

Comprehensive Plan

QUALITY OF LIFE



SERVICES



OPPORTUNITIES



ORDERLY GROWTH



City of Bottineau

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Bottineau Comprehensive Plan

Adopted September 25, 2013

Introduction

The City of Bottineau has long been a regional hub for north central North Dakota and has maintained its reputation as the State's four seasons playground. The explosion of oil activity in the center of the Bakken formation continues to spread east towards Bottineau, which has already experienced some of the effects of the oil boom. While it is important to plan and prepare for the high potential of a long-term oil boom, the identity of Bottineau and its long term success are much more than oil. Bottineau will continue to be an agricultural center, will steadily grow as a commercial retail and service hub, and will continue to enhance its image as the gateway to the Turtle Mountains and a recreational hub of its own.

This plan looks at current development needs and also considers the next twenty to thirty years. This plan acknowledges that, in the future, Bottineau will feature a strong, diverse economy and will continue to be a close-knit community with a lively downtown and various recreational opportunities. As an important aspect for guiding future changes, this plan remains flexible as adjustments may be necessary. Job growth in the region may change, along with corresponding housing and commercial needs.

This comprehensive plan outlines Bottineau's goals, objectives, and policies. It establishes a future land use plan, defines future transportation improvements, enhancements to the recreational system, and lists steps that will move the city towards achieving short and long-term goals. This plan is also a guide for making decisions on proposed developments within Bottineau's zoning jurisdiction.



Figure 1: Local Mural



Planning Process

This comprehensive plan is the product of a nine month planning process that included three input meetings geared to Bottineau residents, city staff, and city officials.

Public Input Meeting #1

The initial public input meeting was held February 13, 2013 at the City Armory. During the meeting over 40 residents and city officials were provided with an overview of the comprehensive planning process and with a review of existing demographic and geographic information. Attendees participated in two breakout sessions to express their values and concerns about their community and to formulate a future vision for the community. Participants then worked on city base maps, considering and marking locations for various future land uses.



Figure 2: Public Input Meeting

Land Use Alternatives Refined

Based on the public input and community data, maps showing two land use alternatives were prepared. Both maps were presented to city officials April 9, 2013 at the City Armory. After a review of opportunities and constraints to growth, participants considered the future land use maps. The meeting resulted in a single preferred land use plan.

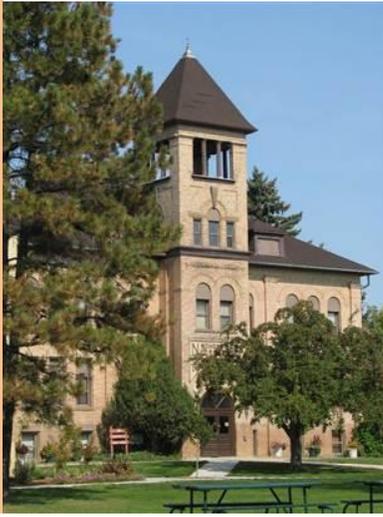
Public Input Meeting #2

On June 25th 2013, the draft comprehensive plan was presented to the community for review and input. Following a presentation regarding the planning process, proposed land use, policy language, transportation element, and recreation element, participants asked questions and provided comments. Written comments were also collected. Comments resulted in the refinement of policy implementation responsibilities and minor adjustments to the land use plan.



Community Overview Summary

History



Bottineau is a city of significant historical importance within the regional and the State. For nearly 110 years it has been home to the State Forestry School, which has since become the Dakota College at Bottineau. It's historical and current ties to the railroad remain evident as the town grain elevators are regional landmarks. The historical downtown contains many buildings built from the 1890s through the 1930s, several of which hold significant cultural value.

Figure 3: Old Main on the campus of the Dakota College at Bottineau. *Source: nbcnews.com*

Existing Land Use

The majority of the community is located north of State Highway 5. However, two to three blocks extend south of State Highway 5, including single family residential from Elm Street to Sinclair Street. Highway oriented commercial uses exist in various locations along both sides of State Highway 5. North of State Highway 5, the city predominately consists of single family detached residential housing. A small number of multiple family residential housing units are spread throughout the residential area north of State Highway 5, consisting primarily of low-rise (1-2 story) apartment buildings. Beginning approximately four blocks north of State Highway 5 along Main Street is the City's central business district or downtown, consisting of retail commercial, service commercial, and government buildings. Across the railway from the downtown, an industrial area is located with an associated rail spur and grain elevators. Adjacent to the downtown to the northwest are the Bottineau City and County government offices, the library, and St. Andrew's Health Center (the local hospital). Outside of the City Limits and within the City's one mile extraterritorial area (ETA), agriculture is the predominant land use. The main crop is wheat. Four drainages run from the Turtle Mountains and south through the ETA and the city. The most notable creek is Oak Creek, which runs through the center of the community. Located on the City's northwest edge is property owned by the North Dakota Forest Service, within which is located the City's Forestry Park. On the west side of the Forest Service's property is "The Preserve" subdivision, which was undergoing construction as of 2013 and includes 36 lots designed for single family detached, twin homes, duplexes, and triplexes.

Bottineau has applied its zoning designations to land within city limits and in the surrounding ETA. There are seven existing zoning districts, including four residential districts, two commercial districts, and a "Manufacturing" district.



Population

Bottineau is the County seat of Bottineau County and is the largest city in the County, making up over 34% of the total County population. The City experienced a gradual increase in population until the 1980s, when the population decreased until the past decade. The City's population has been stable over the past two years. A large portion of the population is between 30 years of age and 64 years of age. In the next five to ten years, as much as a third of this segment will likely be leaving the workforce and entering retirement.

Housing

Housing is more affordable in Bottineau than the rest of the State when considering housing costs as a proportion of income. The federal government considers 30% or more of household income spent on housing as unaffordable. Over 70% of homeowners in Bottineau spend less than 20% of their income on housing compared with 50% of homeowners in the State. Another factor could be that a higher percentage of home mortgages are already paid off, given the higher than average median age within the City of Bottineau.



Figure 4: Older single family residence near downtown

Affordability for renters in Bottineau is a much different picture than home ownership. Nearly 70% of renters in the city spend at least 30% of their income on rental costs alone. This fact is unique in the State, where less than 50% of renters spend at least 30% of their income on rental costs. The relatively high cost of rental housing in Bottineau makes it difficult for college students, young adults, seniors, and others that may be on limited incomes. Factors that may contribute to the high cost of rental housing may include a lack of supply within the city or a rise in demand as a result of the energy boom.

Infrastructure

The City is currently served by a sanitary sewer system and a municipal water system. Recent upgrades to the sewer system and the general topography of the area will allow some areas to access the sewer system on a more cost efficient basis than others. Areas generally within the eastern portions of the city, and some areas outside of the city limits south of the airport and south of Highway 5 to 1/3 mile west of Sinclair Street have the potential to be served by extensions to the existing sewer system on a gravity-flow basis. Other areas would require costly upgrades (lift stations, major trunk lines, etc.) to make sewer service available.

Water Resources

The Oak Creek and Stone Creek drainages have mapped flood zones throughout much of the City and the ETA. While the flood zone associated with Oak Creek is generally confined to the outer banks of the stream, the flood zone associated with Stone Creek is largely unconfined and represents a significant barrier to development on the west side of the City.



Since 2005, traffic levels in Bottineau have increased along Highway 5, yet other City and County routes have maintained consistent levels. As of 2012, traffic levels on Highway 5 have increased over 20% since 2005. Truck volumes decreased from 2004 to 2009. However, since 2009, truck volumes have consistently increased and as of 2011 are very close to 2004 levels. Continuous traffic volume increases will eventually exceed the carrying capacity of existing intersections, creating the need for turn lanes and other intersection improvements such as signalization.

Block sizes within most of the community are consistent with the traditional grid layouts common to many older communities. These smaller blocks provide a very high level of access, especially within the downtown where pedestrian and bicycle access demands are high. Access to undeveloped areas on the west side of the City and the ETA is notably constrained. These access limitations can restrict where new development will occur. Areas with existing street connections are much more cost effective to develop and result in increased safety as a result of increased access.

Analysis of crash data shows some noticeable patterns. A relatively high number of crashes have occurred along Main Street from 4th Street to 7th Street. These crashes have mostly involved junction-related crashes, but the segment also has a relatively high number of non-junction related crashes. This segment of the road includes the downtown portion of the city. The intersection of Main Street and 5th Street in particular involves the highest crash rate of any intersection within the city or the ETA.

Bottineau utilizes truck routes to minimize truck impacts upon the city’s residential neighborhoods, schools, and downtown. Existing truck routes take truck traffic around the city utilizing 13th Avenue, 11th Avenue, and 98th Street to access the grain elevators from the north. Routes also take truck traffic through the center of the community, avoiding Main Street and most residential streets to reach State Highway 5 from 98th Street.

A northern spur of the Burlington Northern Santa Fe railroad passes through the city and the ETA from the southeast to the northwest. The relatively high number of crossings (six) allows

for alternative locations to cross the railroad in case one crossing or multiple crossings are blocked. Each crossing also poses a risk for conflicts with traffic. All crossings are currently at-grade and no plans currently exist to build an overpass or underpass. Significant segments of the railroad within the city are adjacent to residential areas. Although train horns are necessary for traffic safety, they are noisy and regarded by many residents as an annoyance.



Figure 5: Railroad crossing within town.



Constraints and Opportunities

Demographics, transportation, infrastructure, housing, water resources, and other natural resources are all important issues that present a number of constraints and opportunities to the city's future. Figure 6 provides a basic visual perspective on some of the more critical constraints and opportunities to future development in the city's jurisdictional area.

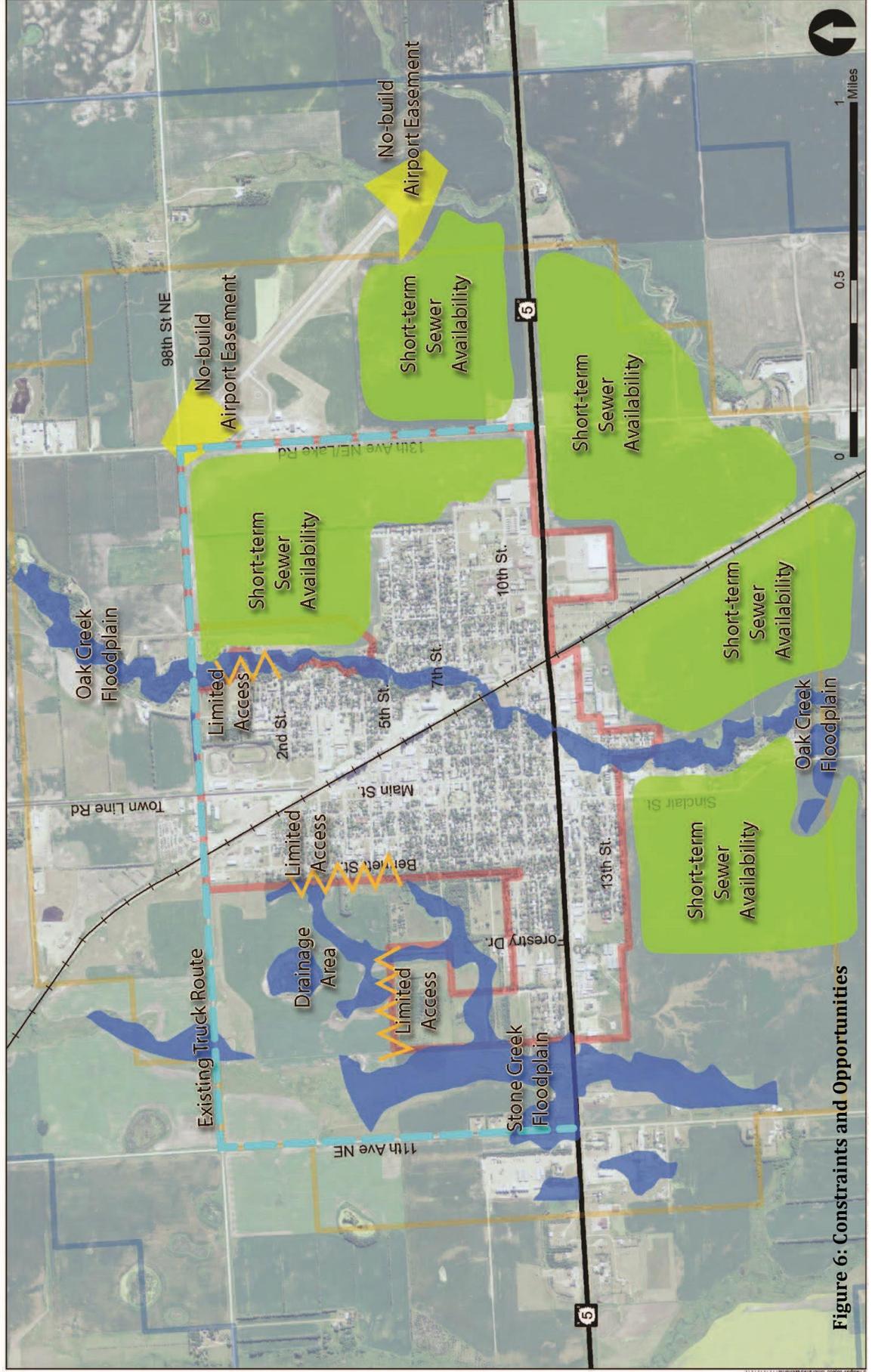


Figure 6: Constraints and Opportunities

2043 Projections

Bottineau is located on the eastern edge of the Bakken oil formation and is already experiencing some of the effects of the energy boom, including increased traffic and employment in the area. State projections for oil wells include a 400% increase in the number of wells in Bottineau County by the year 2043. Employment directly related to energy production is projected to increase from approximately 1,000 existing jobs in the County to over 2,400 in 2043, an increase of over 130%. A significant share of this employment can be expected to occur within Bottineau, the County's largest city and its economic hub.



Figure 7: Oil activity in Bottineau County

A benefit of planning ahead of the energy boom in Bottineau County, the City is able to position itself so as to prevent some of the potentially negative consequences of sharp growth and dominance by the energy sector. This planning project will also allow the City to take advantage of opportunities associated with the oil boom as rapid growth occurs and avoid incompatible land use patterns.

Known as “crowding out”, sharp growth and dominance of the energy sector can push average wages up and can consume a region’s employment base. This can lead to higher housing costs, a lack of basic service employees, and the minimization of basic commercial services such as grocery stores, restaurants, or day care centers. Agriculture, manufacturing, and other economic sectors may also feel the crunch due to the higher cost of living and the employee shift to the energy industry. The crowding out effect is currently being experienced in cities like Williston, Watford City, and Dickinson.

Bottineau currently enjoys a diverse economy based in agriculture, recreation, government, and energy. However, the energy sector in Bottineau will likely remain a much smaller percentage of employment compared to other communities located in the middle of the Bakken formation.



Figure 8: Agriculturally-related industry in Bottineau

In 2012, North Dakota State University formulated population, housing, and employment projections to 2036 for the greater Minot region and Bottineau County. The study projects steady growth in Bottineau County through 2020, 1.4% in permanent housing growth annually and 1.3% population growth annually. After 2020, the population and housing



growth rate is expected to decline to 0.4% annually by 2036. It is important to note that this initial rate of growth through 2020 (1.3%, 1.4%) represents modest growth, especially when compared to the growth experienced in the central portion of the Bakken formation where growth rates have exceeded 3% annually.

Existing and historical population, housing, and employment data help to paint a picture of how the community might grow or decline in the next thirty years. Projections are used to help inform the public and decision makers in providing input on future land use needs. It is important to note that the land use plan is not limited to what the projections show, they are instead utilized to gauge the general long term needs for various land uses. Low, medium, and high projections were formulated to gain an understanding of the range of growth or decline to be expected over the next thirty year period. The NDSU study was instrumental in creating the following projections. As a result of NDSU and energy-related State models, all of the projections assume more aggressive growth in the short term (5-10 years), with the growth rate declining by 2020.

2043 Population

Given the potential for economic activity in the Bottineau area to exceed current expectations as shown in the NDSU study, the recent growth rate of the city of Minot was utilized to envision a high growth scenario. The medium scenario was forecast in between that of the NDSU study and high growth scenarios.

Table 1: Population Projections

	2010	2023	2033	2043
NDSU	2,211	2,615	2,722	2,833
Medium	2,211	2,795	2,999	3,136
High	2,211	2,974	3,275	3,440

2043 Housing

Permanent housing projections are also informed by the NDSU study for the low growth scenario. The 2012 North Dakota Statewide Housing Needs Assessment: Housing Forecast made available by the State Housing Finance Agency projects housing growth in Bottineau County to range from 20% to over 30% by 2025. Where the NDSU study or low scenario is closer to 15% growth by 2025, both the medium and high growth scenarios involve housing growth over 20% by 2025.

NDSU projects temporary housing demand to increase until 2025 and to decrease thereafter until 2030, when demand should be negligible. For the City, the provision of temporary housing may be important until 2025 in order to avoid the potential “crowding out” of other housing in the City. Without



temporary housing opportunities, energy-related workers may fill up hotel rooms, apartments, and single family homes, thus driving up hotel room costs, rental costs, and housing costs. Temporary housing solutions may involve adaptive reuse of temporary housing facilities into hotels, or careful planning to ensure the removal of temporary housing facilities at the end of their useful lifespan.

Table 2: Permanent Housing Projections

	2010	2023	2033	2043
NDSU	1,117	1,261	1,312	1,349
Medium	1,117	1,334	1,431	1,478
High	1,117	1,407	1,550	1,607

2043 Employment

Not only is there a potential for energy development in the Bottineau area to exceed past expectations, the demand for employment may also increase due to the population shift in the next fifteen years as baby boomers (people born between 1946 and 1964) enter into retirement. However, due to the nature of oil activity, there is also a potential for many energy-related jobs to be located in the unincorporated County rather than in the city. The NDSU study informs the medium growth projection, while the low growth scenario reflects the potential for much of the employment growth to occur outside of the city.

Table 3: Employment Projections

	2010	2023	2033	2043
Low	2,043	2,161	2,214	2,283
NDSU	2,043	2,388	2,604	2,840
High	2,043	2,549	2,884	3,263

Future Land Use Needs

To accommodate the changes indicated by projected increases in housing and population, future land use should be carefully considered. It is important to note that future land use projections are based on several assumptions which can vary and thus change the outcome. Since the majority of new industrial and commercial development is not expected to be built on existing vacant lots within the city, new development will cause the community to expand outwards. Therefore, at least 20% of a community's growth area (the nationwide average) should be assumed for new commercial and industrial development.

The current percentage of multiple family developments in the city is 5.58% of all residential development, compared with single family development, which is 94.42%. As the demand for rental

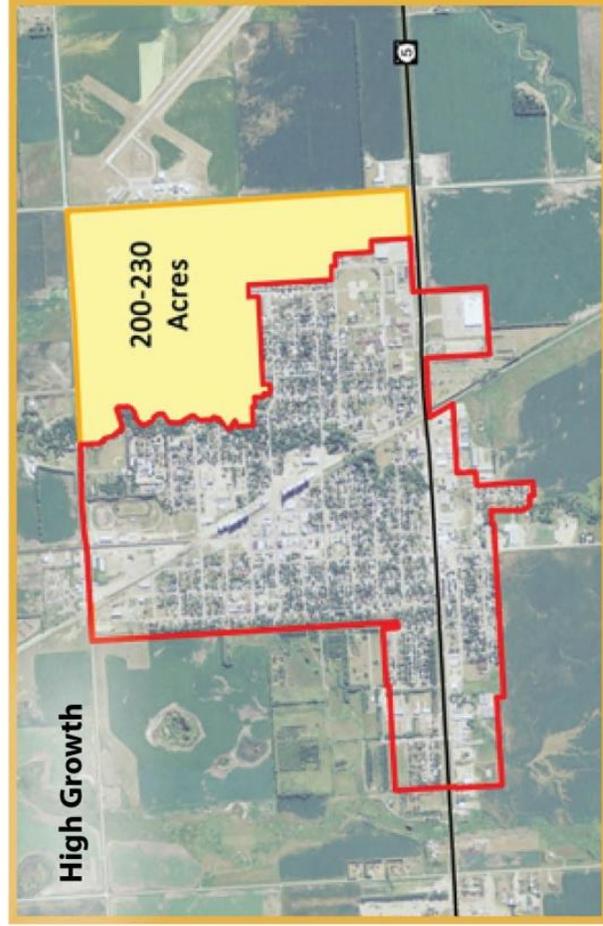
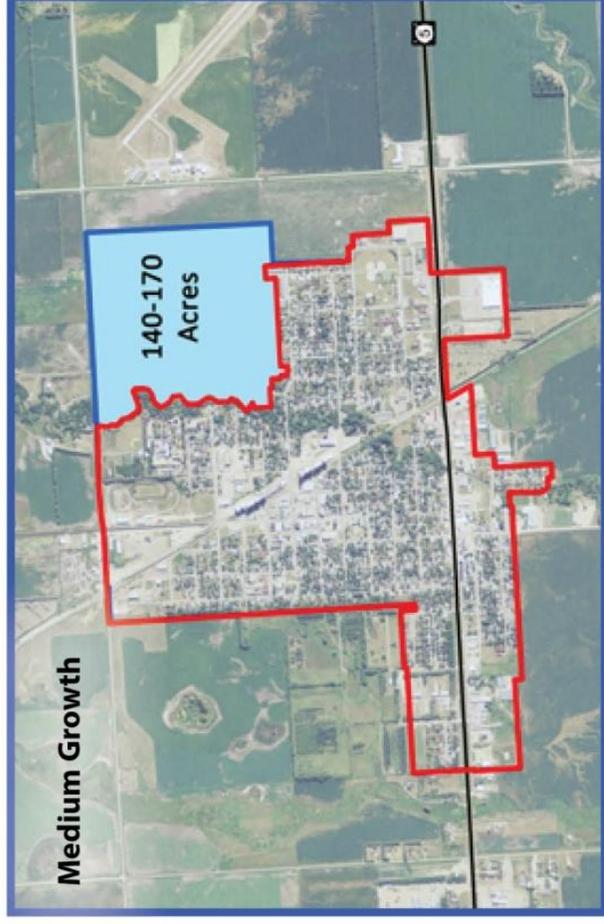


units increases, it is expected that the percentage of multiple family developments in the city will also increase. It is likely that the mix of residential development in 2043 will be approximately 80% single family residential and 20% multiple family. As baby boomers retire and as energy-related employment increases, the demand for more affordable and easier to maintain housing will grow.

Figure 9 depicts the land area necessary to accommodate the low growth, medium growth, and high growth scenarios. It is important to note that the figure is not intended to show where growth will go; it simply shows the approximate acreage needed for each growth scenario.



Figure 9: Urban development projections



This graphic represents the land area necessary for each growth scenario. The totals include projected commercial, industrial, and residential development in 2043. It is important to note that these diagrams assume orderly development with no infill. It is likely that new development will be more sporadic as to the location within and around the City. The projections also do not factor in institutional uses, including governmental, educational, and religious institutions.

Community Vision

A city's vision for the future is laid out in the comprehensive plan. As a result of input from Bottineau residents, four themes have been identified that portray the community's collective vision: quality of life, orderly growth, opportunities, and services. The vision Statements articulate a shared sense of purpose, and help the people of Bottineau to establish the goals and objectives they wish to achieve.

Orderly Growth

The City of Bottineau will encourage compact growth and infill development of residential and commercial development to stimulate reinvestment within the community's core and promote fiscally responsible development within new growth areas. Growth will be guided to areas with proximity to public sewer and water facilities and where agricultural and natural resources can be protected and preserved. Special focus will be given to the downtown core for growth and redevelopment in order to maintain a lively town center.

Opportunities

The City of Bottineau will function as a location and gateway for regional outdoor recreational opportunities, while supporting and expanding the existing foundation of the agricultural, retail, and service economy as the community grows to accommodate a new diversity of opportunities.

Services

The City of Bottineau provides a home for quality education, safety services, medical facilities, recreational facilities, and government operations, and strives for the preservation and improvement of these services.

Quality of Life

The City of Bottineau is a community where pride, friendliness, and small town charm are highly valued. These values will continue to be reflected in all aspects of the community, including environment, character, and aesthetics.



Figure 10: The vision for the future



Goals, Objectives, & Policies

Based on input from city officials, the public, and analysis of existing conditions, a series of goals, objectives, and policies were tailored for Bottineau. These goals were developed to provide broad-spectrum coverage of the issues that are important to all Bottineau residents. In addition to the responsible parties provided in the below table, community groups should be considered as a valuable partner and champion of many of these goals.

Orderly Growth: Growth Management Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core. Encourage investments to properties in disrepair.	Implementation Action(s)	Responsibility
Goal Objective	Short Range: Explore incentive programs and funding sources for the reuse and redevelopment of existing buildings and properties. Short Range: Communicate with other cities that have successful downtown redevelopment and reuse programs to learn some best management practices. Long Range: Implement best practices and programs.	Staff Economic Development Corporation
Policies Promote the reuse and redevelopment of existing under-utilized properties and buildings.		



