the Boa	val of the variance. Give a ss" recommendation to ard of Burleigh County issioners
Public Hearing Notifications	Bismarck Tribune Burleigh County Website Surrounding Property Owner	9/26 & 10/4/2025 9/26/2025 rs 9/26/2025

History/Description

Mark Rall approached the Burleigh County Building Department wanting to build an accessory building for the property owner – Vern Kuntz. Country Hills Lot 12, Block 2 is a corner lot. The house faces Rolling Hills Road.

The petitioner would like to change the 50' setback on the south east side of the property to 15'. This will allow the builder to set the accessory building away from the house, and off his drain field. The lot is 160.03 feet wide and 463.36 feet long. The residence is located 66' from the SE property line (back) 40' from NW property line – (front), 80' from the NE property (side) and 269' from the SW property line. The septic is located 200' from his house. The property also contains a sloped area on the SW side of property. (See attachment 4-1-2 Elevation Map) The property is a corner lot and requires 90' feet of setbacks.

The petitioner has applied for a variance (See Attachment 4-1-4) and an accessory building permit.



Attachment 4-1-2 Elevation Map



Staff Findings:

The variance request is reasonable and would allow the property owner to use more of the property. The placement of the accessory building 15' on the SE side of the property would not encumber the surrounding property owners. The SE neighbor's accessory building is 15' from the shared property line; the accessory building will be located SW of the neighboring accessory buildings.



Attachment 4-1-3 Site Map

Staff Findings:

- 1. This variance subdivision fulfills the requirements of Article 28 Variances of the Burleigh County Zoning Ordinance.
- 2. There are special circumstances or conditions applying to the land lot is only 160' feet wide.
- 3. The Burleigh County Ordinances require 90' of setback with in the 160' width.
- 4. The lot has a sloped area which a accessory building can not be placed.
- 5. Strict applications of the ordinances would deprive the applicant reasonable use of the land and buildings.



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- 6. Granting the variance does not affect traffic
- 7. Granting of the variance does not conflict with the Burleigh County Ordinances.

Planning Staff Recommendation

The petition for a variance meets all administrative requirements of the Burleigh County Zoning Ordinance Article 28. Staff recommends approval of the variance request with a "Do Pass" recommendation to the Board of Burleigh County Commissioners.

Planning Commission Action

The Burleigh County Planning and Zoning Commission can:

- 1. Approve the variance with a "Do Pass" recommendation
- 2. Approve the variance with conditions and give a "Do Pass" recommendation after all condition have been completed.
- 3. Deny the variance with reason.
- 4. Table the variance for more information.



Country Hills Subdivision, Lot 12, Block 2 Location Map





BURLEIGH COUNTY BUILDING, PLANNING, ZONING 221 N 5th Street, Bismarck, ND 701-221-3727

burleighcobuilding@nd.gov

VARIANCE APPLICATION

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This application is used to apply for a zoning variance. It is the developers burden to prove that because of topographic conditions or other unique circumstances related to the property, the strict application of the zoning ordinance would result in an undue hardship.

APPLICANT/DEVELOPER: Name of Applicant: Mark Rall Phone: 701-426-3889 E-Mail Address: Mall Const

PROPERTY INFORMATION: Property Owner (If different than Applicant/Developer: 1 Holling Hills B Legal Description of property (lot, block, addition): Street Address: **Existing Zoning:** Acreage:

CONTACT PERSON/AGENT:			
Name: Mark Rall Firm: N/a			
Mailing Address: 2413 Matts Dr. N., Mandon NO 58554			
Phone: 701-426-3889 E-Mail Address: Tall Construction (2)			
Outlook - com			

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Site plan (one or more sheets) including the following: scale, site boundaries, setbacks, all easements, structures, utilities, road specifications, parking, surface waters, landscaping, fences, signage, and any other information that is pertinent to and will aid in evaluating a variance request.



A narrative describing the proposed land use and unique property conditions that make the variance necessary. Address the following:

- i. How due to the particular physical surroundings, lot characteristics, or topographical conditions of the property, strict compliance would impose an unnecessary hardship on the developer:
- ii. How the purpose of the variance is not based solely on a desire for economic or other gains:
- iii. How the alleged difficulty or hardship is caused by the zoning and/or development requirements and has been created by any person presently having an interest in the property:
- iv. How the variance will not be detrimental to the public welfare or injurious to other properties in the area: and
- v. How the variance will not be contrary to the intent and purpose of the Burleigh County Zoning Ordinance and Subdivision Regulations.

