



# BOARD OF ADJUSTMENT MEETING MINUTES

Monday, March 11, 2024 at 7:30 AM  
City Hall – 38 1st Street West Dickinson, ND 58601

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## Commissioners:

**Chairman:** Shawn Soehren  
**Vice Chairman:** Trevor Ernst  
Troy Bosch  
Pat Bren  
Bruce Burke

## CALL TO ORDER

## ROLL CALL

## OPENING CEREMONIES:

Pledge of Allegiance

### 1. STANDARD MOTIONS

#### A. Meeting Minutes

Board Member Troy Bosch motioned to approve the minutes for December 2023.

Board Member Trevor Ernst motioned second to approve the minutes for December 2023. The motion passed.

### 2. REGULAR AGENDA:

#### A. 640 12th Street West

Chairman Shawn Soehren called meeting to order and mentioned Board Members Bruce Burke and Pat Bren are absent. Mr. Soehren asked Leonard to speak on this property, it did not appear there was anyone to speak on the property. Building Official Leonard Schwindt stated this is a nonconforming sign but the owners are requesting to keep the existing structure. The height of the new sign does meet code. The applicant states in their request, that if they do not get this variance the cost is substantial and that it would impede on the parking spaces. Mr. Schwindt stated that there are a few more nonconforming signs down 12th street. Board Member Troy Bosch asked if there has been issues or safety concerns with this sign? Mr. Schwindt stated that he does not know of any. Mr. Schwindt stated that we stipulate if anything happens to this sign, that the sign then should meet current codes. Board Member Troy Bosch motioned to approve this variance. Board Member Trevor Ernst second motion to approve this variance.

### 3. OTHER BUSINESS

Building Official Leonard Schwindt asks board to consider accessory detached structures, as far as size. Mr. Schwindt stated that we have a large number of structures being approved by the board, we should look at the code to be changed, from 1200 sq ft to 1400 sq ft. Board Member Trevor Ernst asked if he has had any feedback or research done comparing other cities in North Dakota. Mr. Schwindt stated that we have similarities to other cities in North Dakota, the 1200 sq ft is similar to other cities. They just use different formulas. The Board Members requested that Mr. Schwindt send them the average lot sizes and the average size detached structures so they can review the information.

### 4. ADJOURNMENT

**Link for viewing Board of Adjustment Meeting:**  
<https://www.dickinsongov.com/meetings>

**This link will not be live until approximately 7:30 am on March 11, 2024**

**Teams Meeting:** <http://tinyurl.com/BOA-03-11-2024-Teams>


**Teams Meeting ID:** 295 610 920 520      **Meeting Passcode:** 8PFqTr

**Teams Phone #:** 1-701-506-0320      **Phone Conference ID:** 341 060 021#

**Local Phone #:** 701-456-7006

***Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator by the Friday preceding the meeting.***

Prepared By:

X   
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Nicole Snyder

Approved By:

X   
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Leonard W. Schwindt