Responsibility	Implementation Action(s)	
<p>Orderly Growth: Growth Management</p> <p>Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.</p> <p>Encourage the development of well planned residential, commercial and industrial growth within the City.</p>		
<p>Goal</p>		
<p>Objective</p>		
<p>Policies</p>	<p>Promote orderly growth within the City of Bottineau and its Extraterritorial Area.</p>	<p>Create a subdivision ordinance or amend the zoning code into a land development code with both zoning and subdivision regulations. Local subdivision regulations will ensure the implementation of the recommendations presented in the Comprehensive Plan. Adopt the ordinance language.</p> <p>Ensure that appropriate zoning is applied to areas designated as mixed-use commercial and medium-density residential in the land use plan.</p> <p>Amend the R-4 Zoning District to establish a minimum density of 10 units per acre for multiple dwelling units. Ensure that the minimum density is met when new residential development is reviewed.</p>
<p>Staff Planning Commission</p>		
<p>Staff Planning Commission</p>		



<p>Orderly Growth: Growth Management</p> <p>Goal</p> <p>Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.</p>	<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Policies</p>	<p>Review development applications for consistency with adjacent or surrounding neighborhoods. Amend the zoning code to include this requirement for all development proposals including conditional use permits and planned unit developments.</p>	<p>Staff Planning Commission</p>
<p>When reviewing development proposals adjacent to and within existing neighborhoods, ensure that the development demonstrates compatibility with, and sensitivity to, existing neighborhood characteristics in terms of housing, quality, density, building height, placement, scale and architectural character.</p>	<p>Consider developing and adopting zoning ordinance language establishing setback averaging to promote cohesive site development. Setback averaging involves using the setbacks of existing structures to create a new "average" setback that is more or less consistent with existing structures in a certain area.</p>	



Responsibility	Implementation Action(s)	
Staff Planning Commission City Council	Utilize the future land use plan as a tool when working with landowners and potential developers during preliminary discussions and through the approval process.	
	Approve zoning changes that are consistent with the adopted future land use plan, and keep the plan current.	
Staff	Promote new development in areas contiguous to city limits, areas to be annexed to the city.	
City Engineer Planning Commission City Council	Adopt policies requiring the construction of street and utilities into growth areas prior to the occupancy of the structures.	
	Annually monitor the condition and capacity of existing systems that provide services to the new growth areas, and prioritize upgrades.	
Orderly Growth: Growth Management Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.	Direct land uses to areas which are consistent, orderly, and complimentary to existing natural features, compatible with adjacent land uses, and of appropriate density for the area.	Guide new development towards clearly defined growth areas according to an adopted future land use plan.
		Coordinate phased construction of infrastructure improvements with future city growth patterns.
Goal Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.	Objective Direct land uses to areas which are consistent, orderly, and complimentary to existing natural features, compatible with adjacent land uses, and of appropriate density for the area.	Policies



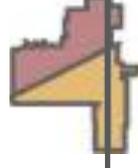
Orderly Growth: Growth Management		<i>Implementation Action(s)</i>	<i>Responsibility</i>
Goal	Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.		
	Encourage a contiguous development pattern to avoid leapfrog or checkerboard development.	Follow the Land Use Plan and goals and objectives as outlined in the Comprehensive Plan when reviewing development proposals and considering proposals for approval.	Staff Planning Commission City Council
	Consider the orderly annexation of new lands into city limits as needed to provide city services and infrastructure.	Annex growth areas into the city in conjunction with the extension of city services and the construction of new streets.	Staff City Engineer City Council
Objective	Promote development in a manner that does not cause adverse effects to surrounding land uses from noise, trucks, odor, etc. as a byproduct of new developments.		
Policies	Ensure that new industrial development is located in areas that have sufficient access for heavy truck traffic, and the site plans allow for the appropriate room for truck circulation and parking.	Utilize the future land use plan as a tool when working with landowners and potential developers during preliminary discussions and through the approval process. Require submittal of site plans as a building permit requirement and initiate a site plan review process for all commercial, industrial, and multiple family residential developments.	Staff Planning Commission



Orderly Growth: Growth Management		Implementation Action(s)	Responsibility
Goal	<p>Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.</p> <p>Ensure that the location and potential access points for new development do not create the potential for truck traffic to impact the downtown core or residential neighborhoods.</p> <p>Consider the establishment of residential protection standards within the zoning ordinance to require buffers between higher intensity commercial and industrial areas and lower intensity residential areas.</p>	<p>Add subdivision requirements for commercial and industrial developments so truck traffic impacts are minimized.</p> <p>Translate the Comprehensive Plan access management concepts into subdivision regulations.</p> <p>Create residential protection buffer standards to add barriers between high intensity uses and residential land uses.</p>	<p>Staff Planning Commission</p> <p>Staff Planning Commission</p>
Objective	Promote the revitalization of Bottineau's downtown to stimulate further prosperity.		
Policies	Maintain historic buildings and encourage the reuse of underutilized historic buildings within the downtown core.	<p>Short Range: Prepare a historical inventory of sites and structures within Bottineau. Consider applications to the National Register of Historic Places and the creation of an historic district.</p> <p>Long Range: Define procedures and criteria for the redevelopment of historical sites and structures.</p> <p>Long Range: Develop financial assistance programs for the redevelopment of historical buildings that preserve the original character.</p>	<p>Staff Planning Commission City Council Economic Development Corporation</p>



<p>Orderly Growth: Growth Management</p> <p>Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.</p>	<p>Implementation Action(s)</p>		<p>Responsibility</p>
<p>Goal</p> <p>Promote a wide spectrum of mixed-uses to include cultural/entertainment, residential, office, and retail/services that provide a unique, local flavor and encourage a pedestrian environment.</p>	<p>Continue to utilize the C-2 Central Business District to achieve mixed-use development in the downtown area.</p>		<p>Staff Economic Development Corporation</p>
<p>Identify redevelopment and infill opportunities within and surrounding the downtown area. Encourage the development of multiple family residential and commercial uses that will contribute to a vibrant and economically stable downtown.</p>	<p>Short Range: Complete a lot inventory of the downtown and surrounding area to identify potential redevelopment and infill sites.</p>	<p>Staff Economic Development Corporation</p>	
<p>Policies</p> <p>Promote establishments within the downtown area (i.e. boutique retail) that will attract residents and visitors. Allow business hours to be extended so that residents and visitors may have additional opportunities to support Bottineau's downtown establishments.</p>	<p>Long Range: Utilize the results of the study as a development tool when working with potential developers.</p>	<p>Staff Economic Development Corporation Chamber of Commerce</p>	
<p>The height and scale of a new building or structure and any addition to an existing building in the downtown core should be compatible and harmonious with the character of surrounding buildings.</p>	<p>Work with the Bottineau County Economic Development Corporation to complete a market analysis.</p> <p>Consider establishing a downtown partnership of business owners. Utilize the partnership to create guidelines and programs for the collective benefit of businesses in the downtown.</p> <p>Study and utilize existing resources to formulate guidelines for compatible and harmonious development in the downtown core. Geographically define the downtown core as an area for unique zoning requirements and other government focus.</p>	<p>Staff Planning Commission</p>	



Orderly Growth: Growth Management	Implementation Action(s)	Responsibility
<p>Goal</p> <p>Bottineau will support community growth to occur in a contiguous and orderly manner while preserving the City's core.</p> <p>Policies</p> <p>Off-street parking should be to the rear or side of a building or within a parking complex in order to promote traditional downtown design and feel.</p>	<p>Develop and adopt zoning ordinance language that prohibits parking lots located within the front and side yards.</p>	<p>Staff Planning Commission</p>



Orderly Growth: Housing		Implementation Action(s)	Responsibility
Goal	Bottineau's existing housing stock contributes to the community's character and sense of place by providing a diversity of affordable living options.		
Objective	To maintain the character of existing housing and residential neighborhoods.		
Policies	Support consistency in the lot sizes for single family residential neighborhoods.	Amend the zoning districts to provide a maximum lot size in addition to the minimum lot size for residential districts.	Staff Planning Commission
	Monitor the quality of the existing housing stock through uniform and consistent code enforcement.	Short Range: Appoint a public official to identify, catalog, and address problem properties. Carry out inspections and enforcement.	Building Inspector Planning Commission City Council
		Short Range: Consider the creation of a property maintenance code, particularly aimed at residential properties. Long Range: Adopt the property maintenance code.	
Objective	Identify potential locations for affordable housing opportunities within the city.		
Policies	Encourage higher density, multiple family housing near major activity centers and Dakota College.	Utilize the future land use plan as a tool when working with landowners and potential developers during preliminary discussions and through the approval process.	Staff Planning Commission
	Broaden the variety of higher density housing types through dimensional and use standards within the zoning ordinance.	Modify the zoning ordinance to set density standards (units per acre) for the four residential districts.	Staff Planning Commission



Orderly Growth: Housing	Implementation Action(s)		Responsibility
<p>Goal</p> <p>Bottineau’s existing housing stock contributes to the community’s character and sense of place by providing a diversity of affordable living options.</p>	<p>Draft and adopt ordinance language allowing accessory dwellings and granny flats as permitted or conditionally permitted uses in the appropriate districts.</p>		<p>Staff Planning Commission</p>
<p>Policies</p> <p>Provide development incentives and identify private and public funding sources to incentivize affordable housing projects in order to provide affordable housing.</p>	<p>Short Range: Research available programs and funding sources.</p> <p>Long Range: Initiate applicable programs within Bottineau.</p> <p>Development incentives may include height or density bonuses; relaxation of parking requirements; fee waivers, or expedited city approvals. Consider utilizing development agreements to ensure both parties carry out each end of the agreement.</p>		<p>Staff Planning Commission City Council</p>



<p>Orderly Growth: Infrastructure</p>	<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Goal</p> <p>Bottineau will continue to protect the quality of life, while providing for future growth by developing a cost effective approach to address new and deteriorating infrastructure.</p>		
<p>Objective</p> <p>Protect the quality of existing infrastructure as additional demands are placed on the system due to addition of new growth.</p>		
<p>Develop and prioritize long term infrastructure replacement projects.</p>	<p>Short Range: Develop a Capital Improvements Plan. Long Range: Continually monitor and update the Capital Improvements Plan as development needs require.</p>	<p>City Engineer</p>
<p>Seek additional funding mechanisms (loans and grants) to help reduce the impact of infrastructure replacement on taxpayers.</p>	<p>Short Range: Research available programs and funding sources. Long Range: Initiate applicable programs within Bottineau.</p>	<p>Staff City Engineer</p>
<p>Policies</p> <p>Encourage developers to help with infrastructure replacement through the use of development incentives.</p>	<p>Development incentives may include height or density bonuses; relaxation of parking requirements; fee waivers, or expedited city approvals. Consider utilizing development agreements to ensure both parties carry out each end of the agreement.</p>	<p>Staff Planning Commission City Council</p>



Orderly Growth: Infrastructure		Implementation Action(s)	Responsibility
Goal	Bottineau will continue to protect the quality of life, while providing for future growth by developing a cost effective approach to address new and deteriorating infrastructure.		
Objective	Provide quality infrastructure and city services to new growth areas without burdening the existing system.		
Policies	Limit growth areas, particularly in the short term, to areas where infrastructure can adequately support additional development.	Short Range: Utilized the adopted land use plan and phasing plan as a tool for growth. Short Range: Conduct a study of the existing infrastructure system, including a future needs analysis. Long Range: Update the infrastructure study and phasing plan as needed.	Staff City Engineer Planning Commission
	Develop regulations that require new developments to capture and control storm water runoff with detention ponds and other methods.	Develop and adopt policies requiring the development of on-site storm water retention for larger sites.	Staff City Engineer
	Ensure that new development does not increase storm water discharge into area streams and wetlands above existing runoff levels by requiring a review and approval of a storm water plan during the subdivision platting process.	Develop storm water management plan review and approval process for all new development. Require that applicants address storm water and erosion impacts.	Staff City Engineer
	Evaluate and consider the costs (present and future) of infrastructure improvements and the impacts on existing and future developments.	Create a task force to work with engineers to review existing infrastructure and applications for new development to correctly size infrastructure in anticipation of growth.	Staff City Engineer



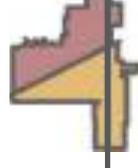
<p>Orderly Growth: Transportation</p>	<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Goal</p> <p>Bottineau will monitor the transportation system as growth occurs including the effects of noise and traffic within the city and will focus on providing a system that allows visitors the opportunity to experience Bottineau.</p>		
<p>Objective</p> <p>Provide an efficient transportation system that provides a sufficient level of service for all modes of travel while allowing for the effective expansion of the system into growth areas.</p>		
<p>Policies</p> <p>Study the feasibility of utilizing existing truck routes or creating new routes to serve as a truck bypass in order to service new industrial areas and to protect the city center and residential areas from heavy truck traffic.</p>	<p>Complete a truck route study to review the effectiveness of the existing route and to identify the potential for expansion or new alignments of the truck route.</p>	<p>Staff State Dept. of Transportation (NDDOT) County Road Dept.</p>
<p>Reserve adequate rights-of-way for future road widening and improvements.</p>	<p>Maintain the 66 feet of right of way along section lines for the future development of collector roadways. Only allow vacation or platting of section lines when alternative routes are provided.</p> <p>Translate the right of way guidelines as contained in the Comprehensive Plan into right of way standards within the subdivision regulations, and require dedication of right of way for each street type as a minimum.</p>	<p>Staff County Road Dept. Planning Commission</p>



Orderly Growth: Transportation	Implementation Action(s)		Responsibility
<p>Goal</p> <p>Bottineau will monitor the transportation system as growth occurs including the effects of noise and traffic within the city and will focus on providing a system that allows visitors the opportunity to experience Bottineau.</p>	<p>Ensure the extension of higher volume collector roadways into growth areas to protect the local street system.</p>	<p>Utilize the Future Road Network Figure as a guide during future development review to ensure the extension of high classification streets into the growth areas. Update the figure as needed.</p>	<p>Staff Planning Commission</p>
<p>Consider the addition of right-of-way width criteria for subdivision plats.</p>	<p>Translate the right of way guidelines as contained in the Comprehensive Plan into right of way standards within the subdivision regulations, and require dedication of right of way for each street type as a minimum.</p>	<p>Staff Planning Commission</p>	
<p>Identify safety improvements for streets and intersections.</p>	<p>As part of the Capital Improvements Plan, complete a study to prioritize the most effective street and intersection improvements needed within Bottineau.</p>	<p>Staff Street Superintendent NDDOT County Road Dept.</p>	



<p>Orderly Growth: Transportation</p> <p>Bottineau will monitor the transportation system as growth occurs including the effects of noise and traffic within the city and will focus on providing a system that allows visitors the opportunity to experience Bottineau.</p> <p>Goal</p>	<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Objective</p> <p>Encourage the safe movement of multiple modes of travel throughout the City of Bottineau.</p>	<p>Short Range: Complete a feasibility and needs analysis of grade separated crossing of the Railroad at all existing crossing locations.</p> <p>Short Range: Solicit public input on both the grade separated crossing analysis and quiet zone analysis to determine the appropriate combination of actions to be taken to manage railroad impacts.</p> <p>Long Range: Identify funding assistance for any identified needs.</p>	<p>Staff NDDOT City Council</p>
<p>Policies</p> <p>Consider the need for grade separated crossings of the railroad to improve traffic flow.</p> <p>Consider the implementation of a quiet zone through the City of Bottineau to reduce the impacts of train horn noise and improve traffic safety around rail crossings.</p>	<p>Short Range: Complete a feasibility analysis of potential quiet zone improvements.</p> <p>Short Range: Solicit public input on both the grade separated crossing analysis and quiet zone analysis to determine the appropriate combination of actions to be taken to manage railroad impacts.</p> <p>Short Range: Identify potential funding sources for quiet zone improvements.</p> <p>Long Range: Implement a quiet zone through Bottineau with the approval and construction of the required improvements.</p>	<p>Staff NDDOT City Council</p>



<p>Orderly Growth: Transportation</p> <p>Bottineau will monitor the transportation system as growth occurs including the effects of noise and traffic within the city and will focus on providing a system that allows visitors the opportunity to experience Bottineau.</p> <p>Goal</p>	<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Complete a feasibility study for developing a complete sidewalk network to help promote non-motorized transportation.</p>	<p>Inventory the existing sidewalk network throughout Bottineau and map the existing condition and use of sidewalks. Identify gaps in the network and needed improvements. Identify funding sources and policies for improvements to the existing network.</p>	<p>Staff Street Superintendent</p>
<p>Adopt standards requiring new developments to construct sidewalks and bike paths that connect with the existing trail network.</p>	<p>Adopt a standard for the construction of sidewalks along both sides of streets, within public right of way. With sidewalks to be at least 4-foot wide, and located 2-feet from the property line.</p>	<p>Staff Park District Planning Commission</p>
<p>Identify areas with high pedestrian and/or bicycle activity (i.e. downtown or near schools) where special street improvements can calm and control traffic to increase safety for all modes.</p>	<p>Short Range: Complete a study to identify areas of high pedestrian and/or bicycle activity. Additional studies shall be completed for the identified areas which focus on identification of safety hazards and potential improvements. Long Range: Locate potential funding sources for the completion of safety improvements identified in the short range action.</p>	<p>Staff Street Superintendent</p>



<p>Opportunities: Economy</p> <p>Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.</p>		<p>Implementation Action(s)</p>		<p>Responsibility</p>
<p>Goal</p>	<p>Support existing industries and the development of locally grown businesses.</p>			
<p>Objective</p>	<p>Support the small, family owned businesses prevalent in the city.</p>	<p>Work with the Bottineau County Economic Development Corporation to develop programs which support the small, family owned businesses.</p>	<p>Staff Economic Development Corporation (EDC) Chamber of Commerce</p>	
<p>Policies</p>	<p>Encourage the creation of additional in-home businesses. Ensure that provisions are in place to protect neighbors from the potential nuisances of inappropriate in-home commercial activity.</p>	<p>Review existing ordinance regulations for home occupations and seek public input for desired modifications, if desired by the public. If desired, provide clear ordinance language regarding occupation type, size, hours, signage, off-street parking limitations and number of employees/customers at each site.</p>	<p>Staff Planning Commission Chamber of Commerce</p>	
<p>Review local regulations affecting businesses and revise to add clarity, eliminate unnecessary steps, and streamline the permitting process.</p>	<p>Create a task force to review existing administrative procedures and regulations for effectiveness and ease of use. Implement revisions as necessary.</p>		<p>Staff EDC Chamber of Commerce</p>	



Opportunities: Economy		Implementation Action(s)		Responsibility
Goal Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.				
	Develop avenues for business owners and contractors to easily communicate with city officials about regulations and permitting. Provide easily accessible and understandable information regarding development regulations.	Develop easy to use forms and procedures for city applications and functions. Identify primary city personnel responsible for different applications and programs.	Digitize the existing zoning ordinance, including any recent zoning ordinance updates. Provide a digital copy of the zoning ordinance via the city's website and a "frequently asked questions" section.	Staff Chamber of Commerce
Objective	Cultivate new business and industry growth in strategic areas.			
Policies	Encourage businesses that add value to local and regional agricultural products through processing, packaging, and marketing as a local economic development strategy.	Work with the Bottineau County Economic Development Corporation and Bottineau Chamber of Commerce to identify strategies to attract potential businesses.		Staff EDC Chamber of Commerce City Council



Opportunities: Economy

Implementation Action(s)

Responsibility

Goal
Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.

<p>Policies</p>	<p>Support programs and groups that work to preserve historic, cultural, recreational, and natural resources as a way to promote tourism and enable the community to attract new businesses and residents.</p>	<p>Work with the Bottineau County Economic Development Corporation to develop programs which support the small, family owned businesses.</p>	<p>Staff EDC Chamber of Commerce City Council</p>
<p>Objective</p>	<p>To promote an educated and skilled workforce.</p>	<p>Follow the goals, objectives, and policies of the comprehensive plan. Work with local businesses to explore alternative methods of promoting marketing, street improvements, and street maintenance/cleaning. Alternative methods may include a business improvement district (BID) and/or a tourism improvement district (TID) among others.</p>	<p>Staff EDC Chamber of Commerce City Council</p>
<p>Policy</p>	<p>Work with the Dakota College at Bottineau to continue to offer programs so students will graduate with the skills needed to support local businesses and industry.</p>	<p>Facilitate the continued relationship between Dakota College at Bottineau and other local educational institutions and industries regarding desired and required skills sets for new employees.</p>	<p>Staff College School District Forest Service EDC Chamber of Commerce</p>



<p>Opportunities: Economy</p> <p>Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.</p>		<p>Implementation Action(s)</p>	<p>Responsibility</p>
<p>Goal</p>	<p>Continue to support and reinvest in the downtown to enhance its role as the community's center of local business and culture.</p>		
<p>Objective</p>	<p>Monitor the success and progress of the Renaissance Zone that covers the downtown core of Bottineau in order to increase investment and economic activity.</p>	<p>Periodically (every 3-5 years) review the city Renaissance Zone to ensure the maximization of zone benefits and zone boundary.</p>	<p>Staff EDC Chamber of Commerce City Council</p>
<p>Policies</p>	<p>Promote commercial development beyond sites along ND Highway 5, most importantly within the downtown core.</p>	<p>Promote development by zoning properties prior to development interest, and create shovel-ready sites if possible.</p>	<p>Staff EDC Chamber of Commerce Planning Commission</p>
		<p>Develop and adopt a gateway zoning overlay to apply to properties along ND Highway 5. Apply the gateway zoning overlay to properties as applicable.</p>	



Opportunities: Economy

Implementation Action(s)

Responsibility

Goal
 Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.

	<p>Promote mixed use opportunities in the downtown area, including retail, restaurant, office, government, and residential opportunities.</p>	<p>Utilize the B-1, Neighborhood Business District to encourage mixed-use development. Analyze the need for a zoning district with regulations specific to the downtown. Amend the zoning ordinance if necessary. Collaborate with the Bottineau County Economic Development Corporation, developers, and the local real estate industry to promote downtown apartment development and a focus on downtown as a lively area suitable for small scale commercial and government locations.</p>	<p>Staff EDC City Council</p>
<p>Objective</p>	<p>Promote Bottineau as North Dakota's four season playground.</p>		
<p>Policies</p>	<p>Continue to support, enhance, and expand upon the city's parks and recreation system as an economic development tool.</p>	<p>Follow and actively support the park and trail master plan. Work with developers to promote the positive aspect of an extensive recreation system related to successful residential development.</p>	<p>Staff Park District Chamber of Commerce EDC City Council</p>



Opportunities: Economy

Implementation Action(s)

Responsibility

Goal
 Bottineau will strengthen its diverse economic base by developing strategies to support existing businesses and attract new businesses to the area.

	<p>Advertise the city as a year-around recreational hub to visitors throughout the State, the Upper Midwest, and south-central Canada.</p> <p>Continue to support development incentives to encourage tourism-oriented commercial uses (i.e. outdoor shops, clothing boutiques, restaurants, hotels, etc.).</p>	<p>Develop a marketing campaign in partnership with the Park District and the Bottineau County Economic Development Corporation which highlights recreational opportunities in the Bottineau area.</p> <p>Identify incentives or programs which encourage the development of tourism-oriented development. Implement programs if applicable.</p>	<p>Staff Park District Chamber of Commerce EDC City Council</p> <p>Staff EDC City Council</p>
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Services: Education		Implementation Action(s)	Responsibility
Goal	Provide strategies for the school system to grow in a safe and orderly manner while maintaining the established high quality of education.		
Objective	Locate new school facilities in areas that foster safety, an education-oriented environment, and an active lifestyle for students.		
Policies	Ensure that new schools are located adjacent to park and open spaces and shared-use paths where possible.	Utilize the future land use plan to identify potential school sites.	Staff Park District School District
	Encourage the development of new schools as a destination within new neighborhoods, away from heavy industrial and commercial areas.	Complete a master planning exercise of the potential school site to identify park and open space and shared-use path needs and locations.	
	Coordinate active living programs and events that provide fun and safe ways for students and their families to be active.	Coordinate with the park district and school district to develop programs that promote an active lifestyle for the residents of Bottineau.	
Objective	Increase the safety of students while traveling to and from school.		
Policies	Study pedestrian and bicycle access to schools and implement improvement projects where necessary.	Complete a study of bicycle and pedestrian access around Bottineau schools. The study should identify any safety issues. Following the completion of the study, prioritize safety improvement projects and apply for Safe Routes to School Funding.	Staff Park District School District NDDOT



Services: Education		Implementation Action(s)	Responsibility
Goal	Provide strategies for the school system to grow in a safe and orderly manner while maintaining the established high quality of education.		
	Prioritize potential safety improvement projects for Safe Routes to School Funding.	Provide public outreach (meetings and/or surveys) with school and city officials, students, law enforcement, and the public to identify areas with the greatest need.	Staff School District NDDOT

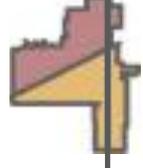
Services: Public Services		Implementation Action(s)	Responsibility
Goal	Provide high quality and reliable services to residents in an organized and dependable manner.		
Objective	Plan for the extension of high quality services into growth areas.		
Policy	Create milestones that coordinate public facility and service (fire, law enforcement, emergency services, etc.) expansions with city population increases. Evaluate and asses and appropriate time line and necessary tasks for each proposed milestone.	<p>Short Range: Complete a summary of existing public services and facilities within the City of Bottineau.</p> <p>Short Range: Utilize population and growth projections for the City of Bottineau to assess the impacts of growth on the available city services.</p> <p>Long Range: Review and periodically update population and growth projections for the City of Bottineau and assess the impacts of growth on the available city services and city workforce.</p>	Staff City Council Sheriff Fire Chief



Quality of Life: Community		Implementation Action(s)	Responsibility
Goal	Bottineau will maintain the small town charm, pride in their sense of place, friendliness, and active lifestyle that comprise the community's social atmosphere.		
Objective	Preserve the sense of community pride and togetherness.		
Policies	Coordinate and encourage periodic city-wide and/or county-wide gatherings or social events.	Short Range: Engage the public to solicit input for the need and desired types of additional public gathering events.	Staff Park District EDC City Council
		Short Range: Research available programs and funding sources for the implementation of desired events.	
		Long Range: Utilizing ideas generated, develop community wide events and continue to evaluate the effectiveness and success.	
	Support community groups and their efforts within the community and surrounding region.	Develop a community tool kit for use by community groups that assists with understanding the role of City government and available resources.	Staff
Objective	Encourage public involvement and participation in city government.		
Policies	Distribute advance public notices of city meetings and events through community-wide announcements in the news media, schools, community events, or mail notices.		Staff
	Develop and enact an administrative procedure for the public notification of city actions including mailings, media announcements, flyers, etc.		Staff



Quality of Life: Community		Implementation Action(s)	Responsibility
Goal	Bottineau will maintain the small town charm, pride in their sense of place, friendliness, and active lifestyle that comprise the community's social atmosphere.		
Policies	For official land use matters, establish a property owner notification process to notify surrounding property owners of any public hearings on issues in their neighborhoods.	Amend the City Code to formally establish property owner notification requirements for all land use development proposals that require a public hearing. Require notifications to be distributed to all properties within at least 300 feet of the proposal site.	Staff City Council
Objective	Provide facilities that allow residents to maintain a healthy lifestyle.		
Policies	Consider the development of a detailed park and trail master plan.	Seek funds for the creation of a park and trail master plan through grant funds and/or discretionary funds. Ensure that the master plan involves an assessment of existing facilities and new facility needs, based in part on recommendations in the Comprehensive Plan.	Staff Park District City Council



Quality of Life: Community		Implementation Action(s)	Responsibility
Goal	Bottineau will maintain the small town charm, pride in their sense of place, friendliness, and active lifestyle that comprise the community's social atmosphere.		
Policies	Pursue the creation of additional recreational facilities, such as a community swimming pool or ice arena.	Short Range: As part of the public outreach utilized creating the park and trail master plan, identify additional recreational facilities desired by residents.	Staff Park District City Council
		Short Range: Work with the Bottineau Park District to pursue grant funding and identify other funding sources for the development of additional facilities.	
		Long Range: Complete a feasibility study and follow up site development for identified recreational facilities as part of the park and trail master plan.	
	Assess the quality of and improvements needed to existing facilities.	Assess the quality of existing facilities as part of the development of park and trail master plan. Include an extensive public outreach process to help ascertain needed improvements/new facilities.	Staff Park District



Quality of Life: Nature and the Environment		Implementation Action(s)	Responsibility
Goal	Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.		
Objective	To preserve the natural environment surrounding the community and protect sensitive environmental areas.		
Policies	Use landscaping, screening, and tree preservation to protect and restore scenic views and scenic roadways.	Short Range: Engage the public to solicit input on public places and roads with important scenic views of the Turtle Mountains. Consider the gateway overlay zone district in select areas to ensure that landscaping is controlled and screening is utilized to protect scenic views.	Staff Planning Commission
		Long Range: Develop and adopt ordinance language creating a gateway overlay district.	
	Develop ordinance language prohibiting development of wetlands and require a 25-foot setback from wetland areas and a 200-foot setback from the centerline of all streams.	Develop ordinance language prohibiting development of wetlands and require a minimum setback from wetland areas and a minimum setback from the centerline of all streams, regardless of flood zone locations.	Staff Planning Commission



Quality of Life: Nature and the Environment

Implementation Action(s)

Responsibility

Goal

Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.

	<p>Actively work to maintain and enhance the Oak Creek Corridor and reduce flood risks through clearing, grubbing, and re-vegetation with native plant species, preservation of natural areas, and restoration of damaged areas.</p>	<p>Engage the community to solicit volunteer efforts to clean and re-vegetate the Oak Creek corridor where necessary.</p> <p>Develop programs and efforts in conjunction with the Park District.</p> <p>Seek private funding sources for the completion of the preservation efforts.</p> <p>Notify properties owners along the creek corridor of city efforts to protect the creek. Inform property owners of steps they can take to improve the creek environment and water quality.</p>	<p>Staff Park District City Council</p>
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Quality of Life: Nature and the Environment		Implementation Action(s)	Responsibility
Goal	Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.		
Objective	To provide opportunities for residents to explore, learn, and interact with the natural environment.		
Policies	Provide educational opportunities to inform the public about the area's environment, historical, and other natural elements, using features such as interpretive panels or kiosks along trails and parks.	<p>Work with the Park District, School District, and other interested persons and groups to identify existing areas where interpretive signage or kiosks can be located adjacent to special natural and historical areas.</p> <p>Establish a program to install such interpretative signage as funding allows and as the City grows. Consider the use of volunteers and private funding sources.</p>	<p>Staff Park District School District</p>
	Utilize creeks and other natural areas to enhance the trail-user experience by ensuring trail designs follow natural areas when possible.	<p>During the subdivision process, encourage the dedication of park land or trail easements for areas surrounding natural features.</p> <p>Utilize a park and trail master plan to identify areas where trail features can be enhanced.</p>	<p>Staff Park District Planning Commission</p>



Quality of Life: Nature and the Environment

Implementation Action(s)

Responsibility

Goal

Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.

Objective

To increase the public open spaces, greenways, and vegetation within Bottineau and the surrounding area.

Require proposed residential developments to dedicate 10% of the total land area as park space during the subdivision process. A fee in lieu of providing such space is also acceptable.

As part of the development of subdivision regulations, require new residential development to provide at least 10% of the proposed development as parkland or open space to be dedicated to the Park District. A fee in lieu of providing such space is acceptable.

Staff
Park District
Planning
Commission
City Council

Policies

Identify and locate potential areas to extend the bicycle and walking path along ND Highway 5. Trails and public access easements should be integrated into proposed subdivisions where the trail network is identified to traverse the development or a link to the network is necessary. As a secondary option, require developers to provide a public access easement and pay a fee in lieu of such trail construction to allow future construction of the trail.

Identify such areas through a public input process as part of the development of a park and trail master plan. Use the subdivision platting process to ensure that new development incorporates the trail system as identified in the park and trail master plan.

Staff
Park District
Planning
Commission
City Council



Quality of Life: Nature and the Environment

Implementation Action(s)

Responsibility

Goal

Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.