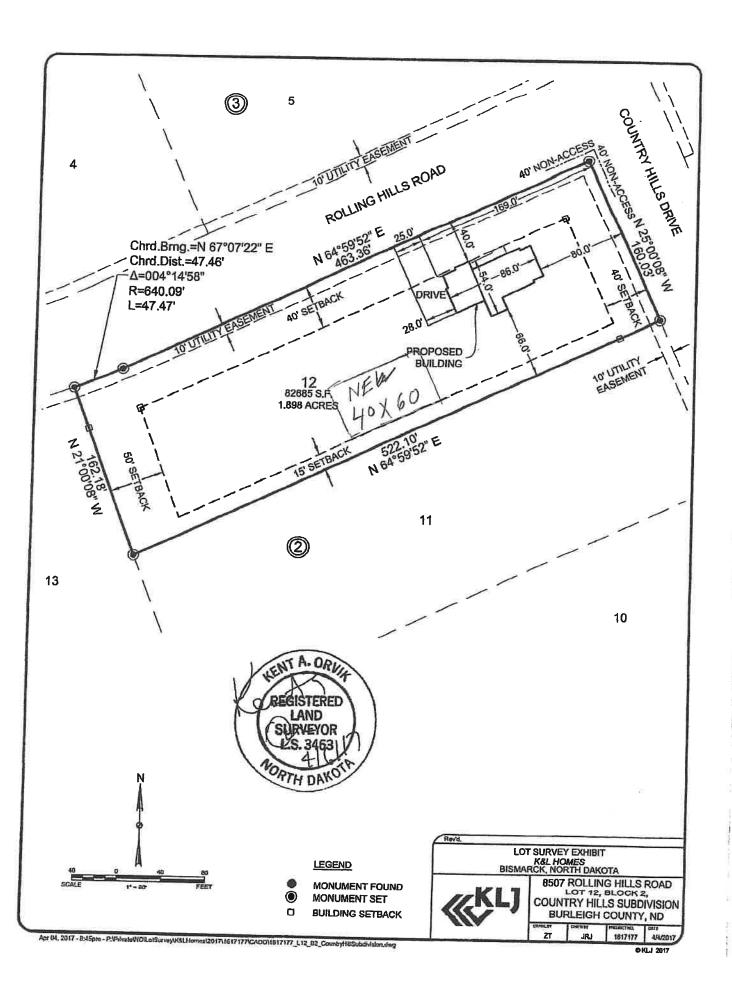


A check for the amount of \$300.00 for the variance application fee

I hereby certify under penalty of perjury and the laws of the State of North Dakota that the information submitted herein, on all other forms, documents, plans or any other information submitted as a part of this application to be true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application be incorrect or untrue, I understand any approval based thereon may be rescinded and other appropriate action taken. The signing of this application signifies approval for representatives of Burleigh County to be present on the property for routine monitoring and inspection during the approval and development process.

Signature of Applicant:	Mrs Reva	Date: 918125

***In addition to hardcopy submissions to the Building/Planning/Zoning Department, please submit all necessary items as an application package via e-mail to: burleighcobuilding@nd.gov



 How due to the particular physical surroundings, lot characteristics, or topographical conditions of the property, strict compliance would impose an unnecessary hardship to the developer.

Limited building envelope: The double setback requirement drastically shrinks the buildable area, or "building envelope," on the lot. This prevents the reasonable placement of a shop building, especially on corner lots, making development extremely difficult. The lot also has a drain field in usable area in which building in that area needs to be avoided.

ii. How the purpose of the variance is not based solely on a desire for economic or other gains.

As shown on the submitted site plan, the proposed shop building cannot be placed anywhere on the property while adhering to the standard setbacks. The only feasible location for the building requires a variance from the side-yard setback. Without this variance, the developer is effectively deprived of the reasonable use of their property for an accessory building, which is a common and expected use for a rural residential lot in this district. There is no economic or other gains.

iii. How the alleged difficulty or hardship is caused by the zoning and/or development requirements and has been created by any person presently having an interest in the property.

The fact that it is a corner lot and may have irregular dimensions or topography is a condition that existed before the purchase, not a problem the developer created themselves.

iv. How the variance will not be detrimental to the public welfare or injurious to other properties in the area.

