



PLANNING DEPARTMENT

Date: November 16, 2023

Attn: Robertson Metal Recycling
195 28th Ave E
Dickinson, ND 58601
(701) 227-4947
CC: Daniel Robertson
(701) 567-3198

RE: November 2, 2023 Pre-application Meeting Response Letter

Dear Mr. Robertson,

Thank you for meeting with City staff on November 2, 2023 for a discussion regarding your development request. This letter serves as an outline of the request, a summary of the pre-application meeting discussion, and individualized responses from Planning, Buildings, Engineering, Fire Department, Assessing, and/or Public Works Departments. Links to information regarding development application processes are located at the end of this document.

In Attendance:

Reggie Robertson

Brian Robertson

Daniel Robertson

Todd O'Donnell, Senior Fire Inspector

Josh Skluzacek, City Engineer and Community Development Director

Leonard Schwindt, City Building Official

Aaron Praus, Solid Waste Manager & Interim Deputy Public Works Director

Dustin Dassinger, City Administrator

Steve Josephson, City/County Planner

Sylvia Miller, Executive Assistant to the Community Development Director

Matthew Galibert, City Planner

Loretta Marshik, Assistant City Engineer



Project Description:

Staff approached the property owner in order to inform them of the requirement to apply for a Special Use Permit to allow Heavy Industrial uses in the General Industrial zoning district. The property owner wished to fully exchange information regarding the development plan to upscale the intensity of the current metal recycling operations and any possible requirements or concerns of the City of Dickinson. The intention, as stated by Robertson Metal Recycling, is for the addition of larger metal shredding apparatus; the purpose for which is to recycle metal equipment, vehicles and similar or incidental implements.

Concerns regarding potential noise nuisance apropos of nearby land uses and general traffic impacts. These concerns are being addressed through the pre-application meeting and response letter, and may lead to further coordination and/or conditions placed upon a Special Use Permit to run with the land.

Documents provided to the City of Dickinson at the time of the development meeting:

- Print presentation: brochure of the equipment and installation.

Listed below are the City of Dickinson's comments related to your pre-submittal request:

Planning:

The property is zoned General Industrial (GI) and it is located in the Energy Center 1st Addition Subdivision. An auto salvage and recycling processing operation is currently operating on the property. The addition of the proposed large metal shredder could potentially create the noise and vibration associated with a Heavy Industrial Use as described in Section 39.03.009 of the City Zoning Code. A Heavy Industrial Use in the GI zoning district requires approval of a Special Use Permit (SUP) by the City Commission. City Development staff is requesting the property owner apply for a SUP. Approval of a SUP would ensure this project will not conflict with surrounding development and would include conditions that could mitigate effects of operations that could adversely impact both the residential zoning districts located approximately one mile northwest of the property as well as the General Commercial zoning district within the vicinity of the property.

Special Use Permit (SUP) Application: Information regarding how to apply for a SUP and the Planning and Zoning Commission meeting dates is provided at the end of this document. In addition to addressing the criteria listed in Table 12-1 as found in Section 39.12.003 of the City Zoning Code, the applicant shall also provide information regarding how noise generated by operations will be limited. Any barrier wall and/or enhanced screening shall be displayed on the SUP site plan. The applicant shall also address information regarding anticipated truck routes and truck volume.



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In addition to noise generation and traffic impacts, Development staff recommends the SUP application address the followings:

- Electricity consumption;
- Frequency/risk/impact of potential on-site explosions from flammable chemicals; and
- Measures to be taken to negotiate with any concerned nearby property owners.

The general timeline for approval of a special use permit is as follows:

- One Planning & Zoning Commission public hearing with 15 days public notice
- Final approval of the SUP resolution at City Commission.

When applying, please submit all materials by the first Friday of the month preceding the desired Planning & Zoning Commission meeting date. As of the date of this letter, the next available meeting is January 17, 2024. For that meeting, please apply by December 1st.

In addition to the required items listed above, a complete application shall include the following documentation:

- Pre-Application Date / Response Letter;
- Transmittal letter / narrative describing proposed operations/activities and reasons for the application;
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner; and
- A .pdf of the site exhibit, at not less than 1" = 20' scale

Engineering:

- Floodplain
 - Not applicable to this property
- Water
 - Service line from the water main in 28th Ave E
 - Fire suppression service lines shall be separate from the service line. If a fire hydrant is required, an easement shall be provided for the fire hydrant to ensure access by City of Dickinson staff. Any fire hydrants shall be owned and maintained by the City of Dickinson, but the owner is responsible for the engineering, design, permitting, and installation of all mains and fire hydrants. Please provide your average and peak demand with the time of day you intent to utilize the water being you mentioned your current plans are to utilize the most water at night.
 - Water mains, fire suppression service lines, and services shall be design and constructed as per Article 38 of the Water and Sewers ordinance. These shall also be permitted to meet all North Dakota Department of Environmental Quality requirements.



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- Sanitary Sewer
 - Service line can connect to the main in 28th Ave E.
 - Sanitary sewer and services shall be design and constructed as per Article 38 of the Water and Sewers ordinance. This shall also be permitted to meet all North Dakota Department of Environmental Quality requirements.
- Storm Sewer
 - Storm sewer design and a storm water report will not be required being the site is changes are minimal.
- Geotechnical/Foundation
 - Please provide any Geotechnical and/or foundation engineering drawings, reports, or other documents you have prepared.

Assessing:

No comments.

Fire Department:

No comments.

Parks & Recreation:

No comments.

Public Works:

No comments.

Buildings Official:

- Building fire suppression requirements by the City of Dickinson are not more required than the International Building Code.
- A building permit application will be required to follow the City of Dickinson Municipal Code
- Plumbing inspections will be provided by the City of Dickinson.
- Electric inspections will be provided by the State of North Dakota.

This letter assumes to be specific to only property owned and operated by those represented by Andrew Schrank in these matters. It also assumes no other significant changes from what is included in the background information and request to the City of Dickinson. If significant changes from what is included in this letter occur, the City of Dickinson recommendations and requirements will likely change.



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City GIS maps:

<https://cityofdickinson.maps.arcgis.com/home/index.html>

Municipal codes directory:

<https://www.dickinsongov.com/government/page/municipal-code>

Upcoming Planning & Zoning / City Commission meetings:

<https://www.dickinsongov.com/meetings>

Applications Portal:

<https://www.dickinsongov.com/government/page/application-portal>

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew P. Galibert".

Matthew P. Galibert
City Planner

A handwritten signature in black ink, appearing to read "Joshua M. Skluzacek".

Joshua M. Skluzacek
Engineering and Community Development

Please do not hesitate to contact staff further.

Planning: 701.456.7812 / matthew.galibert@dickinsongov.com.

Community Development Administration: 701.456.7020 / sylvia.miller@dickinsongov.com