	<p>Identify areas for new parks with pedestrian and bicycle access.</p>	<p>Identify such areas through a public input process as part of the development of a park and trail master plan. Use the subdivision platting process to ensure that new development incorporates the trail system as identified in the park and trail master plan.</p>	<p>Staff Park District City Council</p>
<p>Policies</p>	<p>Consider the establishment of a street tree and tree preservation program.</p>	<p>Short Range: Develop and adopt ordinance language requiring the planting of boulevard trees with new residential, commercial, industrial, and public development areas.</p> <p>Short Range: Develop draft ordinance language requiring vegetation to be planted in the development of commercial, industrial, and public properties. Adopt into zoning ordinance.</p> <p>Short Range: Develop and adopt ordinance language that sets regulations for the preservation of existing trees of a certain size or quality.</p> <p>Short Range: Continue to work with and utilize the State Forest Service to assess, maintain, and promote a healthy urban forest with the City.</p> <p>Long Range: Develop a guide outlining recommended trees and vegetation for the region that are hearty and suitable for the climate.</p>	<p>Staff Park District Planning Commission</p> <p>Staff Park District Forest Service City Council</p>



Quality of Life: Nature and the Environment

Implementation Action(s)

Responsibility

Goal Bottineau will preserve the area's natural beauty and provide an enjoyable environment with a variety of outdoor recreational activities for residents and visitors.

Policies Consider joint use recreational opportunities with existing and future school locations.

Establish a joint use agreement between the city, park district and school district that covers liability, maintenance, and security of joint use recreational facilities. Create joint use facilities where needed.

Staff
Park District
School District
City Council

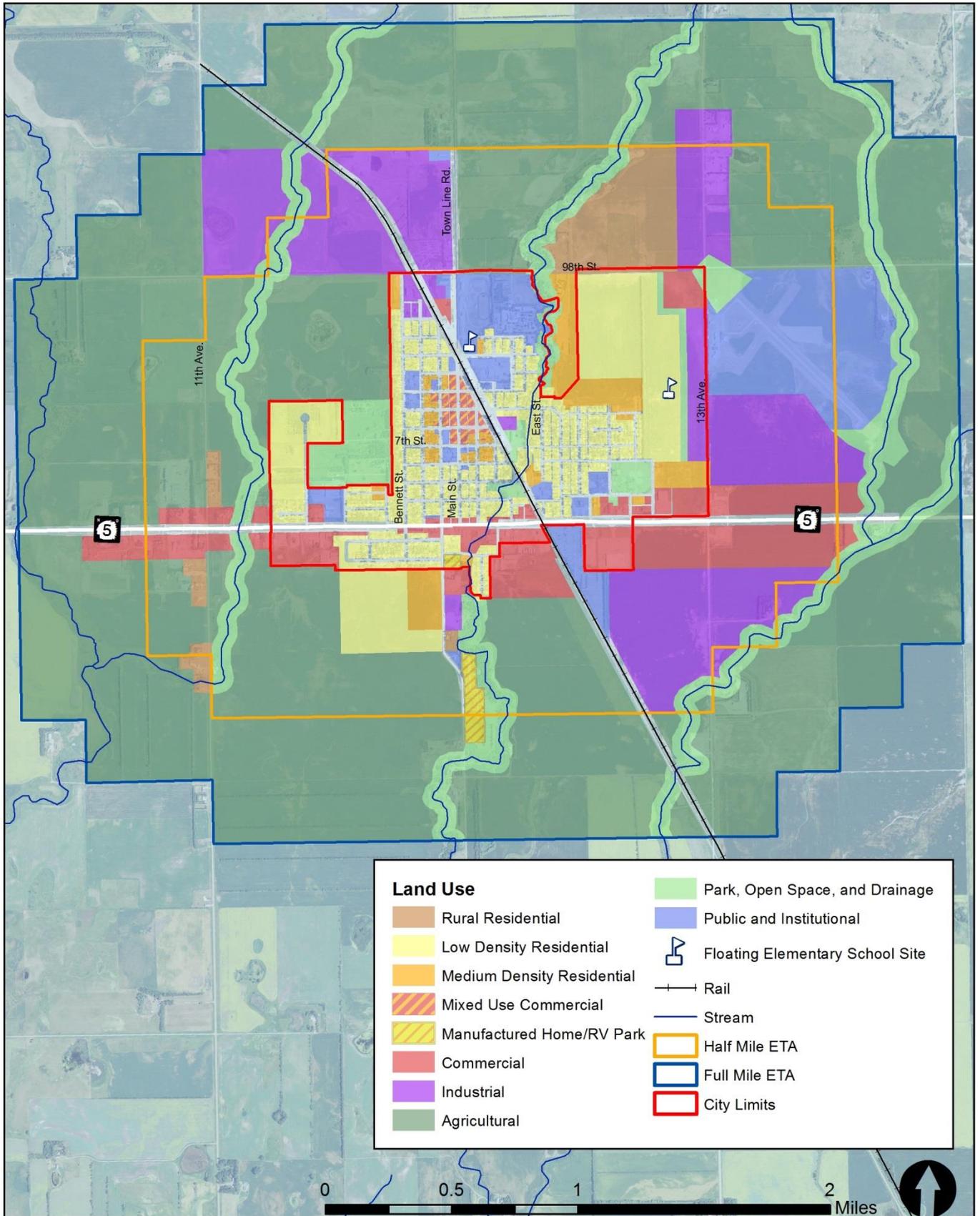


The Land Use Plan

The land use plan consists of two components: 1) a map that identifies the designated land use categories for the city's growth areas and 2) this supporting text, describing the character of each land use category. The purpose of the land use plan is to serve as the basis for the city's zoning decisions, which is required by the North Dakota Century Code (NDCC). In this way, the land use plan supplements the city's "comprehensive plan", by providing information about the city's intent to current property owners and prospective buyers. Since the purpose of a land use plan is to establish a reliable source of information about future development and to serve as the basis for zoning decisions (i.e. decisions that are consistent with the plan), a public process for considering land use plan amendments, consisting of notifications and public hearings by both the Planning and Zoning Commission and the City Commission, is also established in this plan.

The land use plan for Bottineau has been prepared based on the city's existing boundaries and ETA as allowed by the NDCC (See Figure 11, Future Land Use Plan). It is important to recognize that the land use plan designates transitions and boundaries between one land use and another. If changes are considered in the future, it is important that the land use categories, transitions and boundaries of the surrounding area are also examined to determine if any other changes are warranted to assist in the creation of reasonable land use transitions or buffer areas where less intense uses, such as residential, are protected from more intense uses such as industrial. In some cases this can be accomplished by locating an intermediate land use category between the two such as commercial, open space or higher density residential land use. In other cases, it is not feasible to introduce a buffering land use category. For example, it would not be reasonable or feasible to use commercial land use as a buffer between residential and industrial land uses if the location does not provide a high level of accessibility or visibility. In those situations, it is important to provide a buffer consisting of open space such as a park or a planting area (such as a tree planting easement), or require a greater lot depth and building/storage setback to protect the less intense use from the impacts of the more intense use. This also protects the operations of the more intense use, because it contends with fewer complaints and faces less opposition when expansions are proposed. Each of the land uses shown on the plan are described below.





Land Use Plan



Bottineau Comprehensive Plan
City of Bottineau

Figure 11

Commercial

Designated commercial land uses are shown in red. Areas shown as commercial are intended for retail sales and service, lodging, and office development. They are not intended for industrial sales, service, manufacturing or other activities of an industrial nature. Commercial uses are delegated to three areas in the land use plan.

An area concentrated around Main Street and 5th Street (including downtown Bottineau) is designated as mixed use commercial. This land use is distinct from other commercial land uses in that it caters to the pedestrian oriented environment of downtown and allows residential use above street level commercial uses. The mixed use commercial designation is detailed in the next section.

Commercial land use is focused along State Highway 5 from developed areas in the western portion of the ETA, east through the city along State Highway 5, with an area designated for future commercial growth east of the Wal-Mart and Shopko stores on both sides of State Highway 5. The various hotels, service stations, and large retail stores currently located alongside the highway cater to the needs of local and regional customers and are intended to accommodate motorized traffic more so than pedestrians.

The existing commercial uses along State Highway 5 are currently zoned as “B-2” Central Business District. This zoning district includes all the uses allowed in the “B-1” Neighborhood Business District and additional uses, many of which specifically cater to the motorist. It is recommended that a new district be considered to better accommodate the following users:

- Motorists – uses such as hotels, motels, service stations, truck stops, and restaurants are all highly desired by visitors to the area and those traveling through.
- Regional residents – uses such as large retail stores, commercial recreation centers, and auto sales lots will be in greater demand as the regional population grows and the importance of Bottineau as a regional center continues to grow.

The B-2 district is also currently utilized for the downtown area and is very appropriate for downtown Bottineau, including buildings with little or no street setbacks, retail and other commercial uses along the streets, and the opportunity for residential occupancy in conjunction with the primary street-level commercial uses. It is recommended that the B-2 district be further refined to enhance the specific needs of Bottineau’s central business district.

The southwest corner of 98th Street and 13th Avenue is shown as a future commercial area, intended to serve new residential growth in the northeastern portion of the city. This area of commercial use should provide for limited, smaller-scale retail sales and service uses intended to meet the convenience needs of local residents. Commercial establishments in this area should be compatible in bulk and scale with



adjacent residential neighborhoods. Typical uses might include grocery stores, drug stores, restaurants, childcare centers, health clubs, and other neighborhood-oriented retail and professional uses. One measure for the scale of retail sales intended for the area is to limit the size of merchandise to items that do not require a customer to have a truck to haul it home. Such limited commercial uses intended for this area should be considered in contrast to the larger scale and more highway-oriented commercial uses along State Highway 5.

The existing “B-1” Neighborhood Business District is an appropriate zone district that may be utilized for this area. Some adjustments may be necessary to allow additional uses appropriate for the neighborhood scale described. Modifications to the setback and yard standards may also help to facilitate a more pedestrian friendly design appropriate for the area.

Mixed Use Commercial

Mixed use commercial is shown on the plan as red with orange cross-hatching. The mixed use commercial designation is intended to carry forward the historical pattern of development within downtown Bottineau. Commercial retail stores and services, restaurants, and office uses are the primary attraction, fronting the street at the zero lot line (no setback from street right-of-way). Residential units may be located on the same property and are located either above the street-level commercial or at the rear of the building.

As viable commercial enterprises, businesses must be located along the street front and must occupy at least the ground floor. Bottineau is a showcase example of an attractive downtown that follows this historical pattern of traditional development. If off-street parking is to be allowed, it should only be allowed at the rear of the lot, with alley access, in order to maintain a consistent building frontage along the right of way. While automobile



Figure 12: Main Street in downtown

access is important in the downtown area, pedestrian access is at least equally if not more important. It will be crucial to maintain a comfortable, walkable pedestrian environment within the downtown to support existing and future businesses by maintaining features such as wide sidewalks and awnings.



The existing “B-2” Central Business District zoning regulations include many criteria that will maintain and support the historical character of the downtown. To ensure that new development and redevelopment of the downtown area maintains its historical character, the following alternatives are recommended for zoning code amendments/adjustments:

- Refine the B-2 district to include commercial uses appropriate for a pedestrian environment.
- Many cities of a similar size with vibrant downtown districts have applied a “downtown overlay district” which involves a combination of various zoning mechanisms to preserve and enhance the downtown. Following is a list of elements common to downtown overlay districts:
 - Streamlined approval for uses desired in downtown (restaurants, retail, etc.)
 - Special parking standards
 - Special sign requirements
 - Building design and architectural standards
 - Landscaping standards

Industrial

In Bottineau, a proactive identification of land for industrial uses is crucial to the upcoming demands of the oil industry, related industrial services, and agriculturally-related industrial activity. The location of oil-related industrial uses is particularly important, because they typically generate large volumes of truck traffic and require large outdoor storage areas. Another standard characteristic of industrial areas is the generation of objectionable noises, odors, and sometimes heavy vibrations. For this reason, industrial uses are incompatible with adjacent residential or other low-intensity land uses.

Areas designated for industrial growth should be located to maximize safe truck access and, if possible, rail access. Existing industrial areas in Bottineau are located adjacent to the railroad within the center of the city and on the north side of the city adjacent to 98th Street. Future industrial growth is planned to occur outside of existing and planned residential and commercial development areas. This will help to keep heavy truck traffic outside of residential and otherwise highly trafficked pedestrian areas.

Areas planned for industrial growth are located southeast of the city limits and east of the railroad, south of the airport, west and north of the airport along 13th Avenue, and northwest of the city limits along both sides of the railroad. Extensive areas are provided for industrial growth due to the following factors:

- Large tracts of land are necessary for many industrial



Figure 13: Grain elevators near downtown



operations. Oil-related businesses in particular often require expansive areas for equipment storage, truck circulation, and truck parking.

- The presence of the railroad is a bonus for industrial operations. Rail-related industrial operations typically require large amounts of space. Such operations could include oil transfer facilities, agriculturally related processing facilities, or manufacturing facilities.

Bottineau currently has one zoning district appropriate for industrial uses, the “M” Manufacturing District, which lists a wide array of uses which could generate significant impacts within the community. Many jurisdictions utilize two separate industrial zoning districts, a light industrial and a heavy industrial. Light industrial uses tend to be more consumer-oriented and have less intensive impacts and demands on resources than heavy industry. Lighter industrial uses might include the following:

- Industrial services
- Manufacturing and production
- Warehouses
- Wholesale sales
- Vehicle service and repair
- Self-storage

Heavy industrial uses generally involve higher intensity impacts, utilize a larger amount of resources, generate heavy truck traffic, and usually need more space to operate. Heavier industrial uses might include the following:

- Freight yards
- Mineral processing
- Mining
- Capital-intensive manufacturing and production (steel, fertilizer, refineries, semiconductors, etc.)
- Solid waste facilities, waste water treatment facilities, and processing of recycled materials

It may be preferable to create separate industrial zoning districts and plan ahead where heavy industrial-type uses should be located within the City’s zoning jurisdiction. This would allow the City to regulate where heavy industrial uses would be located. It is advisable to locate heavy industrial zoning further away from commercial and residential uses than light industrial, which is more appropriate closer to developed commercial and residential areas.

A key consideration is the size of areas designated for future industrial uses. Communities that do not have an abundance of developable industrial lots are sometimes faced with long term problems like zoning violations and urban sprawl. Having an adequate supply of property available for industrial development will help to avoid these and other problems.



When the number of available industrial lots becomes limited, the lots cost more. Some businesses, especially small or independent operations, will find an industrial lot to be cost prohibitive. This can lead to industrial operations emerging on cheaper agricultural land in the fringe areas outside of a city. Planning ahead for an increase in industrial activity is important. Having access to municipal water, a sanitary sewer system, paved streets, fire protection and emergency services is a significant benefit.

Residential

Two residential growth areas have been identified in the land use plan. Annexed into the city as of 2013, a tract of approximately 230 acres in the northeast portion of the city is planned for low and medium density residential development. This area is bordered by 13th Avenue to the east and 98th Street to the north. Various points of access are available from the existing street network, including 98th Street, 13th Avenue, and northward extensions of Jay Street, Vinje Street, Kersten Street, 5th Street, and 8th Street. A second growth area is shown southwest of the city, along the west side of Sinclair St. and south of an existing residential subdivision. Multiple access points are available to the existing street system via a continuation of Bennett Street and from Sinclair Street. Both of these growth areas are intended to accommodate urban densities (at least two units per acre) with city sewer.

Medium Density Residential

Medium density residential is shown on the land use plan in orange. The minimum density for residential development in this category is 10 dwelling units per net acre. Appropriate dwelling types include triplexes, townhomes, cottage housing, apartment buildings, and condominiums. People in a transitional phase in life may find such housing more desirable. Smaller families, younger adults, and seniors may find this type of housing more affordable with smaller yard areas to maintain. Within this land use category, townhomes and cottage housing create the most compatible transition when abutting lower density residential land use.



Figure 14: An example of cottage-style housing

As the baby boomer generation continues to reach retirement age, there will be an increasing need to provide senior living options to make it easier for retirees on fixed incomes to remain in the community. Single level “cottage” style attached or detached housing and assisted living apartments or townhomes are encouraged as part of the housing mix to allow options for senior citizens.



Existing residential areas surrounding the downtown area currently include some apartment buildings interspersed with older single family homes. These residential areas are medium density. It will become possible for those seeking to redevelop property in this area to do so at a higher densities. By promoting higher residential densities around the downtown, the population concentration will increase over the long term, providing a larger population base within walking distance of downtown businesses.

The same densities are also shown within walking distance (1/4 mile) of the Dakota College at Bottineau along the east side of Oak Creek. Medium density residential is also designated adjacent to existing residential neighborhoods and commercial areas along State Highway 5 in the northeastern annexation area. Yet another area for medium density residential growth is shown along the west side of Sinclair Street, south of the city limits.

With this designation establishing a minimum residential density of 10 dwelling units per acre, compatible zoning districts would be the R-3 two-family and R-4 multiple family zoning districts. These zoning districts still provide for a diverse mix of housing types that will allow for a wide range of housing types intended for this designation. It will be important to review development applications carefully to ensure that proposed developments meet or exceed the minimum density of 10 dwelling units per acre.

Low Density Residential

The low density residential category is shown in yellow on the land use plan. Densities within this category range from 2 dwelling units per acre up to 9 dwelling units per acre. This land use category is primarily intended for single family dwelling units. Smaller single family homes, twin homes, duplexes, triplexes, townhomes, and cottage housing should also be considered as part of the housing mix. This land use category and corresponding density range is consistent with existing single family residential development in the City of Bottineau.

Within the low density residential land use category, a range of lot sizes and levels of affordability are appropriate, desirable and highly recommended. Typical urban sized residential lots (4,000 to 10,000 square feet) are recommended since they will allow for cost effective utility services and result in more efficient, walkable neighborhoods. The city is encouraged to pursue subdivisions that seamlessly transition from single family dwellings on large lots of 10,000 square feet or more, to single family dwellings on smaller lots, to twin homes and townhomes. Ideally, a residential neighborhood consists of a variety of housing styles and levels of affordability, resulting in a diversity of ages, household sizes and income levels.

All of the existing residential zoning districts would be compatible with the low density residential designation. By allowing all of the city's four existing residential zone districts, a diverse housing mix as called for in this designation can be provided. However, it is important to review all development



applications carefully to ensure that the density of new development is nine dwelling units per acre or less. The ordinance can be amended to include density criteria.

Rural Residential

Rural residential is shown on the land use plan in brown. The minimum lot size in this category is one acre. Rural residential is shown north of 98th Street and east of Oak Creek where some existing rural residential development currently exists adjacent to Oak Creek. Connection to the city sanitary sewer system, at least in the short term, will not be feasible for this area. Low density, rural residential development is commonly served by individual on-site sewage treatment systems (septic tanks and drain fields).

Rural residential can be part of the residential land use mix, but these areas will sometimes create a barrier to the orderly outward expansion of a city. Because municipal infrastructure such as water mains, sewer lines, and streets with curb and gutter are expensive, and each property owner pays for these infrastructure costs based on the length of their lot frontage, such infrastructure often becomes cost-prohibitive for large lots. This sometimes makes annexation difficult because of objections from the owners of large lots due to the associated costs of improvements.

Another scenario for rural residential lots would be for the developer of a large lot subdivision to install the infrastructure and factor those costs into the selling price of the lots. Future maintenance and infrastructure replacements such as a street reconstruction or sewer line replacement would be assessed to the adjacent lots based on the length of their frontage and would be expensive.

A tool known as “ghost platting” is sometimes used for large lot developments. This method allows the first occupant to have a large lot but it provides for the future subdividing of a large lot by showing pre-designated lot lines on the plat. Ghost platting allows a property owner to split the lot in the future to reduce frontage length and allow cost sharing for installation of infrastructure. To be effective, the first house built on the large lot has to be positioned correctly to accommodate future lot splitting.

The zoning code currently includes an R-1 One Family District, which is the code’s lowest density residential district intended for single family detached homes. This zone district could be considered for rural residential development. In this district, lot sizes can be a minimum of 7,000 square feet. This would allow a rural subdivision of lots one acre or larger in size to be further ghost platted later on to more urban-sized residential lots when sewer service becomes available.



Park and Open Space

Green illustrates park and open space on the plan. It is generally designated for areas where development is unsuitable due to topography, floodplain, wetlands, lakes or streams, or where parkland already exists in the city's growth area.

Designating these areas as open space provides for a large district for trails, low-intensity recreational use and picnic areas. Views and access to the scenic wetland areas will also be protected because it is surrounded by park and open space. Leaving much of the area in a natural state will improve the desirability of adjacent land for future residential development, and will help protect the local watershed.

Oak Creek is an important drainage area that flows through the center of the city. It is also an important natural area, hosting a wooded riparian environment along the creek through most of the city. Oak Creek is an asset that should be protected as the city grows over time. The undeveloped east side of the creek north of 5th Street should be protected as open space with a buffer of at least 200 feet from the center of the stream. Additionally, any portion of the creek's floodplain that extends beyond the center of the stream by more than 200 feet should also be protected from development.

Public Land

Public Land uses include schools, religious institutions, colleges and universities, hospitals, government facilities, public facilities, and in some cases, major event facilities. They are shown in blue on the plan. In Bottineau's land use plan, the following facilities have been designated as public/institutional: Bottineau's public schools, the Dakota College at Bottineau, St. Andrew's hospital, the city armory and fire station, County offices, County fairgrounds, State Forest Service offices, the post office, the municipal airport, and the area's numerous churches. Additional public land use designations were not included in any of the growth areas.



Figure 15: Tommy the Turtle, a symbol of the community's recreational values



Gateway Corridors

The first impressions of a community are influenced by appearances. An effective method for projecting good impressions is by assuring the entrance gateways to a community are attractive.

Four areas should be considered for a "gateway zoning overlay district". These areas are located along State Highway 5 entering the City from the east and from the west and along Town Line Road and Lake Road entering the City from the north. These areas function as gateways to the City and will remain so in the future. These areas are partially developed with commercial and industrial uses and are designated for further commercial and industrial development. Scenic views of the Turtle Mountains are also provided in many of these areas. Gateway overlay zoning can also serve to protect these views.

Implications for Private Development

Gateway overlay districts create standards for highly visible areas by holding them to a higher standard for elements such as landscaping and appearances of buildings. This is to ensure that the development and redevelopment of these areas are established and maintained as attractive entrances to the city. Gateway corridor standards will typically include increased setbacks, architectural guidelines, material choices, landscaping requirements, sign regulations, parking locations and screening. The desire for standards of this nature should be discussed by the Planning Commission and City Council prior to zoning and development of the area. If desired, the city can establish a gateway zoning overlay district within its zoning ordinance, and have it ready to apply when the time comes to zone these areas. As the city grows, the gateway overlay can be applied to each proposed development along the designated routes, ensuring a continuity of attractive entrances to the city.

Public Right of Way Considerations

While it is important that the appearance of private commercial and industrial development within the gateway corridor areas is attractive from roadways, improvements within the public right of way can further facilitate the creation of an attractive gateway. Such improvements may involve landscaping, community signage and landmark features. These types of investments by the city and the NDDOT can

encourage private investment in commercial and industrial development to provide improvements that will further benefit the attractiveness of a business.



Figure 16: Signage and beautification are important aspects in creating a gateway corridor.

Source: www.signpromankato.com



Buffering Incompatible Uses

It is not always possible to achieve the perfect gradient of land uses with gradual transitions between higher and lower intensity uses. Situations will sometimes occur when a proposal would locate residential adjacent to commercial use, industrial use, or a major highway or arterial. Although this is not the optimum design choice, land use incompatibilities can be addressed to mitigate degraded views and noise. Table 4 indicates various means of addressing such issues as may be appropriate, depending on the situation. A hybrid of buffer types can be used to fit certain situations.

Table 4: Buffering Incompatible Uses

		Land Use in Conflict with Residential (appropriate buffer type marked with "x")		
		Commercial	Industrial	Arterial
Buffer Type	Low intensity commercial	x	x	x
	High density residential	x		
	Parks	x		
	Open Space (not a park)	x	x	x
	Deeper than normal yards	x		x
	Landscaping Strip	x		x
	Earthen berm		<i>x (recommend masonry wall on top with heavier industrial uses)</i>	x
	Masonry Wall	x		x

For proposals that would create a land use incompatibility, it is the responsibility of the proposed new development to install a buffer. The existing land use was there first and should not be burdened to pay for a buffer. Because landscaping buffers reduce incompatibilities and impacts, they help to avoid complaints from unhappy neighbors and function to maintain property values.



Transportation

Future Functional Class System and Overall Road Connectivity

The future road network is shown in figure 17. The figure provides a recommended route for new collector and important local street connections. Many additional local streets will also be needed as part of future subdivisions. The streets shown with dashed lines in figure 17 are roadways for which continuity and connectivity are particularly significant. For example, it will be important to continue the existing grid network to provide continuity from the existing community into newly developed areas. The exact alignment of these roadways can be fine-tuned when specific developments are master-planned and subdivided; their connectivity and continuity is the main objective.

Developers should be aware of the future road network before they draw up their plans. As development proposals are brought forward to the city, it will be important for city staff to compare the proposals to the road network map to ensure that the street system provides connectivity between growth areas, the existing city network, and the regional transportation system. The review of development proposals should also consider the width of street right-of-way shown for dedication. Street and right-of-way widths differ for the various roadway classifications as shown below in Table 4.

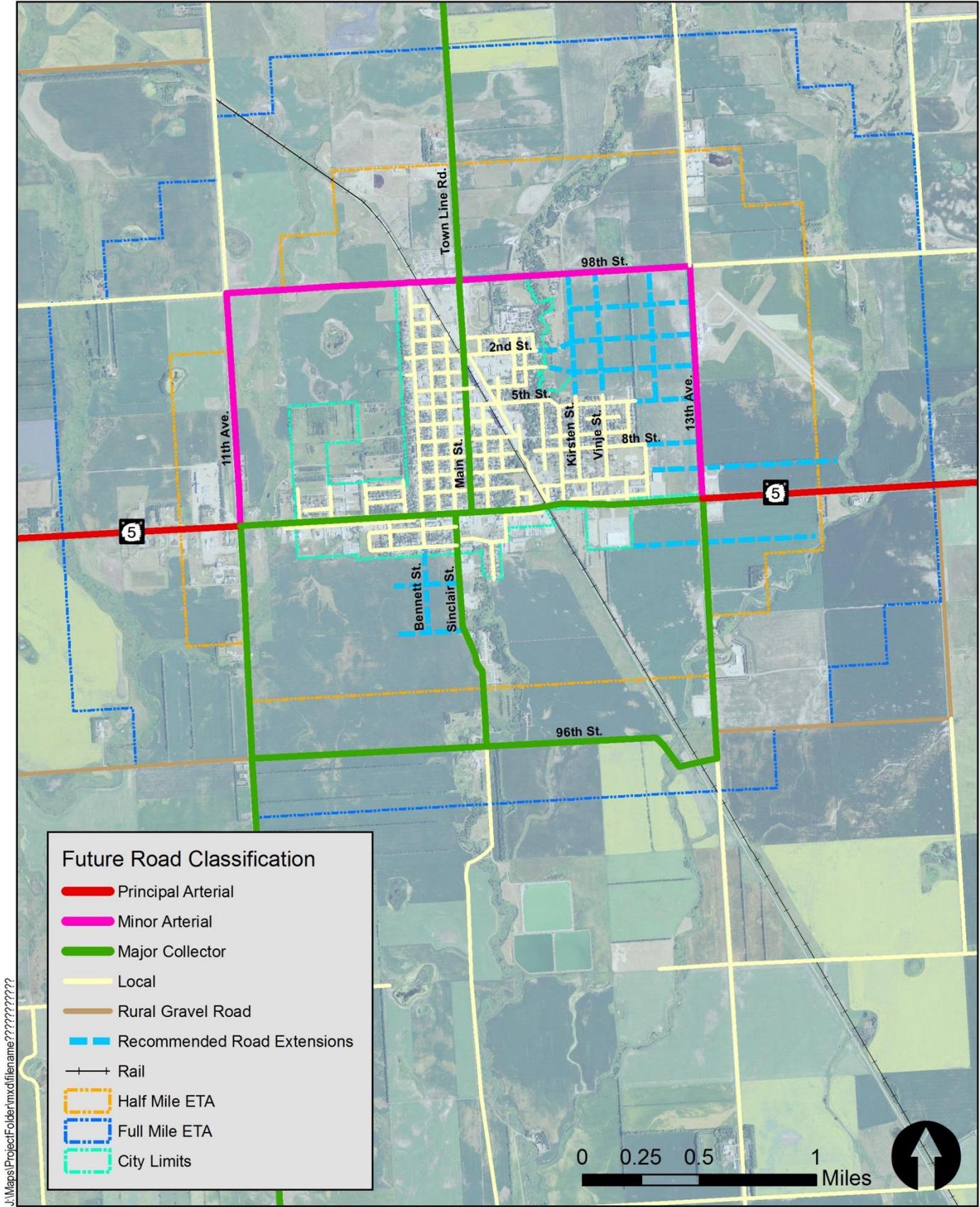
Table 5, Street and Right-of-Way Widths by Roadway Classification

Roadway Classification	Street Width	Right-of-Way Width
Local Street	24' – 40'	60' – 80'
Collector Street	30' – 44'	80' – 100'*
Arterial Street	40' – 68'	Minimum of 100'**

*80' to 100' is sufficient right-of-way for collector streets with the exception of intersections and turn lanes.