The proposed shop is consistent in size, height, and appearance with other buildings in the area and will not injure the neighborhood or public welfare.

v. How the variance will not be contrary to the intent and purpose of the Burleigh County Zoning Ordinance and Subdivision Regulations.

This hardship is specific to this lot and is not a condition generally shared by interior lots in the neighborhood. The requested variance is the minimum necessary to allow for the construction of the shop and will not negatively impact the character of the area.

8507 Rolling Hills Road Bismuck NO 58503

Vern Kuntz

Power 605

> From
Property

15 Feet From Pro Perty

> 15 Fect From Property



Agenda Item 4-2

Biegler Subdivision

Project Summary Status: **Public Hearing** Petitioner/Developer Ron and Kathy Biegler Engineer Mark Isaacs – ILSE. Inc Location: Part of Auditor's Lot E in the SE Quarter and Part of the SE Quarter all in Section 29, Township 139N, Range 76W, Burleigh County [83] 4-2-1 Location Map Project Size: Four (4) Lots on 22.76 Acres Sterling Township Zoning Change: "Do Pass" recommendation to the Board Petitioners Request of Burleigh County Commissioners Notifications: Bismarck Tribune: 9/26 & 10/3/2025 Surrounding Properties: 9/26/2025 Burleigh Co. Website 9/26/2025

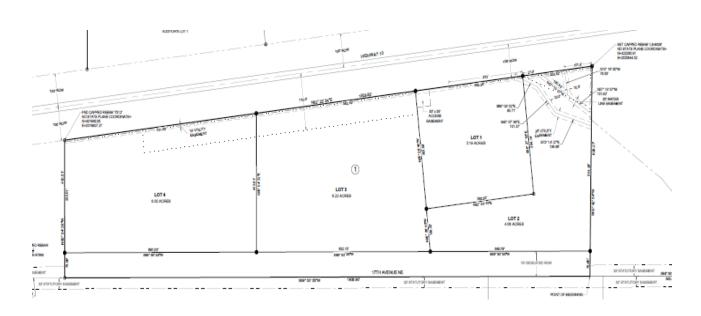


History/Description

The petitioners approached Burleigh County regarding property located in Sterling Township. The property owners had earlier requested to purchase the excess Right of Way along County Highway 10, the excess was granted to the Biegler's on October 21, 2024. The Biegler's have purchased the land and all remaining items have been removed.

After removal of the items left on the released Right of Way, the Biegler's decided to move forward with the platting of the property into a four (4) lot subdivision. The preliminary plat was approved on June 11, 2025 and a call for a public hearing was made.

Attachment 4-2-1 Final Plat





Attachment 4-2-3 Site Map



PLANNING AND ZONING COMMISSION

Staff Findings – Final Plat

- This subdivision meets the requirements of Article 33 of the Burleigh County Zoning Ordinance.
- 2. This final plat has been submitted to all reviewing entities. All concerns and corrections are being addressed.
- 3. All vacations of Right of Ways have been completed.
- 4. Zoning is A-Agricultural. Property is in Sterling Township.
- 5. A SWMP Waiver has been requested.
- 6. This subdivision meets the requirements of the Burleigh County
 Comprehensive Plan Article 3 Residential Neighborhoods Objectives 1 and
 2.