**Right-of-Way for arterial streets should be handled on a case by case basis, and decisions should be made dependent of the expected capacity and design.





J:\Maps\ProjectFolder\mxd\filename????????

Future Road Network

Figure 17

Typical Street Cross Sections

Figures 18 and 19 represent typical street cross sections to be used as guidelines for the development of the future road network. Note that topography and existing features may require some flexibility in these guidelines for certain areas. It is important to follow these guidelines when possible in order to establish a road network that is consistent in function throughout the growth areas. Some of these cross sections will have to be adjusted in existing, developed areas where right of way is often constrained by development.

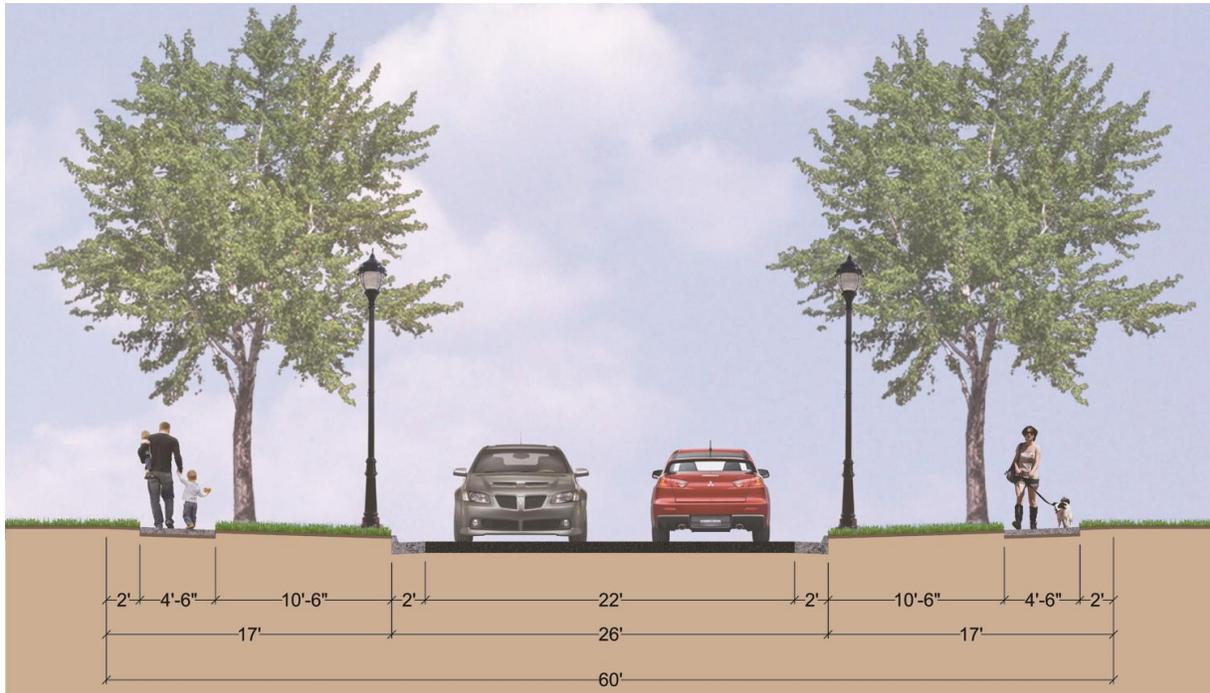


Figure 18, Local Street - 60' Right-of-Way



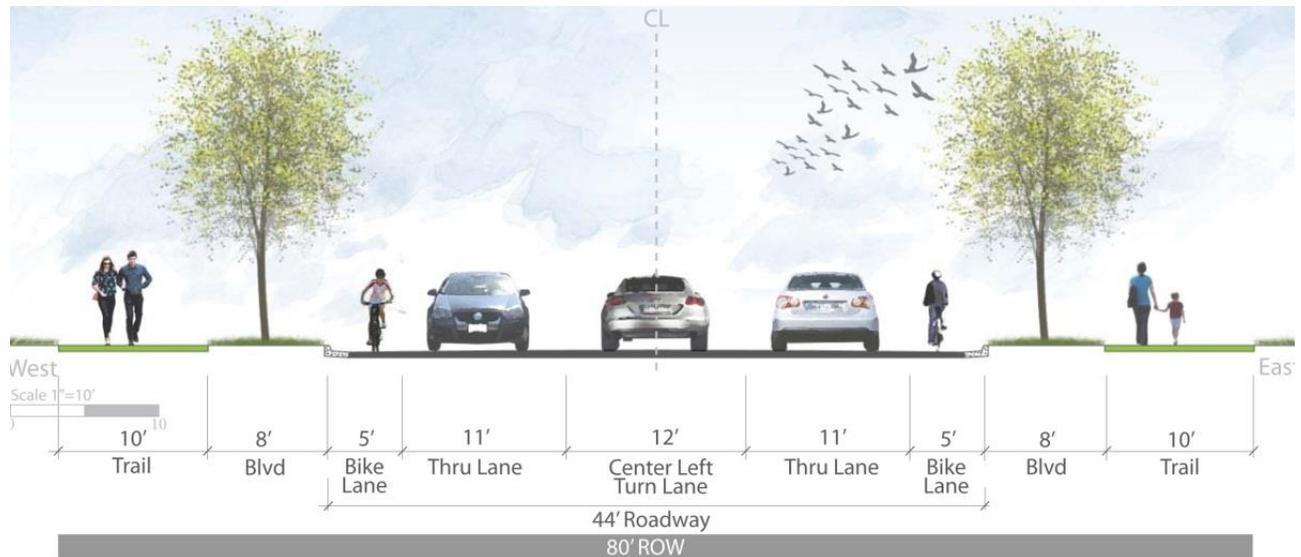


Figure 19, 2nd Street Extension Concept – 80’ Right-of-Way

Figure 19 is intended to represent a concept for the extension of 2nd Street into the northwest growth area. The 10 foot wide trails on both sides provide an amenity for adjacent residents. Recreational and commercial locations can be accessed in addition to the recreational benefit that easily accessible trails provide on their own. This will also serve as a primary route for students to walk and bike to the middle school and high school from the northeast portion of the city.

Preparing for Growth

Bottineau’s current and anticipated growth results in the need to improve existing arterial and collector streets in addition to the provision of new routes as growth progresses. Providing parallel routes to collectors and arterials is also important to help local trips (vehicle trips) avoid truck routes and provide increased access within the community. While local streets that are integral to a development proposal are often the responsibility of the developer to finance and construct, the responsibility for making improvements to arterial and collector streets often falls to the city. A funding plan may include a formula for city, state, or federal funds and special assessments to benefitting property owners.

Based on Bottineau’s current and anticipated growth, specific improvements are critical to the future integrity of the city road network. Refer to figure 22, Roadway Improvement Priorities, to see an overview of the improvements described below:

- **East/West Connections from the northeast growth area to the west side of the community.**
Oak Creek forms a barrier to road connections into the city’s northeast annexation area. It is important that an outlet exists across Oak Creek to relieve potentially high traffic volumes along routes such as 5th Street and 98th Street. 2nd Street provides a direct connection to Main Street



and currently ends at McBain Park. To extend 2nd Street east, right of way would have to be obtained through McBain Park and across Oak Creek, requiring a new bridge or box culvert. 5th Street should also be extended another ¼ mile to 98th Street in order to provide a cross-town connection in order to relieve other routes, such as 98th Street and Highway 5.

- **Backage roads for new commercial development along State Highway 5 on the east side of the city.**

State Highway 5 will function as a principle arterial east of 13th Avenue and west of 11th Avenue. As such, future access points and intersections along these segments of the Highway should be limited to ¼ mile intervals. Fewer access points reduce traffic conflicts and turning movements and maintain traffic flows. To help reduce the number of future access points, it is recommended that a parallel backage road (rather than a frontage road) be located at least 600 feet from the Highway (north and south sides). Backage roads function like frontage roads by providing circulation within commercial areas. Unlike frontage roads, backage roads allow businesses to be located closer to State Highway 5 providing businesses and related signage to be more easily seen by motorists. The backage road should tie into 13th Avenue at least 600 feet north and south of the Highway in order to provide an adequate stacking distance assuring that traffic queuing will not impact traffic movements along the Highway.

- **Continue north/south streets parallel to 13th Avenue.**

A number of north/south local streets were designed in existing subdivisions to continue north. These streets include Jay Street, Vinje Street, and Kersten Street. The continuation of all of these local streets north into the northeast annexation area provides an opportunity to ensure ample north/south access through the northeast annexation area. These routes will also provide parallel routes that will relieve 13th Avenue of future traffic levels and will help local vehicles avoid a truck route.

Safety

Main Street

Main Street is the most highly traveled north/south route in the city and the ETA. It also is the main thoroughfare within downtown Bottineau. The downtown segment of the street from 8th Street to the Railroad has a significant occurrence of crashes over the past five years compared to the rest of the city and the ETA. Many of the crashes involved property damage only. And although many crashes were not related to an intersection, when compared to other city intersections, the number of crashes was significant at the intersections of Main Street and 5th Street and Main Street and 6th Street.



The high rate of crashes within the downtown and along Main Street in particular indicates a potential problem in both controlling and calming traffic. Given the high concentration of vehicles and pedestrians in the downtown area, traffic calming techniques may be appropriate for downtown Bottineau. Traffic calming aims to reduce speeds and increase driver awareness. The following features would be most appropriate for downtown Bottineau:

Bottineau:

- Raised island – a preliminary review of available right of way along Main Street shows that a narrow raised median (3-5' wide) may be feasible. This could also enhance the appearance of the downtown street environment with the use of materials such as pavers or landscaping.
- Raised intersection – an intersection that is slightly raised with either the same material as the existing road or more decorative materials such as pavers. This functions to reduce traffic speeds when approaching and driving through an intersection.
- Bulbouts – the sidewalk and the curb at each corner of an intersection is pushed out, reducing the crossing distance for pedestrians and allowing approaching drivers to see each other by keeping cars from parking near corners and reducing visibility.
- Speed trailer – this posts the passing vehicle speed, usually shown beside a speed limit sign.
- Pedestrian flashers – a sign with flashers or flashers at road grade along a crosswalk can warn drivers to slow down and watch for pedestrians.



Figure 20: Raised island on a commercial street. Source: <http://www.pps.org>

A detailed analysis of downtown traffic levels and patterns would be necessary in order to provide more specific designs and modifications that would efficiently calm and control traffic. It is recommended that such an analysis be paired with a public outreach process with the goal to achieve substantial public input and community buy-in.





Figure 21: Bulbouts, before and after
Source: <http://www.greatneckplaza.net>

State Highway 5

As shown in the Community Overview, traffic levels on State Highway 5 have increased by approximately 20% since 2005. Yet despite the increase in traffic along the Highway, the percentage of crashes in the past five years when compared with the rest of the city and ETA is not unusually high. For example, roughly 13% of all of the crashes within the city and ETA over the past year occurred on Highway 5. Approximately 23% of all the crashes occurred on Main Street alone, which handles less than a quarter of the traffic volume experienced along Highway 5. Despite the relatively low crash rate along Highway 5, improvements must be planned over time to ensure the corridor is a safe and attractive corridor as the city and the regional economies continue to grow.

Community Corridor

State Highway 5 is comprised of three lanes through the community, including a continuous center turning lane. The center turn lane helps to allow pass through vehicles to be unimpeded by those attempting to turn left onto an intersecting street or driveway. To further promote safety in the corridor, the center turn lane could be improved into a landscaped median with designated turning pockets near access points. This would reduce the locations at which left hand turns could be made, and reduce potential conflicts from left hand turns. Another benefit of this option is the aesthetic value of a landscaped median, serving to beautify Bottineau's commercial highway strip.

Main Street and Highway 5

The increase in traffic levels over time will impact Highway 5 by increasing delays through the developed portion of the community. The increase in delays will be most significant at the intersection of Highway 5 and Main Street, which is a major north/south collector and the main thoroughfare through downtown Bottineau. The importance of this intersection will increase as the city and region continues



to grow. This intersection needs to be closely monitored as traffic volumes increase to determine appropriate geometric improvements and traffic control measures.

Sinclair Street and Highway 5

With residential land use designated south of Highway 5 and west of Sinclair Street, future residential development will lead to increased turning movements at the intersection of Highway 5 and Sinclair Street. Sinclair Street north of Highway 5 is also a designated truck route and as such involves a relatively high number of trucks turning at the Sinclair Street and Highway 5 intersection. This intersection also needs to be closely monitored as traffic volumes increase to determine appropriate geometric improvements and traffic control measures. Heavy truck volumes increase starting and stopping time at intersections, thereby causing overall traffic delay, and increase queue lengths at intersections. At some point, turn lanes and other intersection capacity improvements will be needed to allow the intersection to function efficiently. In some cases, traffic control measures such as traffic signals become warranted due to traffic conditions caused by increasing volumes and high truck percentages.

Corridor Analysis

Since State Highway 5 is under State Department of Transportation (NDDOT) control, studies of the corridor and any improvements will require a partnership between the City of Bottineau and the NDDOT. The following safety and capacity measures for the US Highway 2 corridor should be considered as part of any analysis within the corridor:

- Traffic Control (traffic signals, stop control, etc.)
- Travel Lanes and/or Turn Lanes (right turn lanes, continuous left turn lanes, dedicated left turn lanes, additional through lanes)
- Sight Distance Analysis (identification of any limitations in the necessary stopping sight distance along the corridor)
- Speeds (speed limits, actual travel speeds)
- Geometrics (extent to which the corridor accommodates trucks with ease, and where improvements are needed)

Lighting

Street lighting is an important component of the urban environment, as it increases public safety, pedestrian safety, and overall traffic safety. Street lighting will be a component of all future growth in Bottineau.

Access Management

Control of access to roadways, both in terms of cross-street spacing and driveway placement, is a critical means of preserving or enhancing the efficient operation of the roadway system and improving safety



by reducing accident exposure. Access control guidelines are used to preserve the public investment in the roadway system and to give direction to developers for plan preparation. The guidelines balance the public interest (mobility) with the interests of property owners (access). Effective control of driveway access on the entire street system requires cooperation of city, county, and State officials.

Access to Principal Arterials

For principle arterials within the City of Bottineau’s jurisdiction, it is recommended to limit cross-street access to one-quarter mile spacing within urbanized areas, with one-half mile to one mile spacing being optimal. Through the lifespan of this plan, coordination will be necessary with NDDOT (State Highway 5).

Access to Minor Arterials

For minor arterials within the City of Bottineau’s jurisdiction, 1/8 mile spacing of all access points (cross streets and driveways) is recommended. Through the lifespan of this plan, the city will work with Bottineau County to minimize the number of driveways directly accessing minor arterials within the ETA and will continue to look for opportunities to reduce/combine access points as development continues.

Driveway Access on City Streets (Collectors and Local Roads)

Driveways contribute to accidents and reduced traffic flow on major streets in municipalities because they add to the number of locations where vehicle conflicts can occur. It is desirable to have policies and ordinances in place that:

- Limit the number of driveways to those that are actually needed to safely accommodate the traffic generated by each development.
- Provide adequate spacing between driveways so conflicts (and resulting crashes) between vehicles maneuvering at adjacent driveways do not arise.
- Ensure proper design to accommodate driveway traffic and minimize vehicle conflicts without significantly reducing roadway capacity.
- Facilitate opportunities to reduce/combine existing accesses where possible

The city’s access management plan is shown below.

Table 6, Bottineau Access Management Plan

Functional Classification	Intersection and Access Spacing*
Principal Arterial	¼ mile (1,320 feet)
Arterial	1/8 mile (660 feet)
Collector	300 feet

*Unless traffic study indicates more spacing is required.



Occasionally, natural features of a particular site or the needs of a particular land use may require special access features in a proposed development. The city may wish to require a traffic study before approving projects. A traffic study will assess potential impacts on the affected roadways and make recommendations for the best site layout and access. The city may require the following steps be included in traffic studies:

- Estimate site traffic generation and future non-site traffic.
- Determine directional distribution of trips.
- Estimate turning movements at driveways and the resulting level of service.
- Analyze current and future access requirements.
- Provide necessary geometric and operational improvements to safely accommodate the site's access requirements without negative impacts to traffic operation on the adjoining roadways.



Right-of-Way

Because right-of-way (ROW) is a valuable public asset, it needs to be protected and managed in a way that respects the roadway's intended function, while serving the greatest public good.

Bottineau will, with its current and anticipated growth, need to reconstruct, widen and construct new roadway segments to meet future capacity and connectivity demands. Such improvements will require that adequate ROW be maintained or secured. The city will coordinate with NDDOT and Bottineau County for ROW acquisition along county or state routes. For ROW acquisition along local roads, the city may either directly purchase ROW or utilize its planning and zoning authority to acquire ROW.

Direct Purchase

One of the best ways to preserve ROW is to purchase it. Unfortunately, agencies rarely have the necessary funds to purchase ROW in advance, and the public benefit of purchasing ROW is not realized until after a roadway is built. Most typically, local jurisdictions utilize various corridor preservation methods prior to roadway construction and then purchase the ROW if it is not dedicated, at the time of design and construction.

Dedications

As a routine procedure associated with subdivision plat approvals, right-of-way will be dedicated on new plats or on replats. Once a plat approved and recorded, the private property within the street areas is converted to public right-of-way. Right-of-way dedications are dedicated by the property owner and accepted by the governing body with a certification on the face of the plat.

Planning and Zoning Authority

The City of Bottineau may use the following methods to regulate existing and future land use. Under this authority, there are a number of tools for preserving right-of-way for transportation projects. These tools include:

- *Zoning*

If the property has a very low-density zoning classification, the city may try to maintain its existing zoning classification (i.e. do not rezone it). A low zoning classification limits the risk for significant development, and can help preserve land for potential ROW until funding becomes available for roadway construction.

- *Platting and Subdivision Regulations*

Platting and subdivision regulations give the city authority to consider future roadway alignments during the platting process because land must be platted before it is developed. The city may use their authority to regulate land development to influence plat configuration and



the location of proposed roadways. In most instances, planning and engineering staff work with developers to formulate a plat that meets development objectives and that conforms to a long-term community vision and/or plans. The City of Bottineau will require ROW dedication as part of the platting and subdivision process.

- *Official Mapping*

A final strategy to preserve ROW is to adopt an Official Map. An Official Map is developed by the city and identifies the centerline and ROW needed for a future roadway. The city then holds a public hearing showing the location of the future roadway and incorporates the official map into its transportation or community facilities plan. The official mapping process allows the city to control proposed development within an identified area, and to influence development on adjacent parcels. However, if a directly affected property owner requests to develop his/her property, the city has six months to initiate acquisition and purchase of the property to prevent its development. If the property is not purchased, the owner is allowed to develop it in conformance with current zoning and subdivision regulations. As a result, the official mapping process should only be used for preserving key corridors in areas with significant growth pressures.

- *Fringe Area Road Master Plans*

Some communities choose to prepare a fringe area road master plan to designate locations for future collector and arterial roadways. The adopted document shows developers where future roadways are expected. Some flexibility is allowed and alternative road alignments can be considered. A fringe area road master plan will prevent parcels from becoming landlocked, assuring future circulation and road continuity.

Maintenance

As Bottineau's traffic volumes increase, it is important to monitor the condition of streets and highways to identify maintenance needs. In many cases, street reconstruction is best carried out when utility replacements are needed. Routine, programmed maintenance of pavement is extremely important to the overall longevity of the streets, and can significantly delay the need for reconstruction and rehabilitation. Some cities use a pavement management plan to schedule and budget for on-going upkeep of the system. While there are on-going costs associated with implementing such a plan, the costs are typically lower level predictable (budgeted) costs as opposed to higher, sometimes unexpected costs of total reconstruction.

An important maintenance consideration is paving of existing gravel roadways, as discussed above in Preparing for Growth. Studies have shown that once the ADT exceeds 250 vehicles per day, per mile maintenance costs for gravel roads increase significantly, and are two to three times the maintenance



costs of paved roads. As Bottineau experiences continued growth to the north and east, the City will make investments in the roadway network that will ultimately reduce gravel road maintenance costs by ensuring that growth area arterial and collector streets are paved and designed appropriately for the anticipated traffic volume.

Pedestrian and Bicycle Facilities

Bottineau currently maintains an extensive system of sidewalks throughout most of the community. Sidewalks are an important component of a city's transportation system as they:

- 1) provide a safe place to walk as opposed to the street,
- 2) reduce automobile dependency by encouraging and facilitating walking instead of driving,
- 3) increase the sense of neighborhood - both adults and children gravitate to these public facilities where people feel comfortable getting to know their neighbors, supervising children at play, and generally becoming familiar with the neighborhood, and
- 4) Promoting healthy living through walking for exercise – sidewalks and trails are considered by many as the most desirable recreational facility a community can provide to its residents.

Bottineau's sidewalk system will be gradually improved as opportunities arise through street reconstruction, redevelopment, and infill development. New sidewalks and repair of existing sidewalks will be designed and constructed per required ADA standards. Due to the extensive lengths of sidewalks needed throughout the existing community, the City will prepare a plan with a prioritized list of sidewalk projects. Streets with higher existing or projected traffic volumes, such as 5th Street, should be given higher priority in the plan.

As the city grows, sidewalks will be appropriate for both sides of all local streets and can become a routine aspect of the developers' improvements for a new subdivision. At a minimum, arterial and collector streets in growth areas would be provided with a sidewalk on one side, and a 10-foot bicycle trail on the other side.

Right of way for trails should be acquired or dedicated to the city as part of subdivision plats. Trails are seen by many developers as amenities and they will incorporate them into their developments. The City can also require new development to provide trails through the subdivision review process. Other than new development, funding sources for trails have, in the past included Transportation Enhancement Funds (federal funds distributed through NDDOT), park district funds, or other sources of local, state, or federal funding. Typically more than one funding source is needed. Since future *off-street* trails should correlate with planned park and open space land adjacent to Oak Creek, a natural local funding source could include park district funding.



Managing Railroad Impacts

Another aspect of future transportation connectivity is the crossings of the railroad. Lengthy trains traveling through the community currently cause extensive delays for residents, commerce, and emergency vehicles. State Highway 5 provides a vital connection within the community and the region and includes one railroad crossing. Another important railroad crossing is located along Main Street, a vital north/south route within the community and the region. Other notable crossings are located on 98th Street, 5th Street, and 7th Street.

Grade Separation (Underpass/Overpass)

Typically, an engineering study helps to determine the most feasible and cost effective choice between an underpass or an overpass (known as grade separations). Even if the funding for a grade separation isn't available for a short term project, a feasibility study will help to determine:

- 1) the optimal location for a railroad grade separation,
- 2) the estimated amount of right of way needed for a grade separation, which helps the city to preserve the right of way, and prevent new or expanded development from becoming an obstacle to the facility at a later date,
- 3) feasibility of an overpass or underpass, and;
- 4) a planning level cost estimate, which will help the community prepare for this type of major transportation investment. A grade separation of the railroad is expected to cost \$5-7 million. Many variables can affect this cost.

Railroad grade separation projects should be prioritized based upon emergency access, traffic counts, pedestrian and bicycle use, and the overall importance as a connection within the transportation network. The crossing at State Highway 5 is the most heavily used crossing for vehicles and bicyclists. The disadvantage of having a railroad grade separation on Highway 5 is the high potential for impacts to a number of existing businesses and the cemetery. Other crossings within the city, except for 98th Street, present significant challenges as well. Significant impacts could result to existing residences, businesses, and potential street closures could occur due to the small blocks within the older parts of the community.

Quiet Zones

Residential areas on either side of the railroad through much of central Bottineau are located adjacent to the railroad and are without an effective sound barrier. This area is concentrated within a corridor stretching from State Highway 5 and the railroad to north of the Main Street crossing. An opportunity exists to explore the feasibility of a Quiet Zone within this corridor. The Quiet Zone program seeks to balance the negative impacts of at-grade train activity and train horn noise on sensitive neighborhoods with the need to maintain improved auto/rail safety and efficiency. The implementation of a quiet zone



in Bottineau could increase pedestrian, bicycle, and auto safety around the railroad in the city and provide a quieter, more peaceful community with the elimination of train horn noise.

Managing Truck Traffic

With the exception of the grain elevators located in the center of the community, most designated industrial areas in the City of Bottineau are located with adequate access to established truck routes and are located away from residential neighborhoods. Industrial areas already developed and those planned are located on the north side of the City along the railroad tracks, north and south of the municipal airport, and southeast of the city south of Highway 5. Industrial uses were designated in these areas to concentrate truck traffic on arterial streets that are better suited to handle additional truck traffic. These areas were planned based from the city's existing designated truck routes, primarily focused on State Highway 5, 13th Avenue, 98th Street, and 11th Avenue.

Truck traffic from industrial, industrial/warehousing, and commercial land uses can be adequately accommodated through the following measures:

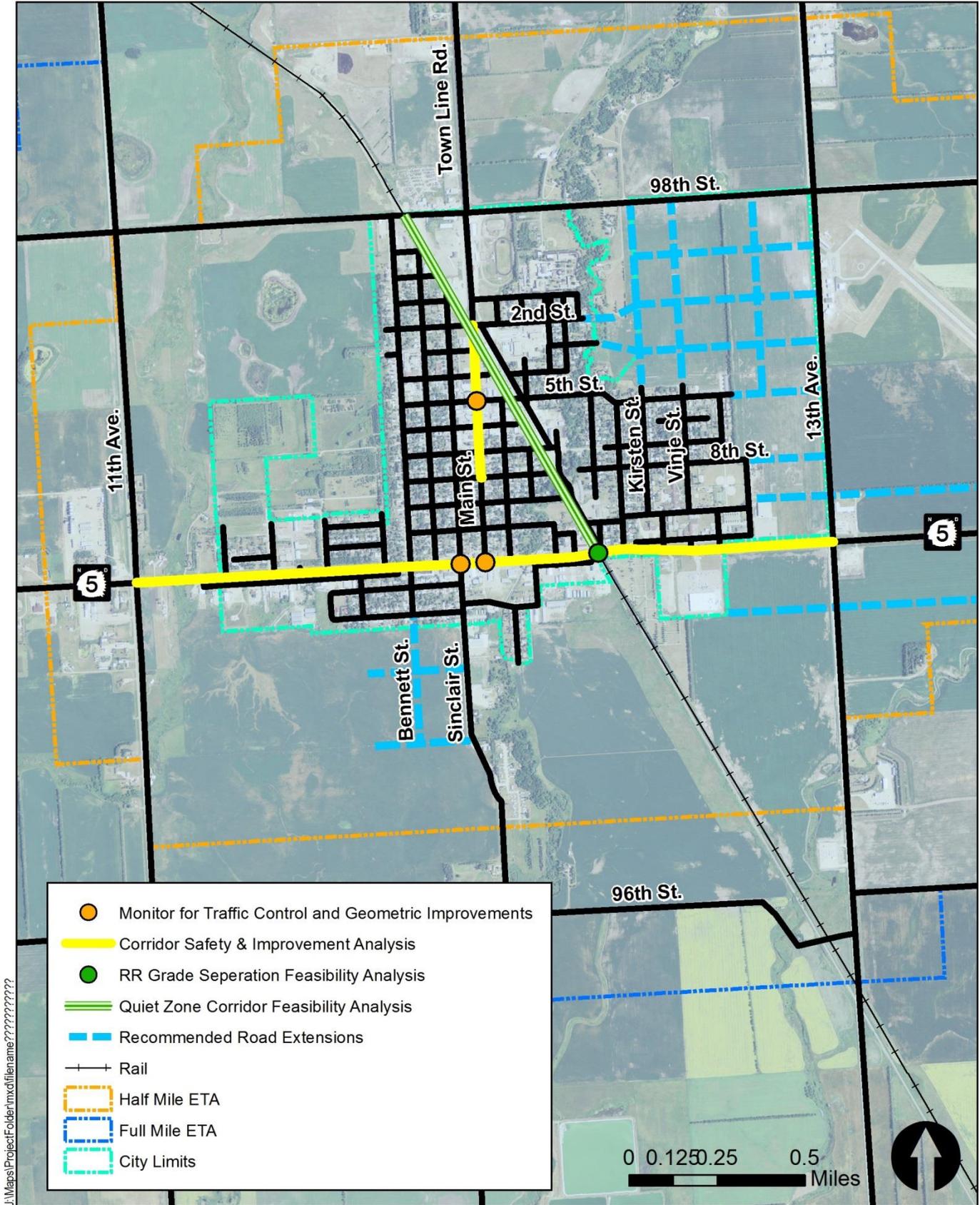
- Locating truck-intensive land uses with good proximity to the highway system and with good access to arterials.
- Using acceptable design standards on arterials and major collectors, which will ensure adequate turning radius and pavement depth for trucks.
- Signing and marking to minimize truck traffic through neighborhoods.
- Ensure that the provisions of the truck traffic ordinance are closely followed

Aviation

Structures which are 200 feet or higher above ground level may pose hazards to air navigation. Bottineau has no existing structures of this height and existing zone districts limit building heights to fifty feet. Any applicant who proposes to construct such a structure shall notify the city and the Federal Aviation Agency (FAA) as defined under the provisions of Federal Regulation Title 14 Part 77, using the FAA Form 7460-1 "Notice of Proposed Construction or Alteration" (see <http://forms.faa.gov/forms/faa7460-1.pdf>). These forms must be submitted 30 days before alteration/construction begins or the construction permit is filed, whichever is earlier.

It is important to protect the public investment in the city's airport and not jeopardize air traffic by allowing a tall structure that would create conflicts with flight patterns.





Transportation Priority Action Items

Figure 22

Recreation

The City is currently has an extensive recreational system that offers a variety of recreational opportunities to residents and visitors. Recreational opportunities will expand into new growth areas as development occurs. Opportunities will also exist for the redevelopment of publicly-owned areas into recreational assets. Connectivity between different recreational assets and throughout the city in general will be achieved through the lifetime of this plan.

Future parks and other recreational facilities are designated as “floating” on the land use plan, meaning that they are not fixed in one place, but should be placed within the general area. The best location for these facilities will be determined during the design or master planning of new neighborhoods.

Neighborhood Parks

With future population projections and land use development as identified in the land use plan, *at least* one neighborhood park (designed to serve a local neighborhood, generally less than 5 acres in size) will be needed to serve new residential development. Preferably, a neighborhood park should be incorporated into the northeast growth area to serve future residential growth. As identified in figure 25, opportunities exist along the east side of Oak Creek and near 13th Avenue where the city could take advantage of a joint use opportunity (park shared with a school grounds), should a new elementary school be developed in the vicinity.

Table 7: Park Types

Park Type <i>Local Example</i>	Size	Function
Neighborhood <i>McBain Park</i>	Less than 5 acres	Serves a local neighborhood and is accessible to pedestrians and bicyclists. Serves a ¼ mile radius.
Community <i>Tommy the Turtle Park Forestry Park</i>	5-20 acres	Serves multiple neighborhoods and allows for large recreational spaces. Serves ½ -1 mile radius.
Regional <i>Forestry Park (if expanded)</i>	Over 20 acres	Serves multiple communities or an entire region, includes a variety of recreational opportunities, some of which may be unique to the region.

Forestry Park

Only a portion of Forestry Park is currently utilized as park space. If more fully utilized, the State property could function as a regional park, offering additional recreational opportunities at a scale available to the entire region including Bottineau County and surrounding areas. An expanded park could serve as an additional draw for visitors who could support local businesses. If the city intends to further develop Forestry Park as a regional recreational asset, it will be important to plan for a regional



draw, offering facilities unique to the region. It will also be important to provide the parking and other infrastructure necessary to support a large number of visitors.

Pedestrian and Bicycle Facilities

Multiuse trails that offer access to different parts of the city and other recreational walking, running, and cycling opportunities are a valuable asset that should be considered as a key component of the recreational system, tying together parks and other facilities. The existing multiuse trail along State Highway 5 serves as a vital connection from the east to the west side of the city. Figure 25 shows alternative routes the city should consider to expand upon the existing State Highway 5 trail. The alternative routes could either be fully developed with a multiuse trail or simply follow along existing streets designated for pedestrian and bicycle use with sidewalks and bike lanes.

Continuing the multiuse trail around the community was a goal identified by many of the participants at the public input meeting. The simplest places to expand the trail include areas that are undeveloped and where right of way is available to develop for the trail. This could occur along State Highway 5 east of Wal-Mart, along 13th Avenue from State Highway 5 to 98th Street, and 98th Street from 13th Avenue to the Dakota College at Bottineau. Other opportunities could exist through new development in the northeast portion of the city and/or along the east side of Oak Creek north of 5th Street. In order to ensure the multiuse trail is developed as growth occurs, it is important to establish an official trail master plan. A master plan is a valuable tool that can be utilized when working with the State Department of Transportation (NDDOT), the County Highway Department, or developers so they can consider incorporating the trail into their development plans and road projects.

Where pedestrian and bicycle routes are needed along roads where the right of way and adjacent development is built out, a number of means are available to achieve user safety. Bike lanes can be utilized on the roadway where the lanes are either identified with simple striping or with different pavement coloring. Sidewalks should be provided for pedestrians. To further establish the importance of the route, the special traffic calming measures mentioned earlier can be taken to improve safety.



Figure 23: Colored bike lanes. *Source: ahtd.info*



Oak Creek

The following opportunities related to Oak Creek are available and should be considered in the areas as identified in figure 25:

- Educational – Interpretative signs or displays can be utilized at various locations throughout the stream corridor to help residents and visitors learn about the environmental aspects of the creek. With a significant educational presence within the community, the educational opportunity presented by the creek could be a valuable asset. Educational programs could be considered involving the creek as an outdoor classroom where tours and groups of students might learn beside the creek.
- Recreational – Undeveloped portions of the creek present opportunities for small park space. McBain Park is an existing example of this, where the city has taken advantage of the prime location along the creek. Stretches of creek corridor also present opportunities for trails. Trail users tend to prefer a natural, quiet setting such as that offered along Oak Creek in many areas, as opposed to walking or biking along a busy road.



Figure 24: Interpretive sign

Other Facilities

Through the public input process and working with city officials, the desire for a new ice arena was identified. The existing arena is located between 5th Street and 8th Street on the east side of the railroad. Potential new locations could include the following:

- Existing Elementary School site – If the school relocates in the future, the site would serve as a central location adjacent to downtown. A problem related to the site is the limited size—while a larger ice arena might be accommodated on the site, parking could be a challenge. Any study of the site for such a facility should carefully consider off-street parking needs.
- Northeast Growth Area – A new site could be acquired in the northeast portion of the city that was recently annexed. Should the elementary school be relocated into this area, the city could consider collaborating with the school district to explore opportunities to site and plan for both facilities together.



The existing ice arena site could be redeveloped into a neighborhood park. The adjacent creek could be utilized as a main feature, with education information about the creek, a short trail, a picnic area, and/or other small outdoor recreational facilities.

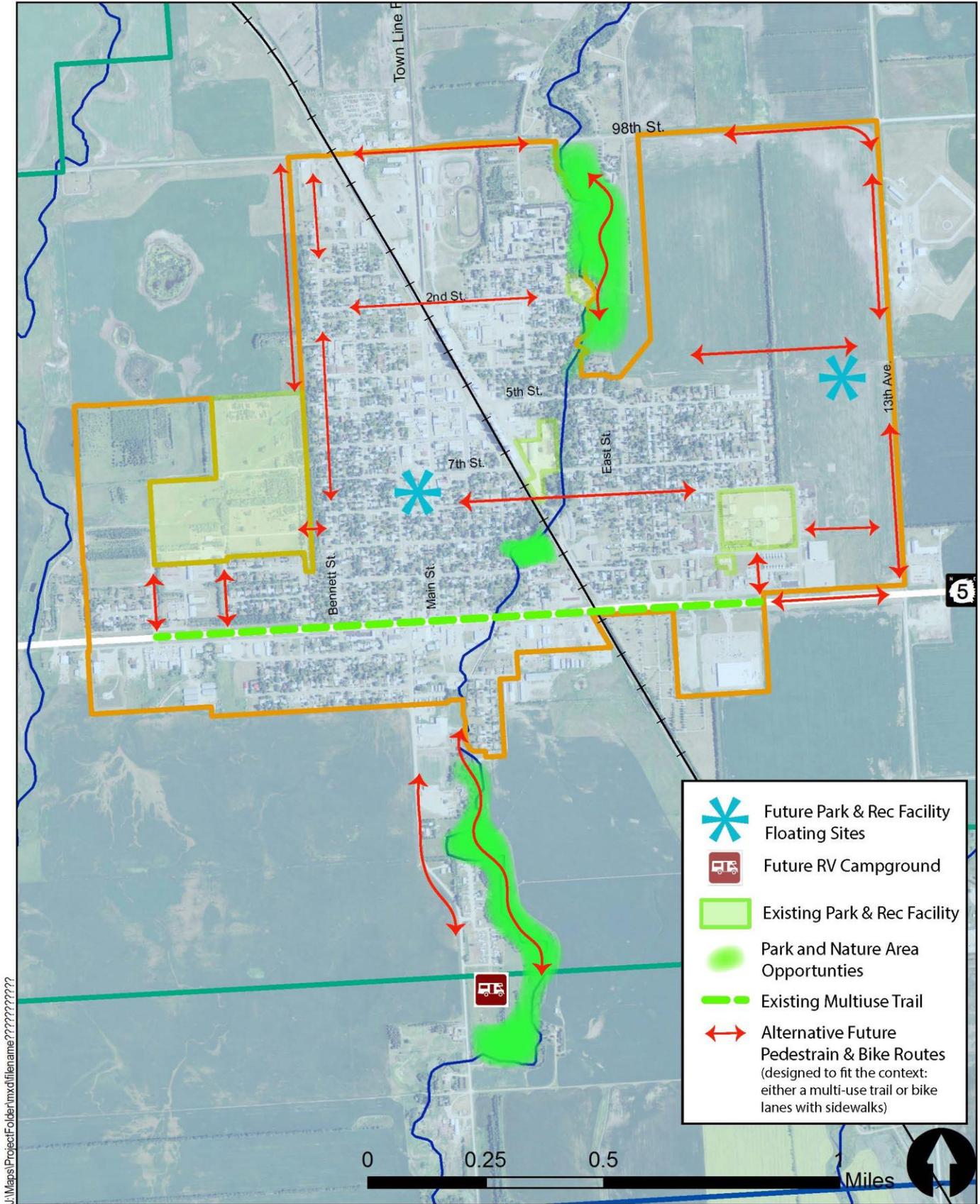
To provide for additional RV parking capacity an additional RV campground site has been designated south of the city along Sinclair Street, adjacent to Oak Creek. The designated area is adjacent to an existing private RV and mobile home park and would be easy to find and access from State Highway 5.

Recreation & Development Review

In addition to the desired parks and recreational facilities described in the recreation plan, the city should ensure that smaller parks and city recreational facilities are provided within new residential developments. The city could require parks and trail connections to be specifically included within the context of a proposed subdivision or a detailed master plan for a particular area. Land area dedications equal to 10 percent of residential acreage is recommended for parks.

Although some developers will resist dedicating buildable land for neighborhood parks, nationwide surveys show that property values increase for lots near public amenities. People will simply pay more for a property that has easy access to parks and walking trails. Parks and trails are a way to add value to any development.





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Parks and Recreation Facilities Concepts

Figure 25



Bottineau Comprehensive Plan
City of Bottineau

Appendix A: Community Overview



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The community overview section of this comprehensive plan is meant to provide a general summary of the existing conditions of the City of Bottineau. It is often said that one can't know where they're going unless they know where they've been. This is about where Bottineau has been and where it is now.

History

In 1873, the Dakota Territorial Legislature founded Bottineau County, named in recognition of the famous pioneer Pierre Bottineau, who was instrumental in the 19th Century settlement of North Dakota and Minnesota. Later, in 1882, Bottineau County was declared open for pioneers to settle the area. The settlement of Oak Creek was among the first in the county. It had a customs station and a stagecoach stop. In 1884, Oak Creek was renamed Bottineau. Three years later, in 1887, Bottineau was moved 1.5 miles south to where the Great Northern Railway was built. This is where the City of Bottineau stands today.

The City experienced rapid population growth during its beginnings in the 1890s. By 1900, Bottineau County was larger than Burleigh County. In 1894, the State of North Dakota chose Bottineau as the designated location for a State forestry school. The school opened in 1906, and included a large stone building built in the Romanesque revival style commonly referred to as "Old Main" (the building is currently registered in the National Register of Historic Places). Later the school became known as the Dakota College at Bottineau. In 1908 a drainage project for the Mouse River Valley began. These two events – the establishment of Dakota College and the implementation of the drainage project contributed to the steady growth of the City of Bottineau. A steady expansion of the railroad network throughout North Dakota and increased train traffic through Bottineau supplemented growth throughout this period.

Bottineau's downtown district took shape from the 1890s through the 1930s. A number of stone buildings from the City's early days still remain. The State Historical society sponsored a survey of the City in 1988, which found the downtown to contain a wide range of architectural styles. The old buildings of the downtown area offer the potential for an historic district designation. Older residential neighborhoods and several churches were developed adjacent to the downtown area during the same time period. Residential neighborhoods east of the railroad tracks were developed in earnest beginning in the 1950s.



Demographics

Population

The following information was compiled from U.S. Census Bureau data. Bottineau's 2011 population was estimated to be 2,215, representing a minor increase from the 2010 population of 2,211.

Bottineau is the County seat of Bottineau County in north-central North Dakota (Figure 1, Location Map), located along State Highway 5 just 12 miles south of the Canadian border. Bottineau's 2011 population makes up 34.38% of Ward County's population of 6,443 and is the largest city in the County. The County has experienced a steady population decline from over 17,000 in 1910 to its current population. However, it is estimated by the Census that the population has stabilized and has had a minor increase over the past two years.

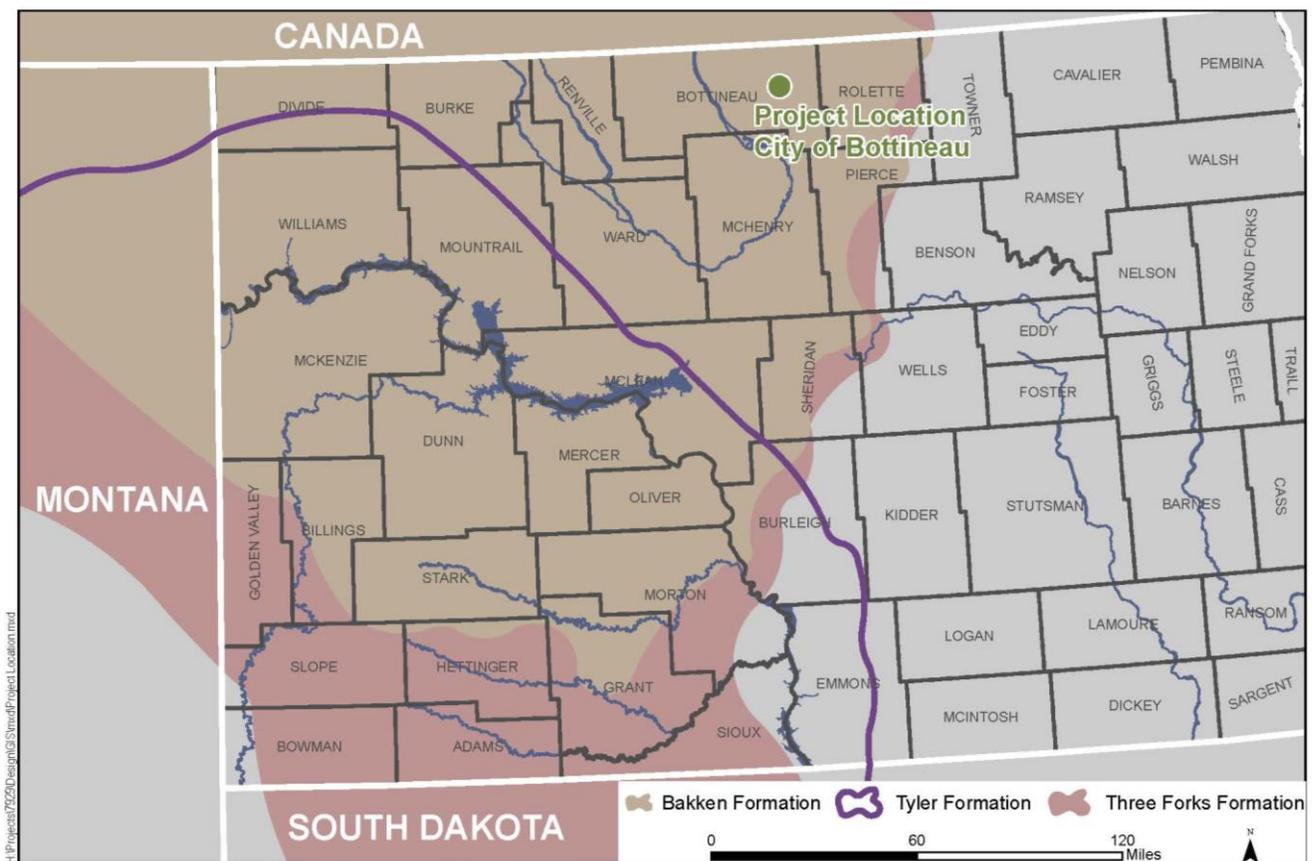


Figure 2: Location Map



The City of Bottineau experienced a gradual increase in population from 888 in 1900 (when data was first collected) to 2,829 in 1980, involving an average increase of over 240 persons per decade. However, the City has experienced a gradual decline in population over the past thirty years, losing approximately 200 persons per decade.

Both the City of Bottineau and Bottineau County experienced declines in population during the 1980s, with the City decreasing 14.31% between 1980 and 1990 and the County decreasing 0.81% during the same period of time. This decrease can likely be attributed to the reduction of oil activity in the region following the oil boom of the early 1980s.

An interesting trend can be seen by comparing the historical populations of Bottineau City and Bottineau County. Since the large influx of immigrants ending by 1910, the County’s population has steadily declined, whereas the City’s population has increased slightly. This parallels the national trend. With the exception of the 1980s, the State as a whole has experienced a steady decline in population from the 1930s until recent decades. This decline has been associated with the national shift in population from the colder North Midwest and Northeast “rustbelt” areas to the Southeast and Southwest “sunbelts”. Another national trend is evident in the area, involving a steady transition of the rural population to urban areas as farms continue to decrease in number while increasing in size.

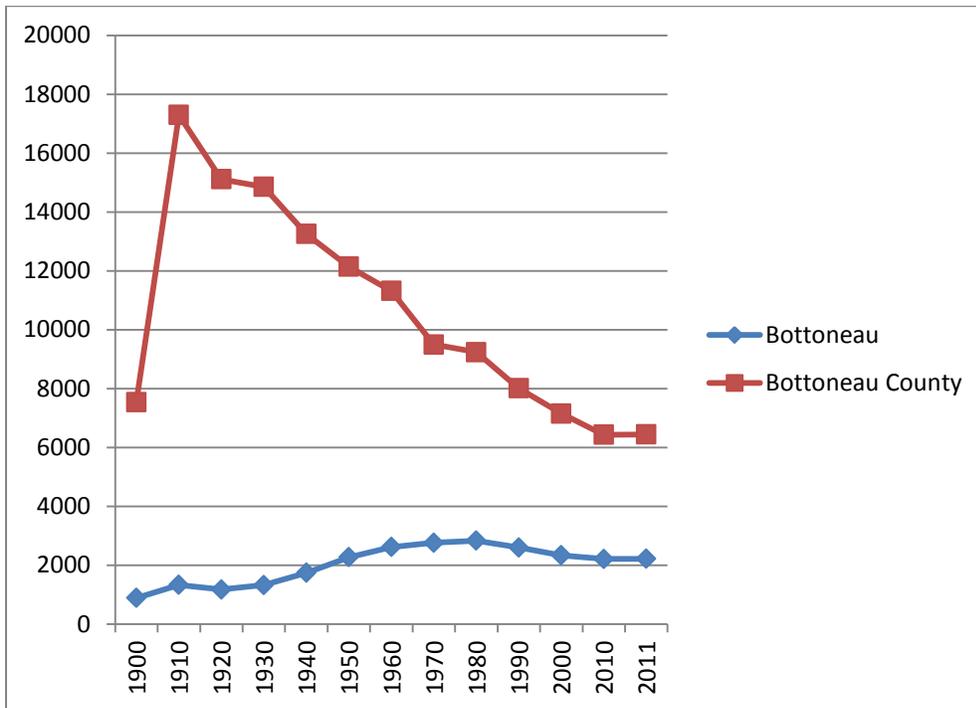
Table 1, Population Characteristics

Year	Bottineau		Bottineau County			North Dakota		
	Population	% Change	Population	% Change	% of County	Population	% Change	% of State
1900	888	-	7,532	-	11.79%	319,146	-	0.28%
1910	1,331	49.89%	17,295	129.62%	7.70%	577,056	80.81%	0.23%
1920	1,172	-11.95%	15,109	-12.64%	7.76%	646,872	12.10%	0.18%
1930	1,322	12.80%	14,853	-1.69%	8.90%	680,845	5.25%	0.19%
1940	1,739	31.54%	13,253	-10.77%	13.12%	641,935	-5.71%	0.27%
1950	2,268	30.42%	12,140	-8.40%	18.68%	619,636	-3.47%	0.37%
1960	2,613	15.21%	11,315	-6.80%	23.09%	632,446	2.07%	0.41%
1970	2,760	5.63%	9,496	-16.08%	29.06%	617,761	-2.32%	0.45%
1980	2,829	2.50%	9,239	-2.71%	30.62%	652,717	5.66%	0.43%
1990	2,598	-8.17%	8,011	-13.29%	32.43%	638,800	-2.13%	0.41%
2000	2,336	-10.08%	7,149	-10.76%	32.68%	642,200	0.53%	0.36%
2010	2,211	-5.35%	6,429	-10.07%	34.39%	672,591	4.73%	0.33%
2011*	2,215	0.18%	6,443	0.22%	34.38%	683,932	1.69%	0.32%

*Based from 2011 Census estimate



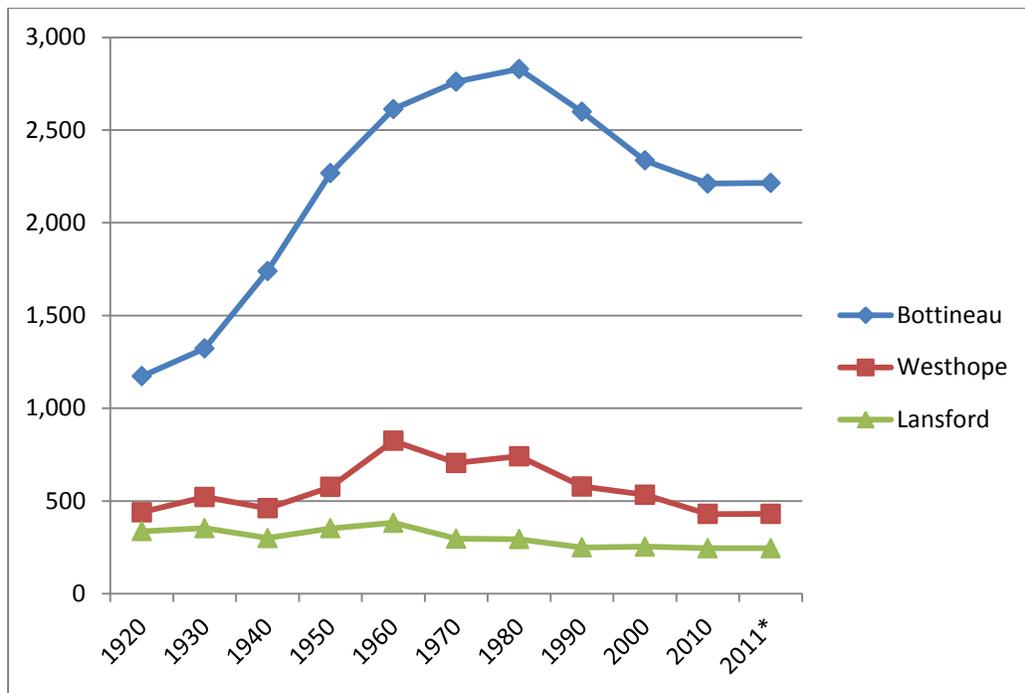
Figure 3, Comparison of Bottineau City and Bottineau County



To better understand population trends in urbanized areas, it is helpful to compare the City of Bottineau to other cities. Figure 4 depicts the population trends over the past 90 years for Bottineau, Westhope and Lansford. Of the three, only Bottineau has maintained a significant increase in population over the 1920 statistic; the other cities have either maintained the same population or declined. This may be due to a number of factors—including the fact that Bottineau is a significant job center, has good highway access, and more amenities (recreation, goods, services, etc.).



Figure 4, Population Comparison by City



*Based from 2011 Census estimate

Gender Ratio

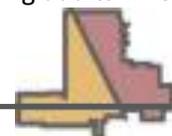
According to the 2010 U.S. Census, Bottineau's population was 52.17% female and 47.83% male. This gender ratio varies from the State population which includes 49.49% female and 50.51% male. This variation may be due in part to the City's distance from the presently more active Bakken oil formation area where men will continue to outnumber women by an increasing margin. However, Bottineau County itself is an oil producing county and is situated relatively close to the presently active and developing Bakken oil formation area. Therefore, there is a potential for the City to be influenced by related economic and population growth. The City already serves the surrounding area with a number of services, which may attract new employees and families moving into the region as a result of nearby oil industry development.

Age Distribution

The median age of Bottineau residents is 41.6, according to the U.S. Census 2011 estimate. The median age of female residents is 47.3, significantly higher than that of male residents' median age, 37.1, indicating a greater longevity of women in Bottineau. Overall, the median age of Bottineau City residents is older than the State of North Dakota (median age of 37.0), but is younger than the median age for Bottineau County (median age of 47.6).

A population pyramid illustrates the distribution of age groups in a population by gender. An elderly population is depicted as a top heavy pyramid, showing a decreasing population. Three factors that can contribute to a declining population include: 1. low birth rates; 2. out-migration of young adults who are

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in the age group most likely to have children and; 3. general out-migrations of populations from rural communities and areas to bigger cities. In contrast, a bottom heavy pyramid would show an increasing population with a potential for rapid growth. Population pyramids that are middle to bottom heavy (similar to Bottineau's) depict populations that are experiencing a state of change and exhibit a potential for growth.

The population pyramid for Bottineau is shown in Figure 5.

Figure 5, Bottineau Population Pyramid

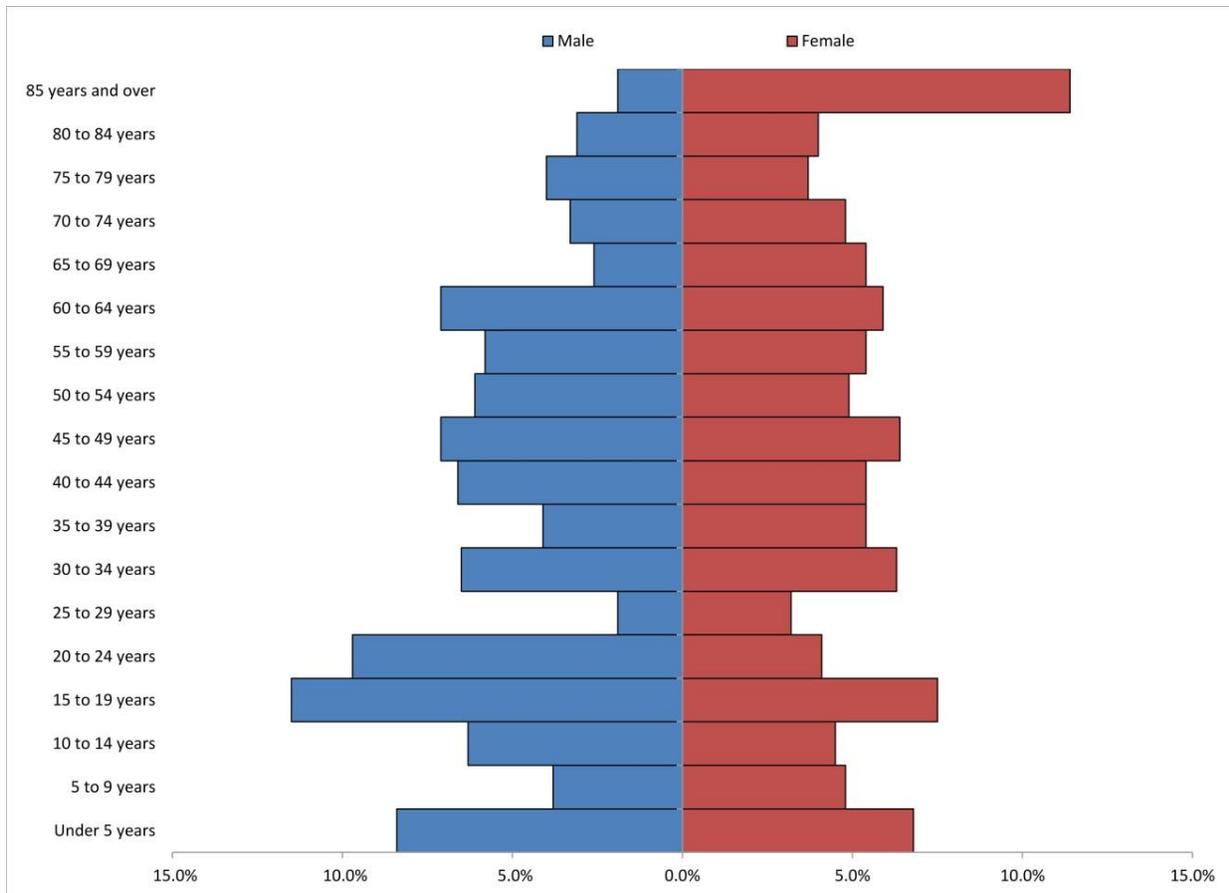


Figure 5 shows a large proportion of the population is between 30 years of age and 64 years of age. In the next five to ten years, as much as a third of this segment will likely be leaving the workforce and entering retirement. The enrollment of 650 students at Dakota College, Bottineau explains the higher number of traditional college-age males.