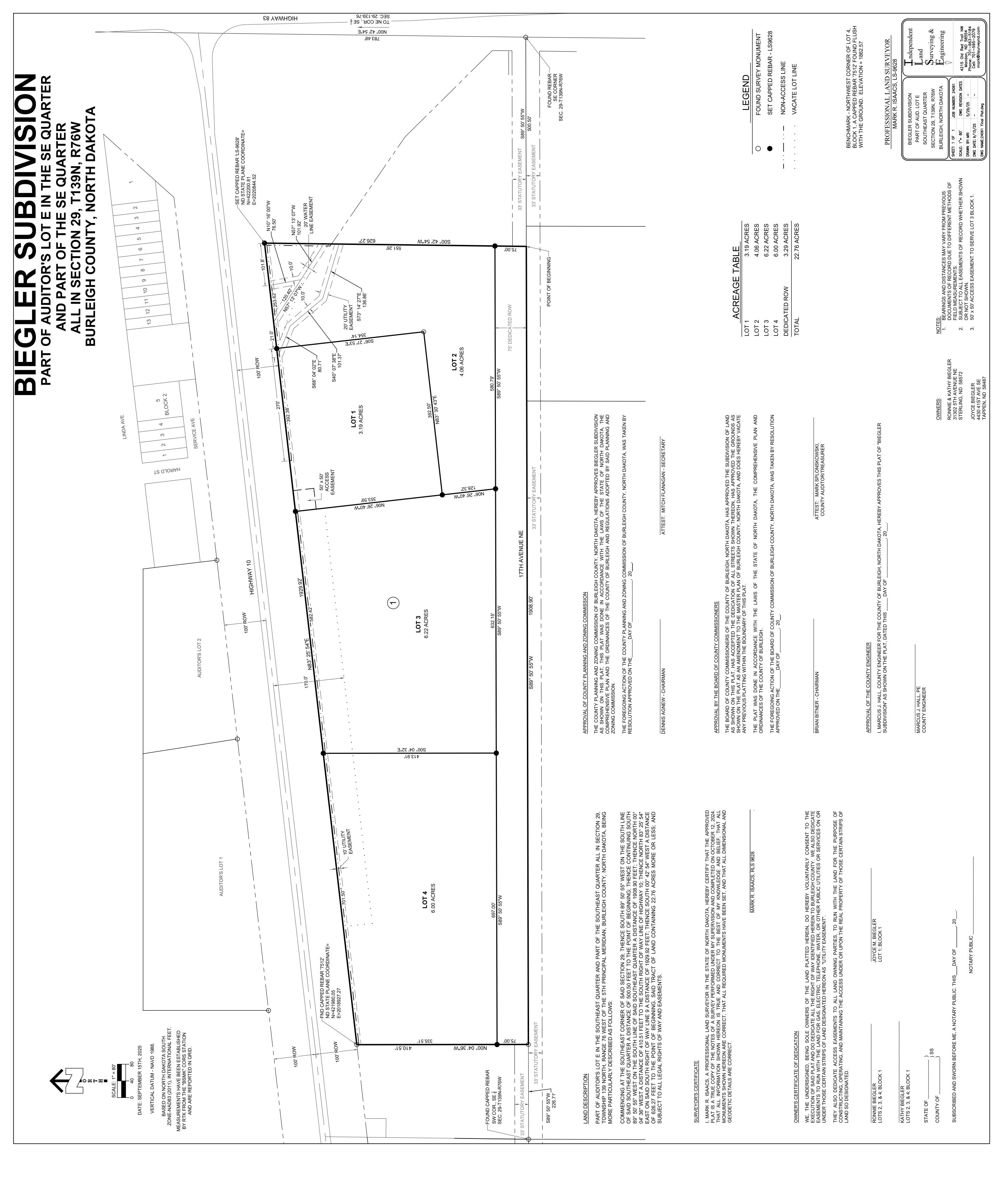
Planning Staff Recommendation

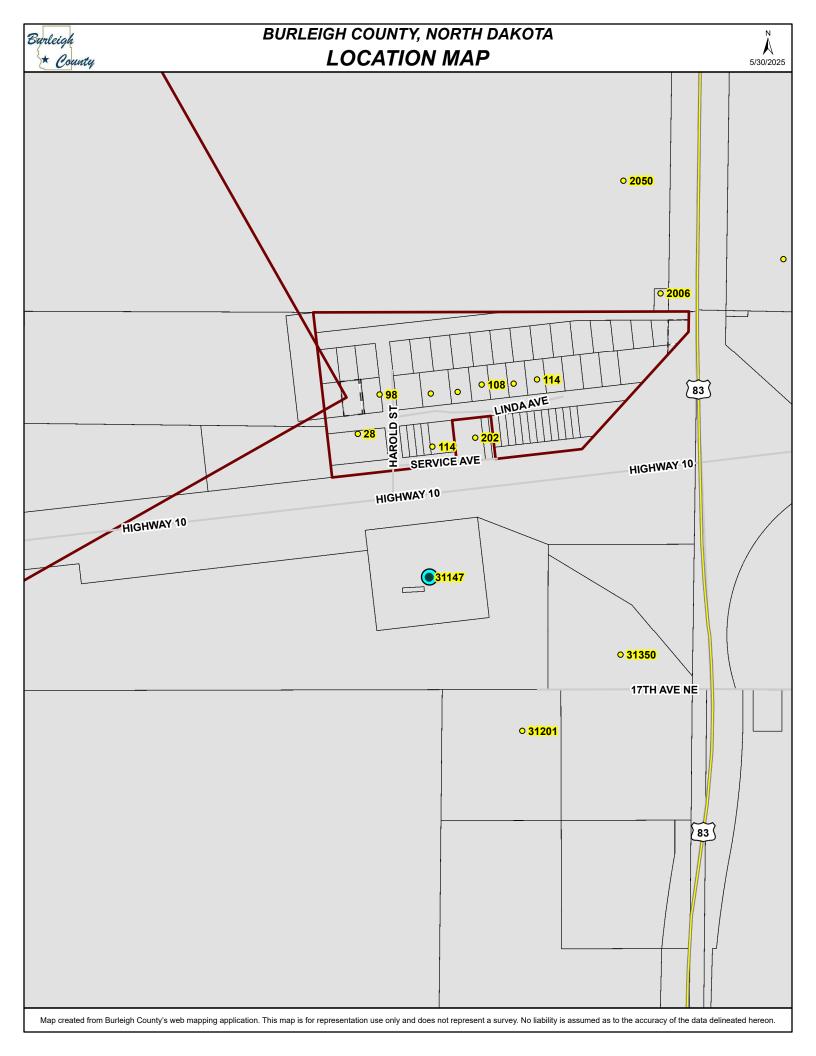
The petition for a final plat meets all administrative requirements of the Burleigh County Zoning Ordinance. Staff recommends approval of the final plat and give a "Do Pass" recommendation to the Board of Burleigh County Commissioners.