Housing

The 2011 census estimated a total of 1,117 housing units, 8% of which were noted as vacant. This represents a very slight increase in housing units from the year 2000 total of 1,114 units. Of the 1,028 occupied housing units in year 2010, 751 were owner-occupied (73.1%) and 277 were renter-occupied

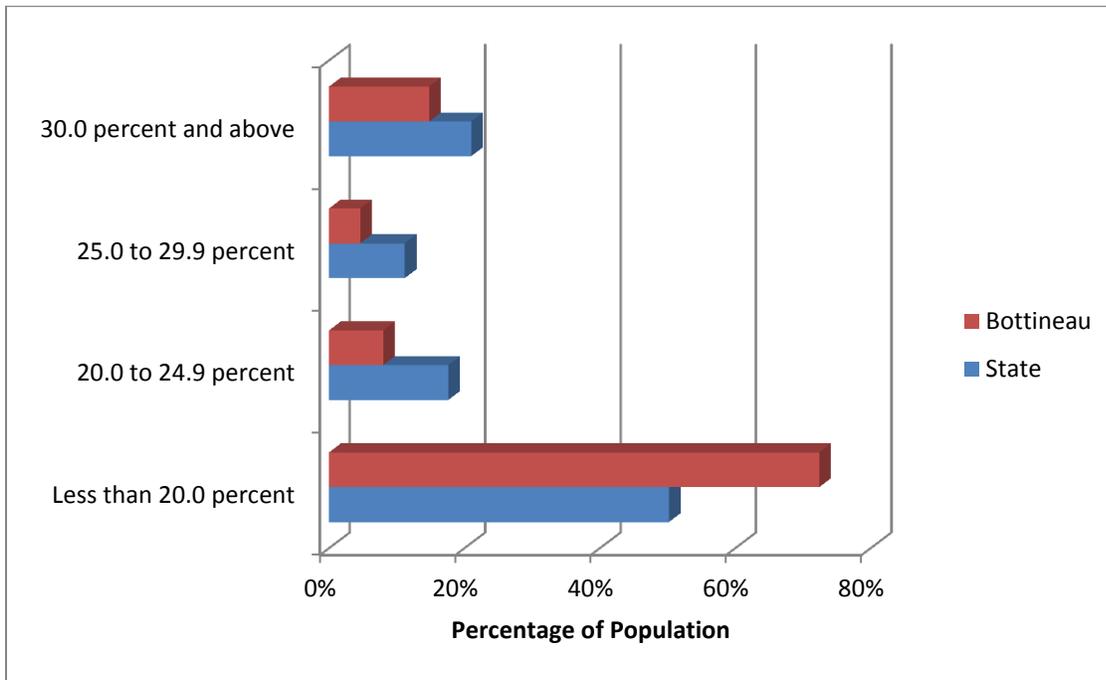


(26.9%). The percentage of owner-occupied units increased slightly from the year 2000, when 68.2% of occupied housing units were owner-occupied. According to the 2010 census, owner-occupied units had an average of 2.23 persons per household. The remaining renter-occupied units had an average of 1.43 persons per household. The difference in household size between owner-occupied households and renter-occupied households can be expected in most urbanized areas, where renters include more single people and couples without children. This corresponds with the student population of Dakota College.

Housing seems more affordable in Bottineau than the rest of the State when considering housing costs as a proportion of income. Roughly 20% of statewide homeowners spend 30% or more of their income on housing. The federal government considers 30% or more of household income spent on housing as unaffordable. In Bottineau, fewer than 15% of homeowners spend 30% or more of their income on housing. Over 70% of homeowners in Bottineau spend less than 20% of their income on housing compared with 50% of homeowners in the State. Another factor could be that a higher percentage of home mortgages are already paid off, given the higher than average median age within the City of Bottineau.



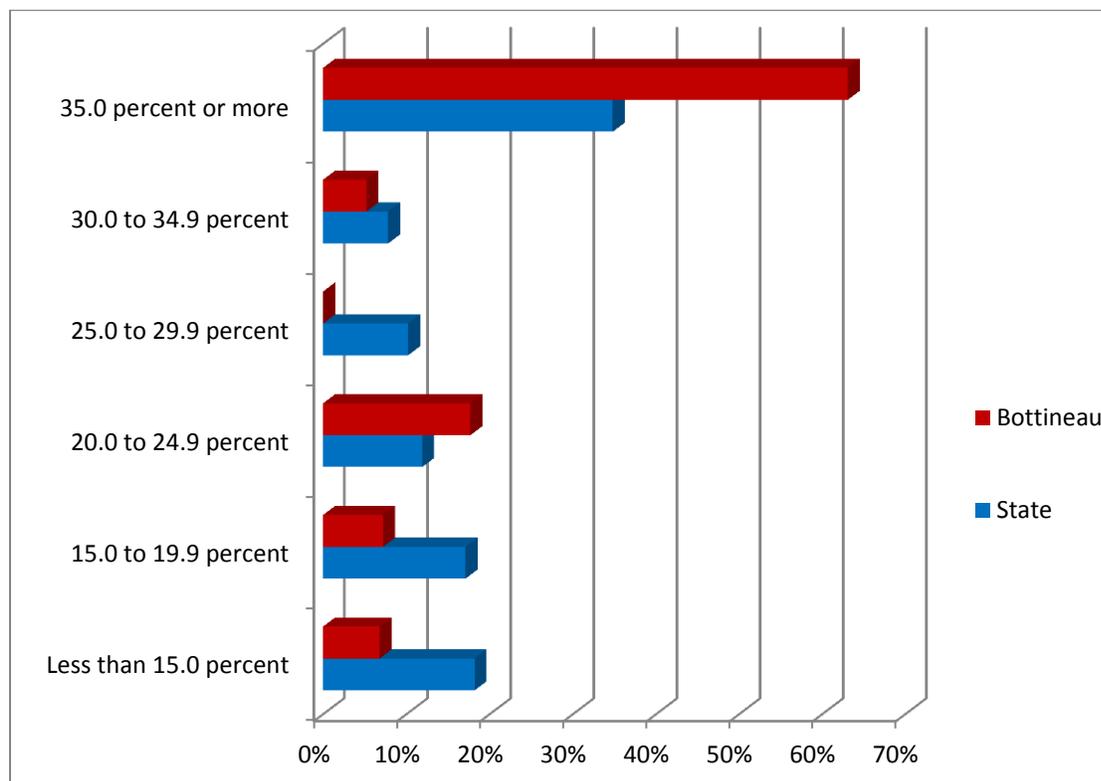
Figure 6, Percentage of Homeowner Costs Spent on Housing



Affordability for renters in Bottineau is a much different picture than home ownership. Nearly 70% of renters in the city spend at least 30% of their income on rental costs alone. This fact is unique in the State, where less than 50% of renters spend at least 30% of their income on rental costs. The relatively high cost of rental housing in Bottineau makes it difficult for college students, young adults, seniors, and others that may be on limited incomes. Factors that may contribute to the high cost of rental housing may include a lack of supply within the city or a rise in demand as a result of the energy boom. In any case, the provision of higher density, multiple family type housing will be important in helping to increase the supply of affordable rental housing.



Figure 7, Percentage of Renter Costs Spent on Housing



Recent Development

“The Preserve at Bottineau” is a new development currently underway on the western edge of the City, adjacent to Forestry Park. The subdivision plat was approved in 2012 and includes 36 lots designed for single family detached, twin homes, duplexes, and triplexes. The southwestern 29 lots of the subdivision were recently re-platted for lots ranging in size from 6,600 square feet to 17,500 square feet. The remaining seven lots are rural residential ranging in size from 5 acres to 7.79 acres. Based on the average persons per household in the 2010 census (2.02) and the number of new units becoming available, the development will likely house 70-90 people.

Infrastructure

The city is currently served by a sanitary sewer system with a treatment facility and lagoons located at the southern end of Sinclair Street, outside the city’s ETA. Some developments in the ETA are not connected to the city sewer system, these developments utilize on-site sewage treatment systems (septic tank and drain field). Development within the city limits is served by a municipal water system which is supplied by groundwater wells. Development outside of the city limits, but within the ETA, is served by the All Seasons Rural Water District .



Recent upgrades to the sewer system and the general topography of the area will allow some areas to access the sewer system on a more cost efficient basis than others. Areas generally within the eastern portions of the city, and some areas outside of the city limits south of the airport and south of Highway 5 to 1/3 mile west of Sinclair Street have the potential to be served by extensions to the existing sewer system on a gravity-flow basis. Other areas would require costly upgrades (lift stations, major trunk lines, etc.) to make sewer service available.

Flood Zones

The Oak Creek and Stone Creek drainages have mapped flood zones throughout much of the City and the ETA. Both drainage areas contain a flood zone “A”. Zone A includes those areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30 year mortgage. Because detailed hydraulic analyses were not performed for these areas; no water depths or base flood elevations (also known as the 100-year flood plain) are available for these areas. There are several ways to mitigate flood zone impacts. Mitigations may include either one of the following or a combination thereof:

- Prohibit new development within the flood zone.
- “Flood proof” new development, which involves elevating structures or other specific structure protections. It is important to note that this mitigation must be coupled with safeguards to ensure that there is no displacement of floodwater to other portions of the community. Simply raising the building pad over the flood elevation only serves to displace floodwater elsewhere.
- Create a strategy for capturing and controlling the channel flow.
- Build dikes to protect property.

Oak Creek, running from north to south roughly through the center of the community involves a flood zone that is more or less confined to the outer banks of the stream. Developed areas within the community or adjacent to the creek may already be accustomed to flooding. Mitigation within the existing community will be difficult to implement due to the presence of existing, established structures.

Stone Creek, running roughly from north to south along the western edge of the city limits presents a impediment to new development. For the most part, the flood zone does not follow a well-defined channel, but extends into low lying areas adjacent to Bennett Street, through Forestry Park, and along both sides of 11th Avenue.

The area north of Forestry Park and west of Bennett Street is generally a low-lying area with standing water when free of snow. This area currently functions as a drainage, or water storage area and is designated as a flood zone.

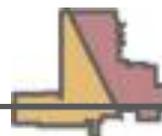
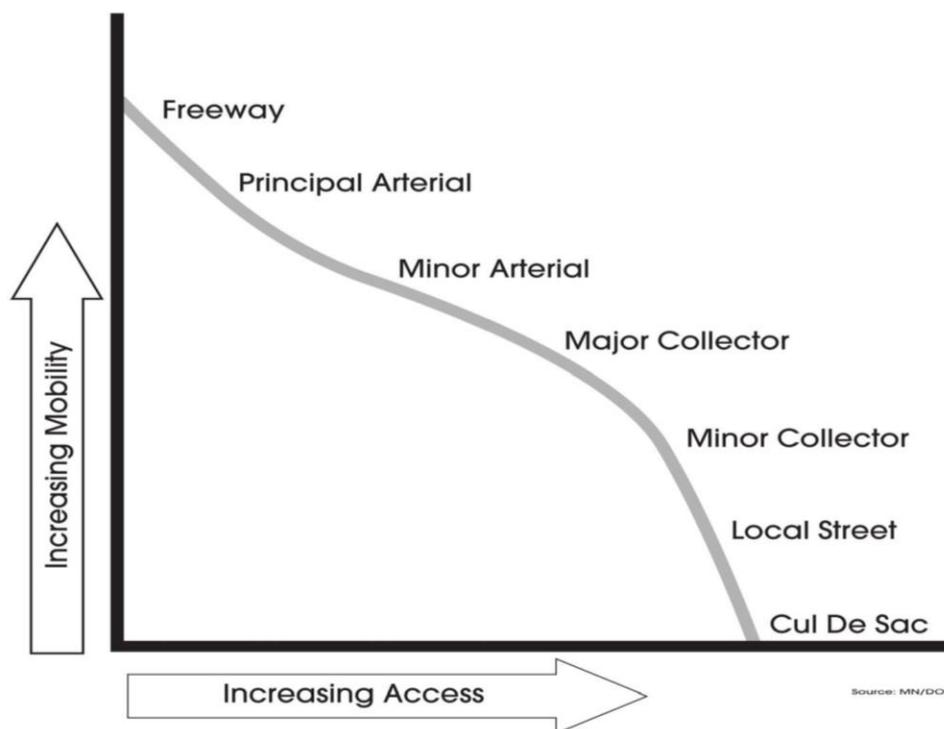


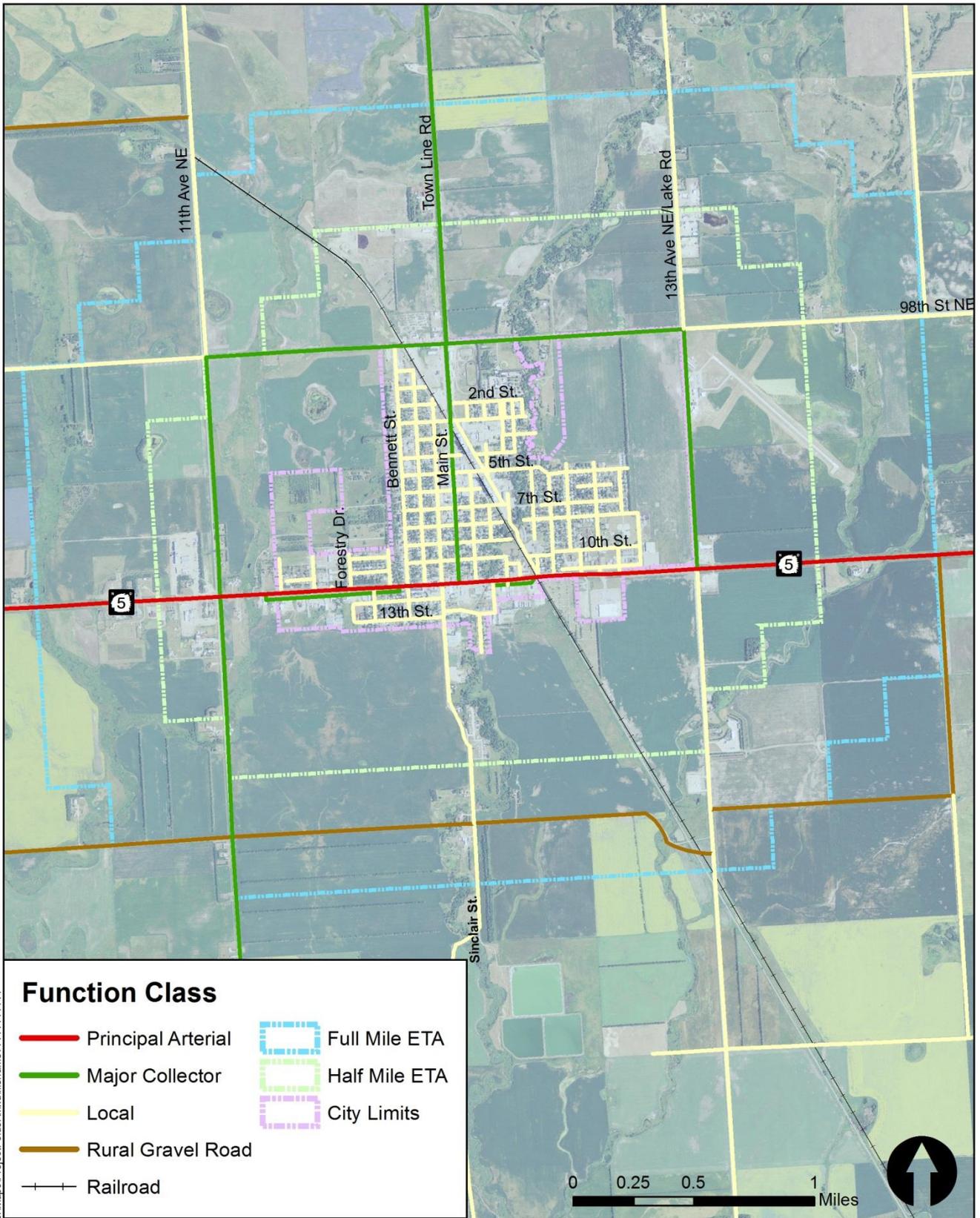
Transportation

Functional Classifications of Existing Roadways

Figure 8, Existing Functional Class shows the functional classifications currently assigned to roadways within city limits and the 1-mile ETA. Roadway functional classification categories are defined by the role and character of service for streets and highways in the overall roadway system. The intent of the functional classification system is to define the hierarchy of roads that collect and distribute traffic. Roadways with a higher functional classification (arterials) are for longer trips, have more mobility, have limited access, and connect larger centers. Roadways with a lower functional classification (collectors and local streets) are for shorter trips, have lower mobility, have more access and connect to higher functioning roadways. A balance of all functions of roadways is important to any transportation network. Figure 8 depicts the relationship of the various functional classifications to access and mobility.

Figure 8, Access/Mobility Relationship





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Function Class

- Principal Arterial
- Major Collector
- Local
- Rural Gravel Road
- + + Railroad
- Full Mile ETA
- Half Mile ETA
- City Limits

Existing Road Classifications

Figure X



Bottineau Comprehensive Plan
City of Bottineau

The following is a description of the existing functional classification system within Bottineau:

Principal Arterials

The principal arterial system consists of a connected network of continuous routes throughout the state. Principal arterials are intended to provide a high level of mobility with very limited access, connecting major activity centers and providing a continuous transportation system as they establish connections with other principal arterials. State Highway 5 is designated as a principle arterial, providing the City's major connection to the rest of Bottineau County and the surrounding region.

Minor Arterials

Minor arterials also emphasize mobility over land access, serving to connect adjacent neighborhoods and the highway system. Major business concentrations and other important traffic generators are usually located along minor arterial roadways. In urbanized areas, one to two mile spacing of minor arterials is considered appropriate. A well-planned and adequately designed system of principal and minor arterials will allow the city's overall street system to function the way it is intended and will discourage through traffic from using residential streets. Minor arterials should be expected to provide for relatively higher speeds than collectors, with minimum interference to through-movement. Volumes on principal and minor arterial roadways are expected to be higher than those on collector or local roadways. Providing the capacity for these higher volumes will keep volumes on other city streets lower. None of the streets within the City of Bottineau or with the ETA are designated as a minor arterial.

Collectors

Collectors are designed to serve shorter trips, providing access from neighborhoods to other collector roadways and the arterial system. They are expected to carry less traffic than arterial roads and to provide access to some properties. Collectors may be categorized as major and minor collectors if it helps to clarify the function of the roadway system. Major collectors can link both local streets and minor collectors to minor arterials, while minor collectors typically connect local streets to other collectors. Traffic speeds on collectors will generally be more moderate than arterials but higher than local streets. Frontage roads along the south side of State Highway 5 are designated as major collectors with the city limits. Main Street, which becomes Town Line Road north of the city, is a major collector carrying the majority of north/south traffic through the city. Main Street/Town Line Road also provides an important linkage with State Highway 43 to the north in the Turtle Mountains. Another major collector is 13th Avenue NE/Lake Road, which provides for north/south circulation on the east side of the city and is an additional connection to State Highway 43 in the Turtle Mountains, in the vicinity of Lake Metigoshe. A grouping of major collectors currently serve as an informal bypass north around the city, including 13th Avenue NE/Lake Road, 98th Street NE, and 11th Avenue SE.

Local

Local streets provide access to adjacent properties and neighborhoods. They are generally low-speed, and designed to discourage through traffic. All of the remaining roadways in Bottineau currently fall under the local road designation.



Existing Traffic Volumes

In Bottineau, there is a variation in traffic volumes depending on the street within the city or ETA. Traffic volumes on State Highway 5 are significantly higher within the community than any other route. Main Street is the City's main north/south route, with less than half the traffic experienced on Highway 5. The higher volume on Highway 5 is due in part to through-traffic and in part to customers of the service and retail businesses concentrated along Highway 5. These Highway 5 businesses include gas stations, hotels, auto repair, restaurants, Wal-Mart, and others.

Since 2005, traffic levels in Bottineau have increased along Highway 5, yet other City and County routes have maintained consistent levels. As of 2012, traffic levels on Highway 5 have increased over 20% above 2005 levels (see figure 10). Information regarding truck volumes was obtained through the years 2004 through 2011. Over that time, truck volumes decreased until 2008 and 2009. However, since 2009, truck volumes have consistently increased and as of 2011 are very close to 2004 levels (see figure 11)

The recent increase in auto and truck traffic along Highway 5 is important to monitor. High truck volumes tend to increase starting and stopping times at intersections. This delays traffic and increases in queue lengths at intersections. Continuous traffic volume increases will eventually exceed the carrying capacity of existing intersections, creating the need for turn lanes and other intersection improvements such as signalization. Periodic upgrades which maintain pace with growth will allow transportation infrastructure to function efficiently—this is especially important for Highway 5.

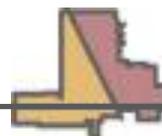
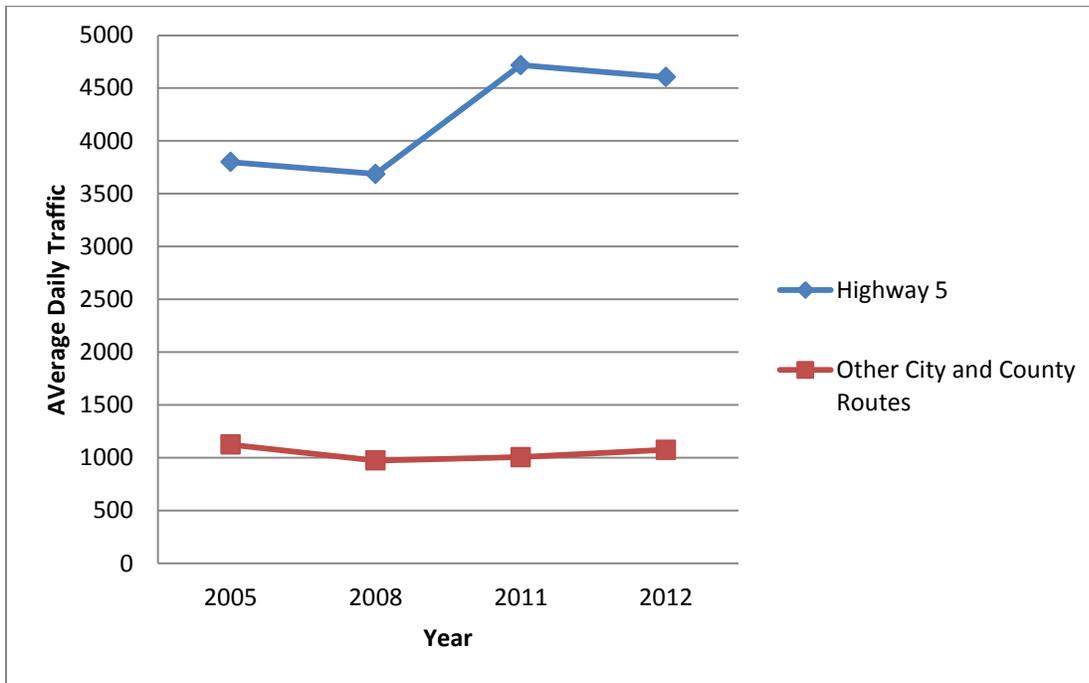
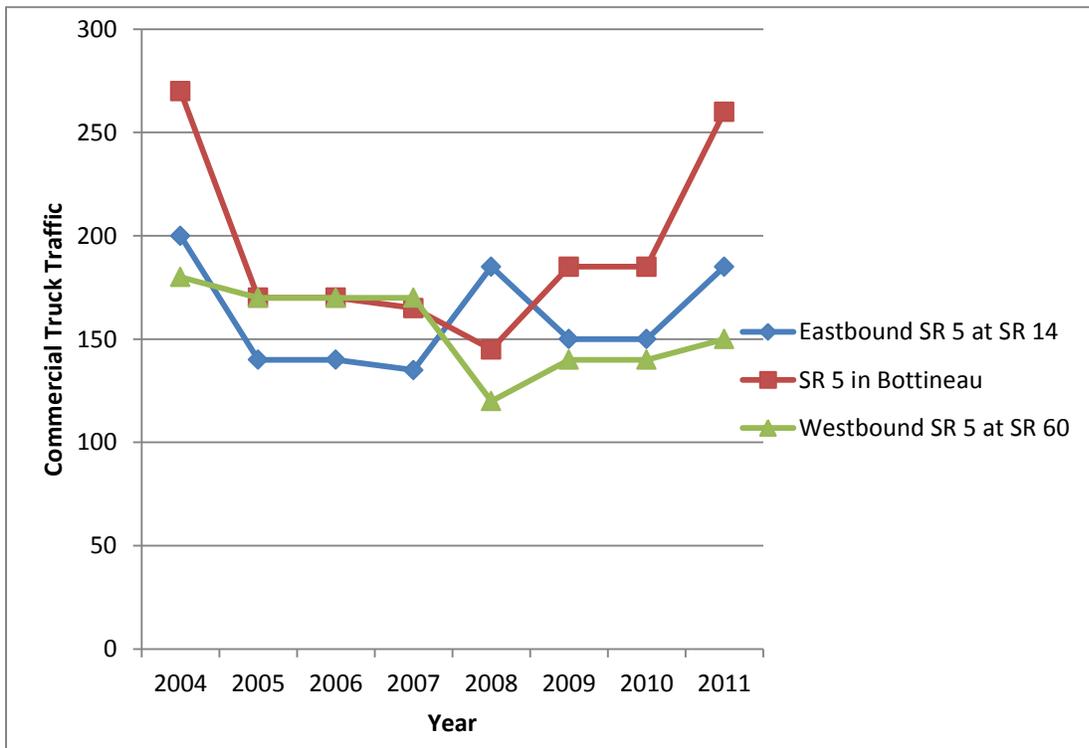


Figure 10, Recent Traffic Volumes, State Highway 5 and City and County Routes within ETA



Source: North Dakota Department of Transportation, <http://www.dot.nd.gov/road-map/traffic/index.htm>

Figure 11, Recent Commercial Truck Traffic Volumes, State Highway



Source: North Dakota Department of Transportation, <http://www.dot.nd.gov/road-map/traffic/index.htm>



Access

Typical block sizes in the existing community are approximately 300-400 feet on each side. These block sizes are consistent with the traditional grid layouts common to many older communities. The grid-system blocks are much smaller than blocks found in newer subdivisions. Smaller blocks provide a very high level of access, especially within the downtown where pedestrian and bicycle access demands are high. However, an area with smaller block sizes also requires more streets and utility lines which are expensive to build. Subdivisions with larger blocks are less expensive to build but also offer less access. Access to undeveloped areas of the city and within the ETA is notably constrained in a few areas, including the following:

- Access to the undeveloped area west of Bennett Street from 4th Street north to Vac Street (approximately 1/3 mile) includes no through streets.
- Access across Oak Creek to the undeveloped area east of the Dakota College at Bottineau from 2nd Street to 98th Street (approximately 1/3 mile) includes no through streets.
- Access north of “The Preserve” subdivision will be restricted, as no through routes are indicated on the final subdivision plat.

These access limitations can restrict where new development will occur. Areas with existing street connections are much more cost effective to develop and result in increased safety as a result of increased access.

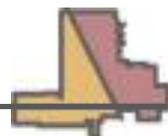
Crash History

Five years of crash history, from 2008 to 2012, are shown in figures 14 and 15. Throughout the city and the ETA, there are no road segments with an abnormal amount of crashes over the five year time period. The patterns that stand out the most in the data include:

- Main Street: A relatively high number of crashes have occurred along Main Street from 4th Street to 7th Street. These crashes have mostly involved junction-related crashes, but the segment also has a relatively high number of non-junction related crashes. This segment of the road includes the downtown portion of the city and as such experiences a high volume of traffic compared to other portions of the city. With short blocks and on-street parking, traffic speeds are slower than in other areas—as a result, the majority of crashes have involved property damage only.

A traffic operations analysis of Main Street from 4th Street to 7th Street would help to determine if there are roadway improvements, such as traffic control or traffic calming features that would help address the occurrence of crashes. It will be important to continue monitoring this portion of Main Street given the need to maintain a safe downtown environment.

- Main Street and 5th Street: Ten crashes have occurred at this intersection over the past five years. This intersection involves the highest crash rate of any intersection within the city or the



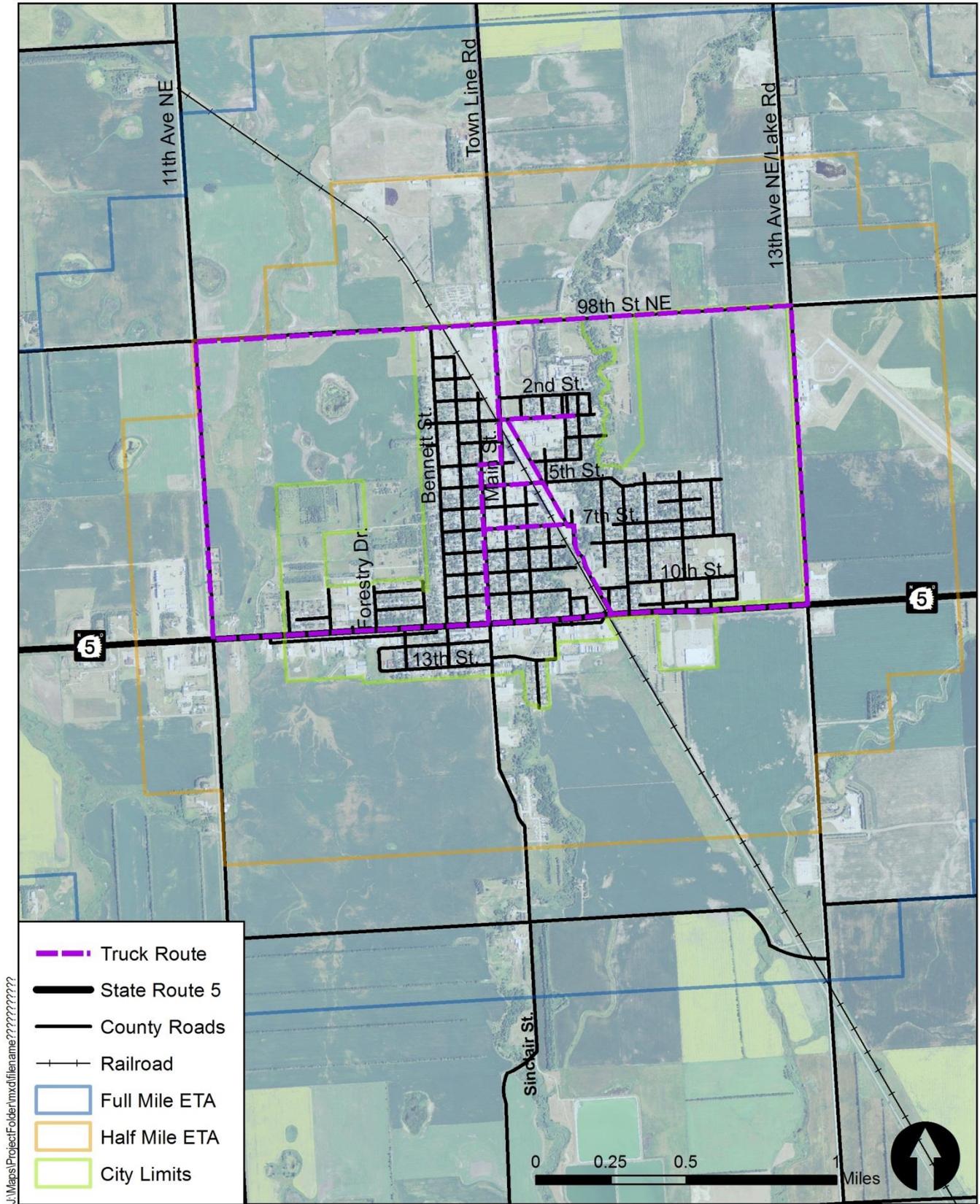
ETA. This intersection should be studied to determine appropriate traffic control measures needed to improve safety.

Truck Routes

Designated truck routes are useful within any community in routing trucks away from residential neighborhoods, central business districts, and other areas that may be sensitive to consistent truck traffic. Bottineau utilizes truck routes to minimize truck impacts upon the city's residential neighborhoods, schools, and downtown. Existing truck routes are shown in figure 12. The existing grain elevator in the center of the city along the railroad tracks generates truck traffic. Existing truck routes take truck traffic around the city utilizing 13th Avenue, 11th Avenue, and 98th Street to access the grain elevators from the north. Routes also take truck traffic through the center of the community, avoiding Main Street and most residential streets to reach State Highway 5 from 98th Street.

Residential uses, schools, and pedestrian-oriented commercial uses are highly discouraged along truck routes because a high concentration of driveways or intersections along a truck route can lead to extended delays, impaired access, and an increased potential for traffic conflicts. . Where such uses may be proposed adjacent to truck routes, it is important that such development backs up to, or faces away from the truck route. It is also important that access points are limited and carefully planned to ensure adequate access and pedestrian and bicyclist safety.





Existing Truck Routes



Bottineau Comprehensive Plan
City of Bottineau

Figure 12

Transit

Souris Basin Transportation (SBT) operates a bus service that includes service in Bottineau County and six other regional counties. SBT is a non-profit transit system that is designed to connect rural and urbanized areas. The transit service is available to the general public, but specifically caters to the disabled and elderly populations. SBT is a demand response, or dial-a-ride system offering service in Bottineau four days a week and providing round trips to Minot two to three times a month..

Pedestrian and Bicycle Facilities

With the exception of the neighborhood east of Kirsten Street, sidewalks line most of the city's streets. Bottineau currently has one Class I bicycle path, located along State Highway 5. The asphalt path alternates from the north side of the highway to south side, running from State Highway 5 and Nelson Street in the west to State Highway 5 and Jay Street in the east, spanning a total length of 1.3 miles. The Class I bicycle path along State Highway 5 helps to keep bicycles safely off a highly trafficked route. In addition to existing pedestrian and bicycle facilities, the city's uniform street grid pattern ensures high accessibility for pedestrians and bicyclists.

Airport

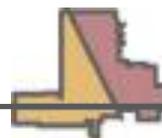
The Bottineau Municipal Airport is located at the eastern edge of the city along 13th Avenue NE/Lake Road. The airport has two runways. Runway 13/31 has a paved asphalt surface in good condition. The paved runway is 3699 feet long and 60-feet wide. Runway 3/21 is a turf runway in good condition, 2209 feet long and 170 feet wide. The turf runway is closed during the winter months.

The airport averaged 97 flights per week in 2012, 51% involving local aviation and 42% involving transient aviation. There are 20 aircraft based at the field, all single-engine airplanes. Commercial flights are not available, but Bottineau residents and businesses have several choices for commercial flights at the Minot International Airport north of Minot.

An airport is essential to the economic health of a community. When out-of-state business investors are interested in Bottineau prospects, having the option of flying in rather than driving is a significant benefit. Longer runways can accommodate larger planes and larger planes can translate to bigger business and more jobs. If Bottineau's paved runway were lengthened by 1300 feet, it would open the door for small corporate jets.

Airspace protection is vital to the safety and success of any airport. Although airports are accepted as essential public facilities, their relationship with surrounding land uses can sometimes lead to conflicts. In the interest of safety for aviation and citizens living and working in the area, land uses surrounding the airport should be regulated through zoning.

To protect the public investment in the facility, structural height limits should be considered for the area around the airport. One communications tower erected in the wrong place could greatly affect the usability of a runway. Wildlife and waterfowl attractants such as water detention ponds should be avoided in areas near the airport.



Railroad

A northern spur of the Burlington Northern Santa Fe railroad passes through the city and the ETA from the southeast to the northwest. The railroad ends just north of the 1 mile ETA boundary at 11th Avenue NE. Like many other cities in the State, the railroad provides a means of shipping out agricultural commodities and shipping in machinery and equipment. Railroads provide a valuable service to the area, but it also impacts the community.

There are a total of six railroad crossings located within the city and the ETA, including 98th Street, Main Street, 5th Street, 7th Street, State Highway 5, and 13th Avenue. The relatively high number of crossings allows for alternative locations to cross the railroad in case one crossing or multiple crossings are blocked. Each crossing also poses a risk for conflicts with traffic. All crossings are currently at-grade and no plans currently exist to build an overpass or underpass.

Noise is another impact that results from a railroad located in the center of a community. Significant segments of the railroad within the city are adjacent to residential areas. Although train horns are necessary for traffic safety, they are noisy and regarded by many residents as an annoyance. Several communities in North Dakota are utilizing “quiet rail” systems which allow trains to move through town without using their horns. Specialized crossings are required to maintain safety in the absence of train horns.





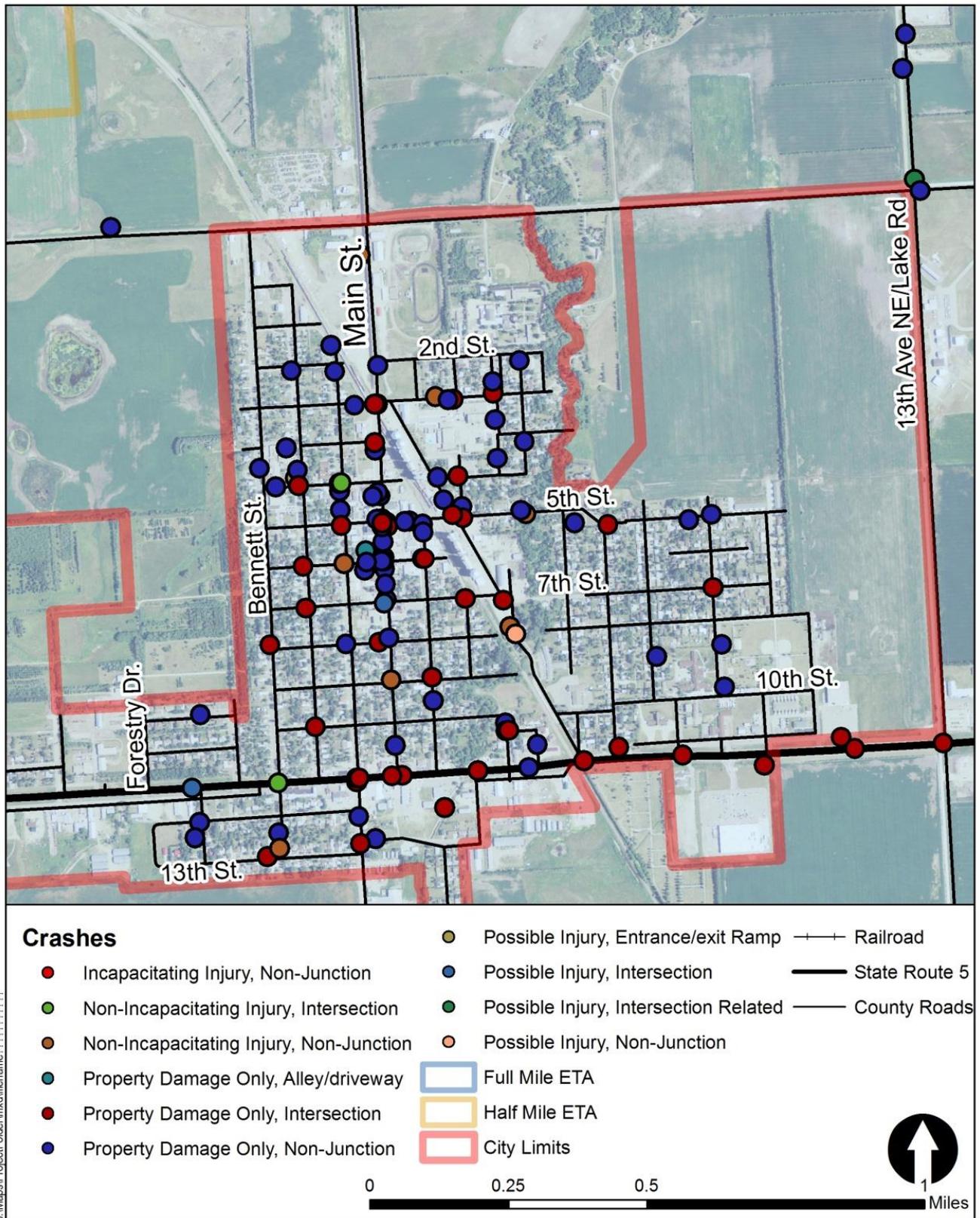
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Existing Shared Use Paths



Bottineau Comprehensive Plan
City of Bottineau

Figure 13



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Crash History: City



Bottineau Comprehensive Plan
City of Bottineau

Figure 14

Existing Land Use

Existing land uses in Bottineau and the surrounding area as of the Fall of 2012 are shown in Figure 10. The majority of the community is located north of State Highway 5. However, two to three blocks extend south of State Highway 5, including single family detached residential from Elm Street on the west end to Sinclair Street on the east end. Highway oriented commercial uses exist in various locations along both sides of State Highway 5. Typical uses include gas stations, hotels, and automobile sales lots. The most notable commercial use and most significant local traffic generator along State Highway 5 is the Wal-Mart located on the southeast side of the City.

North of State Highway 5, the city predominately consists of single family detached residential housing. A small number of multiple family residential housing units are spread throughout the single family detached residential area north of State Highway 5, consisting primarily of low-rise (1-2 story) apartment buildings.

Beginning approximately four blocks north of State Highway 5 along Main Street is the City's central business district or downtown, consisting of retail commercial, service commercial, and government buildings. The central business district is located along the west side of the Burlington Northern Santa Fe (BNSF) Railway, which runs from the southeast to the northwest, dividing the City in half.

Across the railway from the central business district an industrial area is located with an associated rail spur and grain elevators. The elevators serve as a significant landmark within the City, identifying the center of Bottineau and the historic importance of agriculture in the area.

Adjacent to the central business district to the northwest are the Bottineau City and County government offices, the library, and St. Andrew's Health Center (the local hospital). On the very northern end of the city limits industrial uses straddle the railway, including outdoor storage facilities and warehouses. The Dakota College at Bottineau, Bottineau Middle School, and Bottineau High School are all located on the northeastern portion of the City, between the BNSF railway and Oak Creek. In the southeastern portion of the City is located a large City park, home to the famous "Tommy the Turtle" statue.

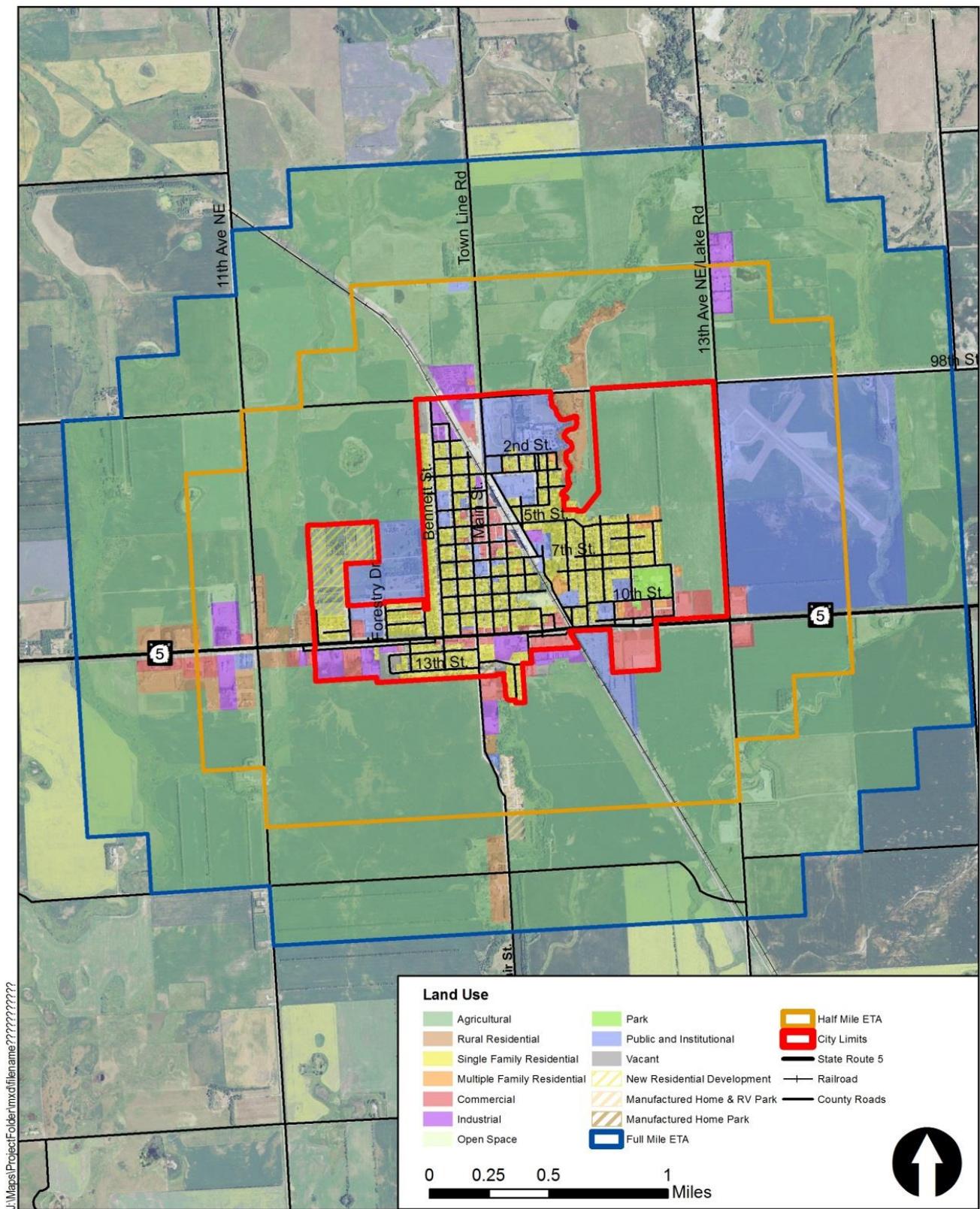
Outside of the City Limits and within the City's one mile extraterritorial area (ETA), agriculture is the predominant land use. The main crop is wheat. Four drainages run from the Turtle Mountains to the northern edge of the City and then south through the City and the City's ETA. The most notable creek is Oak Creek, which runs through the center of Bottineau. In the northern portion of the ETA is a junk or scrap yard, located abutting the northern edge of the City limits on the northwest corner of the intersection of Town Line Road and 98th Street NE. A narrow strip of large lot, rural residential land use runs along the east side of Oak Creek, also abutting the City limits on the north side. A half mile north of the city limits is the City's public works facility, located along Town Line Road. The eastern portion of the ETA consists primarily of the municipal airport. A quarter mile to the north of the airport along 13th Avenue is situated a small industrial area consisting of some warehouses and outdoor storage. South of the airport and at the intersection of State Highway 5 and 13th Avenue is a hardware store and a bank.



The southern portion of the ETA includes a cemetery abutting the Wal-Mart store along State Highway 5. South along Sinclair Street are located commercial uses, rural residential, and a mobile home and RV park. The western portion of the ETA includes a conglomeration of rural residential, commercial, and industrial uses located along the north and south sides of State Highway 5 to within a quarter mile of the outer limit of the ETA. Located on the City's northwest edge is property owned by the North Dakota Forest Service, within which is located the City's Forestry Park. On the west side of the Forest Service's property is "The Preserve" subdivision, which was undergoing construction as of 2013.

Figure 11 shows the location of development that has been approved by the City of Bottineau as of late 2012. The development has been under construction and was taken in to consideration in the preparation of the Future Land Use Plan.





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Existing Land Use



Bottineau Comprehensive Plan
City of Bottineau

Figure 16

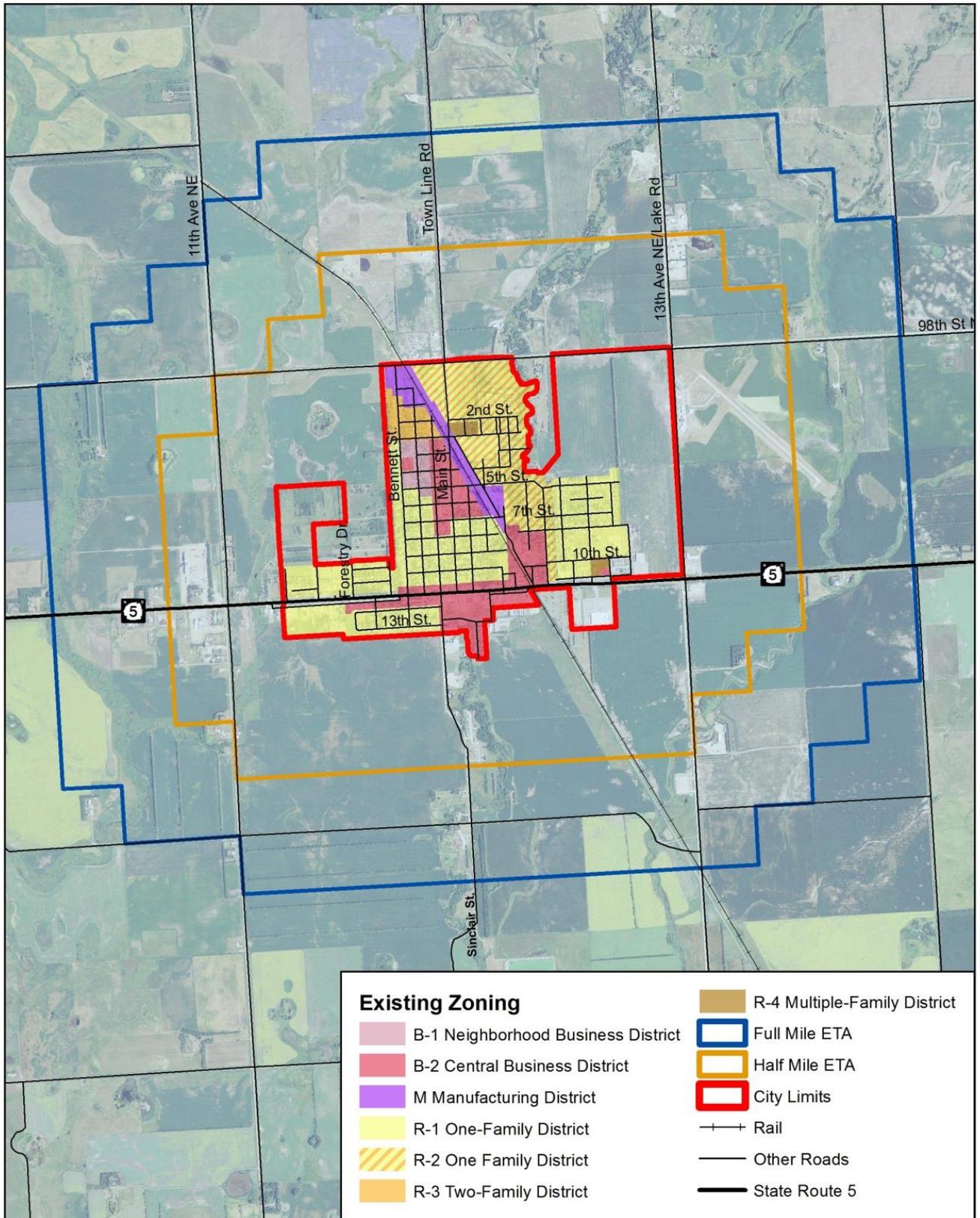
Existing Zoning

Bottineau has applied its zoning designations to land within city limits and in the surrounding ETA (see Figure 17). There are seven existing zoning districts. They include:

- R-1: One –Family District
- R-2: One-Family District
- R-3: Two-Family District
- R-4: Multiple Family District
- B-1: Neighborhood Business District
- B-2: Central Business District
- M: Manufacturing District

These seven zoning districts provide a good range of varied intensity and density for residential and commercial development, but do not allow for such a variation of industrial development. A minimum of light industrial and heavy industrial zone districts could help the city to better locate industrial uses based upon their impact to the surrounding community. Mixed commercial and residential uses are permitted in the C-1 and C-2 zone, which are both currently located within the downtown. A commercial zone district that caters to motorists is not present—such a district for highway oriented businesses may be suitable along State Highway 5.





Existing Zoning



Bottineau Comprehensive Plan
City of Bottineau

Figure 17

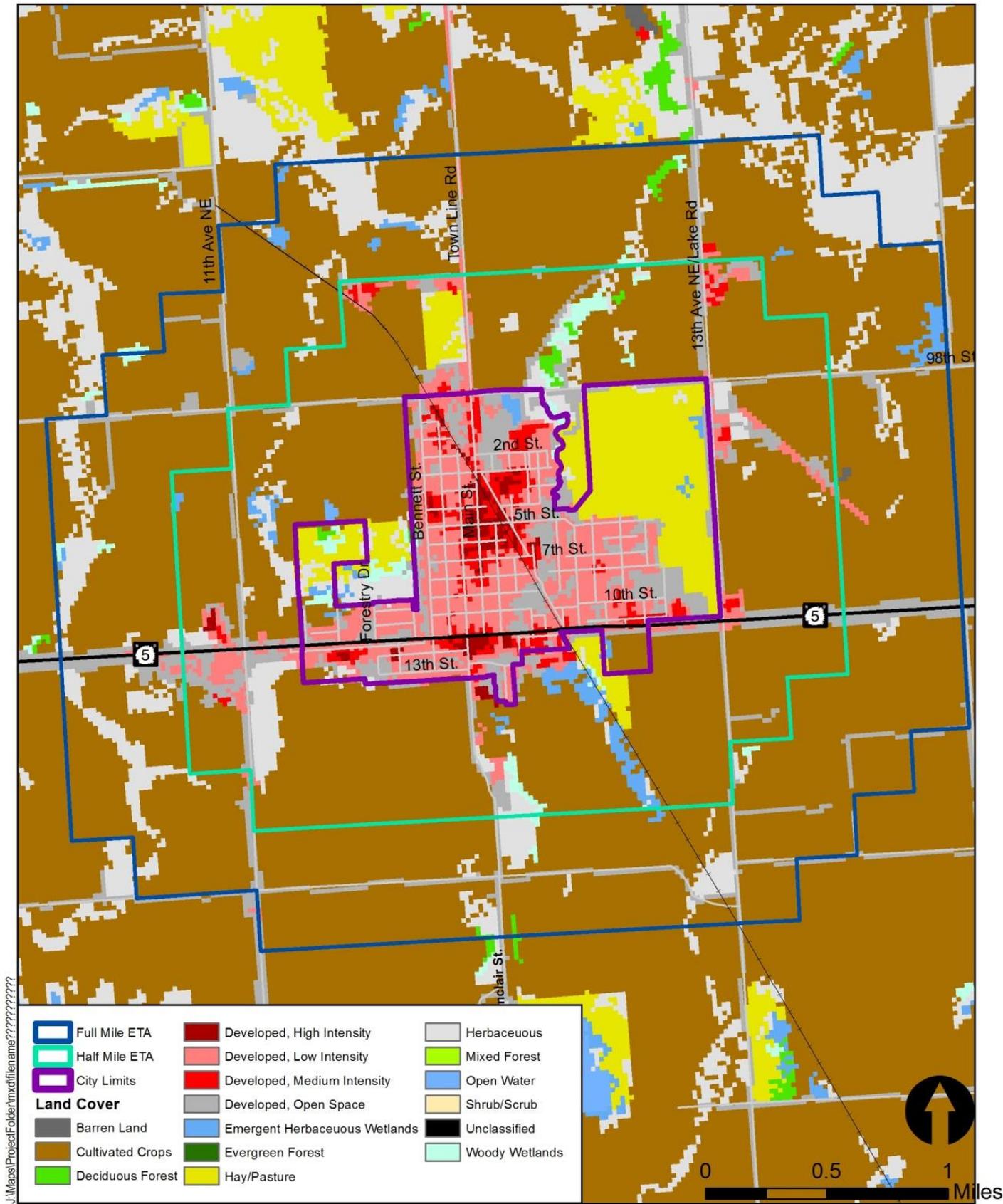
Natural Resources

A community's natural resources are often what set it apart from other communities. Whether those resources are aesthetically pleasing natural characteristics, recreational opportunities, or economic assets in the form of farmland, mineral deposits, petroleum reserves, or simply land that supports development, they work together to create the unique combination of characteristics that makes each community individually unique. Bottineau's natural resources are described below.