Planning Commission Action

The Burleigh County Planning and Zoning Commission can:

- 1. Approve the final plat and a give a "Do Pass" recommendation.
- 2. Approve the final plat with conditions and give a "Do Pass" recommendation after all condition have been completed.
- 3. Deny the final plat with reason.
- 4. Table the final plat for more information.

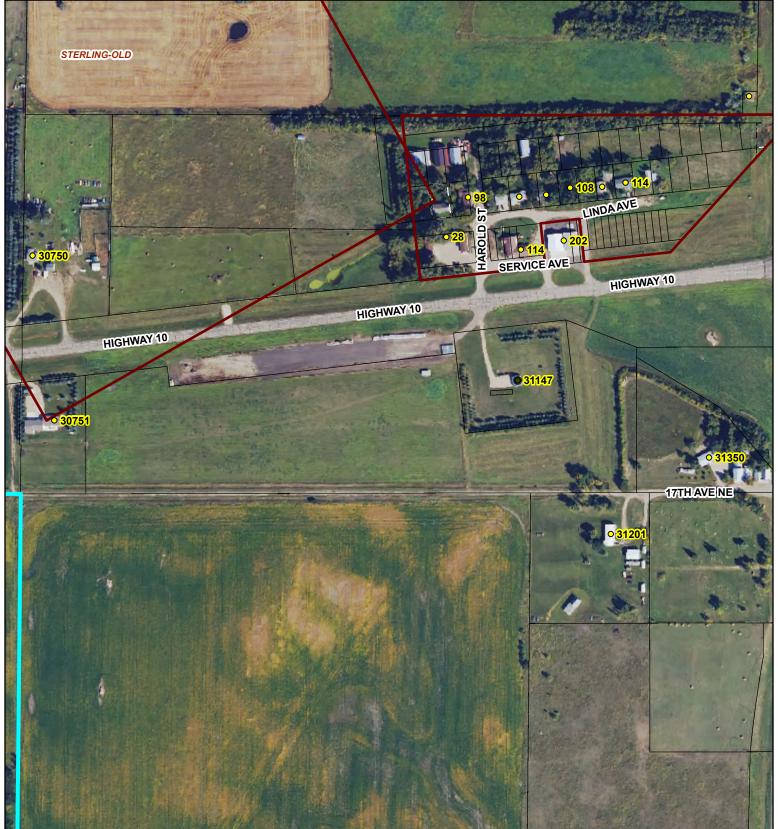






BURLEIGH COUNTY, NORTH DAKOTA LOCATION MAP





PARCEL ID: 35-139-76-00-32-400

OWNER: HEATON, LEWIS R & SHERRY L

ACRES: 160

SITE ADDRESS:

MAIL ADDRESS: 28051 10TH AVE SE, MCKENZIE, ND 58572 LEGAL: STERLING TOWNSHIP Section 32 NW1/4 32-139-76