Agricultural Land

Bottineau is surrounded to the south, north, and east by farmland. Agricultural production has been standard around Bottineau since the City's early beginnings. Tall grain elevators identify the center of the City, serving as one the City's identifying features. Figure 18 shows existing land cover in and around Bottineau, according to the Natural Resource and Conservation Service (NRCS) database. Figure 19 shows Existing Crop Land, also according to data available from NRCS.





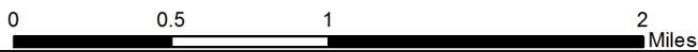
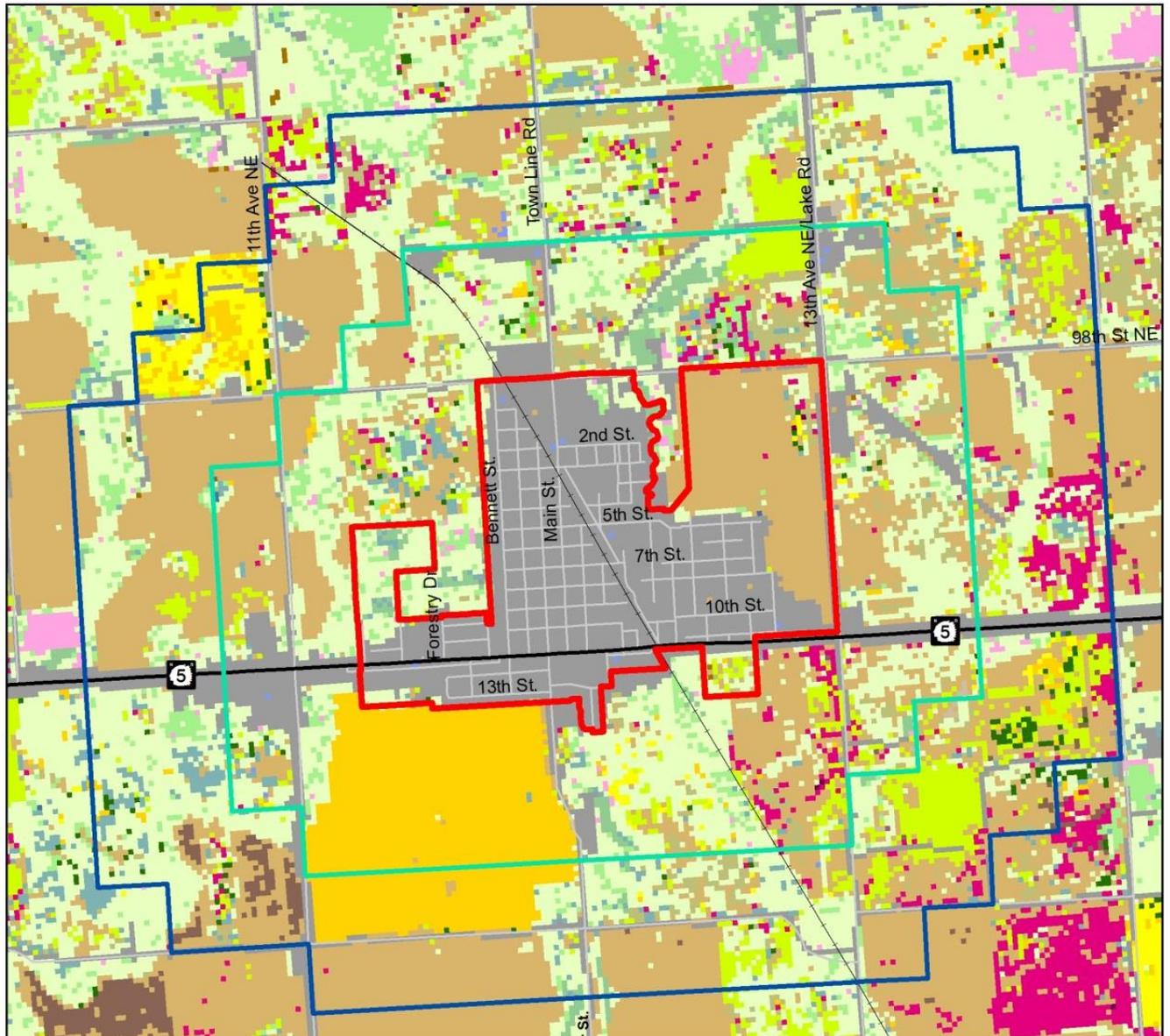
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Existing Land Cover

Figure 18



Bottineau Comprehensive Plan
City of Bottineau, North Dakota



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Crop Types



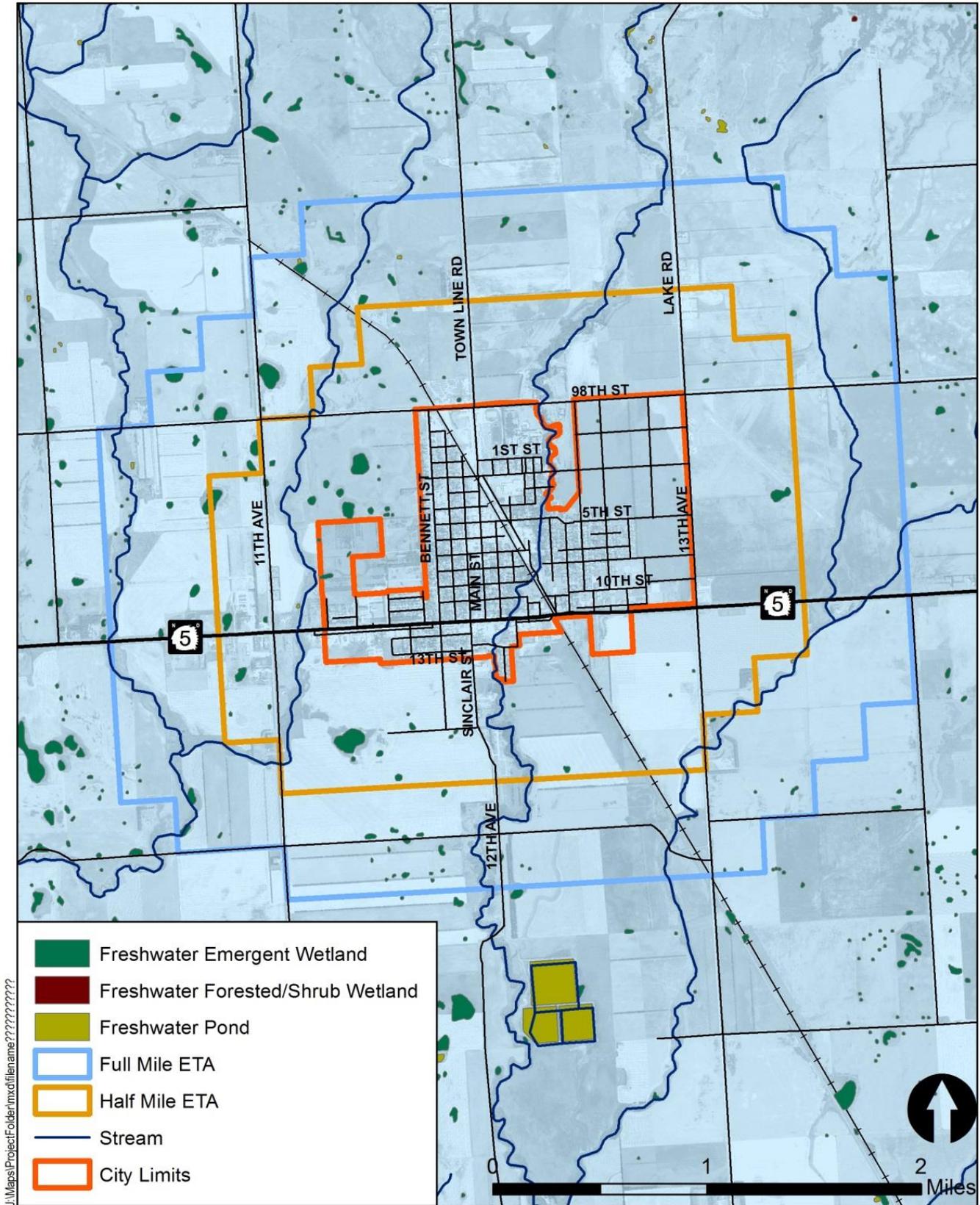
Bottineau Comprehensive Plan
City of Bottineau, North Dakota

Figure 19

Water Resources

Bottineau is located on gently sloping terrain, generally located between the Turtle Mountains to the northeast and rolling terrain pocked with seasonal and perennial ponds typical of North Dakota's prairie pothole region to the southwest. All four of the drainages which flow through Bottineau originate in the mountains and generally flow south then southwest towards the Souris River. Oak Creek, a perennial stream, runs more or less through the center of the City. Stone Creek, another perennial stream, flows from north to south along the western boundary of the ETA. A tributary of Stone Creek runs north to south through the western portion of the ETA closer to the City limits. Another stream runs north to south along the east side of the airport, along the eastern boundary of the ETA. The western portion of the ETA contains a number of seasonal wetlands ("prairie potholes") located in an agricultural area.





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Streams and Wetlands



Bottineau Comprehensive Plan
City of Bottineau, North Dakota

Figure 20

Constraints and Opportunities

Constraints and opportunities to the future growth and development of Bottineau are displayed through the analysis of the numerous topics explored in this section. Demographics, transportation, infrastructure, water resources, and other natural resources are all important issue areas that present a number of constraints and opportunities to the city's future.

Determining the future of Bottineau through the creation of a future land use plan relies upon the understanding of factual constraints and opportunities to future development. A clear picture of the city's constraints and opportunities allows city officials and the public to make informed and rational decisions on how to shape the future of Bottineau. Figure 21 provides a basic visual perspective on some of the more critical constraints and opportunities to future development in the city's jurisdictional area.



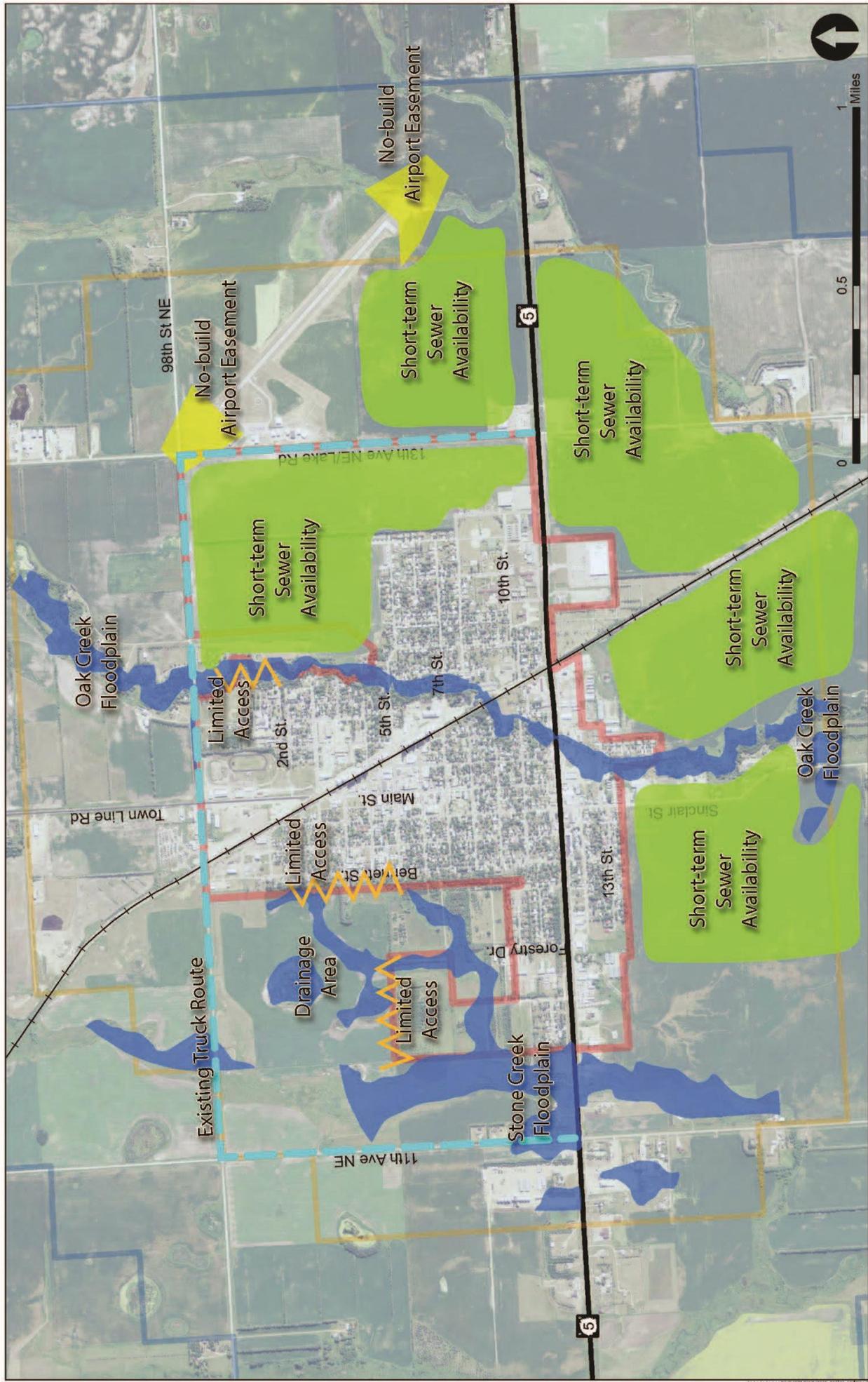


Figure 21: Constraints and Opportunities

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Bottineau Comprehensive Plan: Community Overview



Appendix B: How-to Guide



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How to use this plan

As development activity continues within the City of Bottineau and on the outskirts of town, this plan will be a valuable tool. From the zoning change of a small parcel of land to the construction of a major highway bypass, this plan will assist city staff and elected leaders in their decision-making processes. Posting this document on the city website will provide broader access to this information and result in greater public awareness.

This plan should be recognized by and accessible to all. It will provide Bottineau residents with security in knowing that future changes will be orderly. It will provide developers, realtors, and landowners with a clear understanding of what the community expects by establishing designated locations for the various types of future land uses. The plan helps prevent unwelcome surprises and will allow Bottineau to grow in an orderly manner. In doing so, the plan will stabilize and protect property values by helping to avoid land use conflicts.

Every proposed development and zoning change should be evaluated according to the Plan's goals and objectives. When a proposed development is being reviewed by the Planning Commission and City Council, these goals and objectives can be used to support the approval or denial of that development. The North Dakota Century Code provides cities with the authority and obligation to use the Plan as the basis for land use decisions.

Importance of the Comprehensive Plan

A comprehensive plan is mandated for communities that wish to exercise zoning authority. North Dakota Communities are required to have an adopted comprehensive plan as the foundation document for zoning and subdivision regulations.

Any community can take a passive stance and allow changes to occur as they will, without any discussion or guidance as the growth takes on a life of its own. The changes that emerge from these submissive situations are often driven by short-term profits for individuals rather than for the long-term betterment of the community at-large. Appearances are important. Attractive communities where people want to live are also attractive to businesses.

Attractive communities don't happen by accident. Bottineau understands it has the power to control the quality and character of its growth and steer the development of this rapidly evolving community. The city has chosen to take a proactive stance in guiding developers towards building a bigger and better community while retaining its friendly, small-town character. This comprehensive plan is the first step towards implementing Surry's self-determination.

This comprehensive plan provides a roadmap to the future. Every community is unique and this plan is custom-tailored for Bottineau, by Bottineau. It was developed from the careful analysis of existing conditions, through conversations with city staff and city officials, and with the results of a community-wide survey. Bottineau knows where it wants to be. This plan shows how to get there.

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Bottineau Comprehensive Plan: How-to Guide



Every plan has some elements which are particularly valid for the current timeframe; other goals and objectives are long-term. Yet as a community evolves, the plan should periodically be revisited to determine whether updates are needed. Because the policies in this plan will be guiding development decisions, changes in a community's wants, needs, and opportunities may require future amendments to the plan. The plan is a living document, intended to reflect community values.

This plan, as a guide for assessing future zoning and subdivision proposals, should be referred to on a regular basis as developers come forward with proposed projects. Proposals should be reviewed for their consistency with this plan. If a proposal is not consistent with the Future Land Use Map of this plan, it can be denied for that reason. But if a proposal has merit, and if a change to the future land use map can be justified, an amendment may be necessary.

Because this plan and the associated maps are adopted by the Bottineau City Council as an official document, changes to the adopted Future Land Use Map and the land use designations will require a public hearing and formal approval by the City Council. Some flexibility is expected, but not for frivolous proposals. Any changes to adopted land use designations will impact adjacent properties. Care should be taken to avoid incompatibilities.

North Dakota Century Code

Comprehensive plans are addressed in the North Dakota Century Code (NDCC) in reference to zoning and long range decision making. The NDCC provides a framework of planning, zoning, and subdivision requirements that place responsibilities on cities. As mentioned earlier, if and when a city wishes to exercise its zoning authority, it must first have an adopted comprehensive plan as the basis for that authority. The applicable sections are noted below:

Chapter 40-47-01 The Enabling Legislation

For the purpose of promoting health, safety, morals, or the general welfare of the community, the governing body of any city may, subject to the provisions of Chapter 54-21.3, regulate and restrict the height, number of stories, and the size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts, and other open spaces, the density of population, and the location and use of buildings, structures, and land for trade, industry, residence, or other purposes.

Chapter 40-47-03 Pertaining to City Comprehensive Plans

*The regulations provided for in this chapter shall be made **in accordance with a comprehensive plan** . . . The comprehensive plan shall be a statement in documented text setting forth explicit goals, objectives, policies, and standards of the jurisdiction to guide public and private development within its control.*

Chapter 40-51.2-02 Pertaining to City Annexations

It is hereby declared that the policies and procedures contained in this chapter are necessary and desirable for the orderly growth of urban communities in the state of North Dakota.

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Chapter 40-48-02 Pertaining to Municipal Master Plans

Any municipality, by an ordinance of its governing body, may establish an official master plan of the municipality. The official master plan is declared to be established to conserve and promote the public health, safety, and general welfare of the municipality.

Chapter 40-47-01.1 Pertaining to Extraterritorial Zoning Jurisdiction

The NDCC states that communities with a population of fewer than 5,000 persons have sole zoning authority out to ½ mile beyond the corporate boundary and have shared zoning authority from ½ mile to one mile beyond the corporate boundary. The outside half-mile is to be shared with the county, or in some cases with an organized township that has its own zoning authority. This area surrounding a city is known as the Extraterritorial Area or ETA. The purpose of the ETA is to allow cities to regulate what happens in their growth area for the purpose of maintaining orderly expansions of the community. When a city annexes land, the ETA line will also move further out by a distance proportional to the annexation.

There are alternatives to the joint-zoning jurisdiction for the outer half of the ETA. The authority to receive applications and issue permits may be changed by a written agreement between the city and the county. Bottineau could obtain sole authority over the 1-mile ETA if Bottineau County wishes to relinquish their joint approval authority.

Chapter 40.05-1-06.11 Pertaining to Home Rule in Cities

To provide for zoning, planning, and subdivision of public or private property within the city limits. To provide for such zoning, planning and subdivision of public or private property outside the city limits as may be permitted by state law.

Amending the Land Use Plan

Land use plans need to be amended from time to time as a city evolves and its needs change, or when a worthy development proposal requires a zoning change that is inconsistent with the adopted land use plan. While the plan is to serve as a guide for zoning and subdivisions, it is important to acknowledge that the plan is a living document. It is meant to be tweaked and refined, with the understanding that the outer reaches of the land use plan are more vulnerable to change than those areas adjacent to existing development. The best way of keeping a land use plan up to date and relevant, and to consider the impacts of another land use on surrounding properties is to follow a formal process for amending the plan. No matter how much study and scrutiny is put into the original development of a land use plan, as time passes, future property owners will see different opportunities and constraints with respect to the use of land. These opportunities will not justify amending the land use plan in all cases, but in some cases, a change may be a positive step.

Because the North Dakota Century Code requires that zoning decisions are based on a comprehensive plan, it is necessary that the city act in accordance with their plan, or carefully consider amendments to the plan based on an approved process. By maintaining a track record of following the plan and making

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formalized amendments to the plan when necessary, developers will understand that the city has respect for the process and for the public when considering prospective developments.

When a proposal is made that is not consistent with the plan, this should be identified prior to the project being placed on an agenda for a zoning change or subdivision. Inconsistency could be in the form of:

- A general request for a zoning change that does not match the land use designated on the land use plan,
- Specific land uses that fit neither the designated land use nor its corresponding zoning district for a particular location, or
- Roadway alignments and continuity.

For example, if industrial zoning is proposed where commercial land use is shown on the land use plan, this is an inconsistency, since industrial land use has its own designation. If the property owner wishes to pursue a zoning application for the industrial zoning district, he/she must also request a land use plan amendment.

Another example would be a proposed subdivision that does not include right of way for a collector street connection that is shown in the plan, this is an inconsistency that must be corrected, or the plan must be amended with an acceptable alternative roadway alignment.

The process of amending the land use plan is as follows:

1. Identify the inconsistency.
2. Prepare a sketch of the proposed land use change.

This can be as simple as drawing on a copy of the land use plan, or using tracing paper over the land use plan to show the proposed change.

At this point, it is important for the property owner to decide if they wish to move ahead with a land use plan amendment. The issues should be discussed with City staff responsible for planning, engineering, and zoning administration.

3. Require the property owner to apply for a land use plan amendment if they wish to move ahead with their proposal.

Public notice similar to that of a zoning change should be required prior to both the Planning Commission and City Council hearings. As a courtesy notification, mailings to surrounding



property owners, notifying them of the proposed change, should be sent in advance of the hearings.

Provide a staff analysis of the following findings associated with the proposed change:

- a. Is the proposed land use compatible with existing adjacent land uses, existing adjacent zoning designations and approved subdivisions?
 - b. Is the proposed change compatible with surrounding future land uses, or does it create a domino effect, resulting in the need for other land use plan changes to bring about future land use compatibility? If so, have those changes been included in the proposed amendment?
 - c. Does the proposed change create a spot-zoning situation by forming an “island” use or activity within a body of dissimilar designated land use?
 - d. Does the proposed change result in the need for changes to streets and roadways to bring about existing or future continuity and connectivity? If so, have those changes been included in the proposed amendment?
 - e. Can the proposed change be accommodated by the surrounding infrastructure (roadways and utilities)?
 - f. Is the proposed change consistent with the other adopted plans and policies of the city?
4. Planning Commission Public Hearing

Based on the staff findings and recommendations, combined with the input received from those who testify at the public hearing, the Planning Commission is to determine whether it agrees with the findings of staff or if it feels differently on some point(s). The Planning Commission can certainly deviate from the staff recommendation but they must provide reason(s) for doing so. The reasons for the Planning Commission’s decision must be documented and shared with the City Council along with their recommendation for approval or denial of the requested land use plan amendment.

5. City Council Public Hearing

Based on the findings and recommendations of the Planning Commission and the input received at the public hearing, the City Council will need to determine whether it agrees with the findings



of the Planning Commission. If the Commission feels differently on some point(s), they must document their reasons for approving or denying the requested land use plan amendment.

6. Modify the Land Use Map

If the land use plan amendment is approved, the map needs to be revised to show the change. An updated map should be posted on the City's website, both as a stand-alone map and as a part of this document.

Once steps 1-5 have been taken, the City will have completed its review and consideration of a proposed land use amendment. If approved as part of step 5, the change will be official, and only step 6 will remain as a matter of completing the process by communicating the change on the land use map.

Extraterritorial Area (ETA) Zoning

The ETA allows cities to regulate land use outside their corporate boundary to promote the orderly development of areas the city will be growing into.

Joint Jurisdiction

In 2009 the state legislature changed the ETA rules and created an area of joint jurisdiction. Prior to the 2009 legislation, a city had sole jurisdiction over the entire ETA. The new legislation made the outer half of the ETA subject to a joint decision making process where Bottineau County and the City of Bottineau are both involved. The inner half of the ETA is still under the sole jurisdiction of the City of Bottineau.

For any new development proposals (or variances, requests for conditional use permits, zoning changes, subdivisions, or for any other land use issue regulated by the zoning ordinance) in the outer half of the ETA, Bottineau County would receive and process an application in the normal manner. After the County Planning Commission and the County Board of Commissioners have voted on the proposal, the City of Bottineau is notified of the County's decision. If the City is okay with the County decision, no action by the City is required. For the County decision to be final, 30-days must pass.

That 30-day period gives the City an opportunity to review the County's decision and consider whether they wish to challenge it. If the City disagrees with the County's decision, the City can request negotiation. The request for negotiation has to be submitted to the County within 30-days.

A City request for negotiation triggers the formation of a mediation committee. The mediation committee is headed by a governor's appointee. If the mediation process is unsuccessful, the County has the final word and makes the final decision on the matter.

Expanding the ETA

Figure 17 shows the existing one-mile ETA boundary for the City of Bottineau with a heavy blue line. Once the City's corporate boundary has changed through recordation of annexation plats with the



Bottineau County Recorder's Office, the next step is to extend the boundaries of the ETA by a proportional distance. Proportional expansions of the ETA are generally recommended to give the City jurisdiction over the land it will eventually grow into.

In addition to incremental annexations, Bottineau's population will eventually exceed 4,999 residents and the outer ETA line can then be moved out from one to two-miles beyond the corporate boundary. For this to occur, Bottineau's population must be officially established by the US Census Bureau.

Regardless of the trigger, whether it's from an annexation or a population increase, the method for obtaining City jurisdiction and land use authority over a new area is the same.

The procedural requirements for expanding a city's ETA are listed in NDCC 40-47-01.1(5). The process is simple and straight forward. The Bottineau Planning Commission meets with the Bottineau County Planning Commission to hold a "Zoning Transition Meeting". The purpose of this meeting is to plan for an orderly transition by reviewing the existing Bottineau County zoning on the land to be included in Bottineau's new ETA. The Bottineau Planning Commission initiates this meeting by providing a minimum 14-day advance notice to the Bottineau County Planning Commission. After the Zoning Transition Meeting is held, the City of Bottineau can adopt an ordinance and officially begin exercising its zoning and land use authority over the new area. In addition to providing an advance notice to the Bottineau County Planning Commission, a public notice should be published and courtesy notifications should be mailed to affected property owners.

Upon adoption of the ordinance to officially extend the ETA, the land use map can be formally amended to show the expansion and new land use designations can be established. If zoning changes are needed, the standard zoning change procedures would be followed.

Acquiring Sole Jurisdiction in the Outer Half of the ETA

The North Dakota Century Code allows the flexibility for counties to give cities sole jurisdiction over the outer half of the ETA. The NDCC 40-47-01.1(1)(c) says: *"The extraterritorial zoning jurisdiction and authority to receive applications and issue permits under this section may be changed by written agreement between the city and the other political subdivision."*

There are benefits associated with returning to a system where the city has sole jurisdiction over the entire ETA. Such a system would benefit developers by allowing final decisions to go into effect one month sooner. It may also be considered beneficial to the county by reducing their burden of work associated with processing and decision making on development proposals. The primary benefit would be to the city which would have complete control of the entire ETA. This could function to help to contain urban sprawl, a pattern of leapfrog or checkerboard development, and promote a pattern of outward, connected growth with new subdivisions being annexed and served by city utilities. By obtaining sole jurisdiction over the outer half of the ETA, the city would have control of a larger outlying area that it will be growing into.



To facilitate such a system, the consent of Bottineau County would be required in a written agreement for the county to surrender its land use authority in the outer half of the ETA. It is recommended that the City of Bottineau work towards achieving such an agreement with Bottineau County and this will be listed as an implementation measure of this Comprehensive Plan.

Planning for Growth in the ETA

The future ETA zoning districts as shown in Figure 18 are based on the land use plan. Zoning changes should be consistent with the future land use plan as show in Figure 17 or as formally amended by the City Council in the future. The plan allows the city to carry out orderly extensions of city streets and utilities to allow growth in the most fiscally responsible manner.

The land use plan will be the basis for establishing zoning districts within the ETA. Initially many tracts of land in the ETA will be zoned as AG Agricultural, since they are not located in areas where the extension of water and sewer services is feasible. When utility extensions become feasible and development is proposed, the zoning can be changed from AG Agricultural to the compatible zoning district shown in this figure. Non-agricultural zoning designations can be initiated by the city, or the city can guide developers to make zoning requests consistent with the land use plan when they are considering new development.

