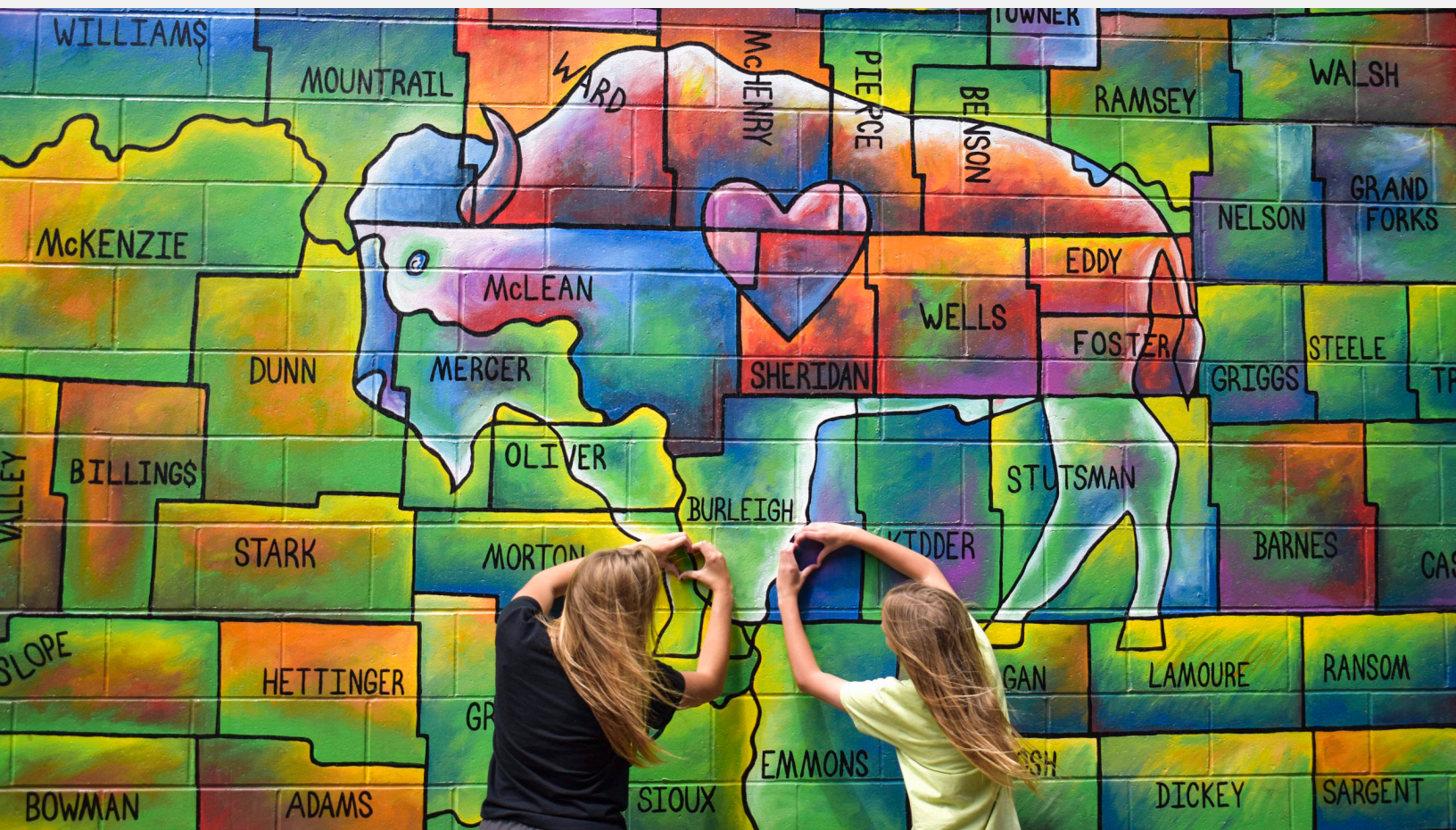




FALL 2019

**NORTH DAKOTA
PLANNING ASSOCIATION**

NEWSLETTER



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PRESIDENT'S MESSAGE

It's hard to believe summer is almost over and our last big summer holiday of Labor day has come and gone. It really feels like fall is just around the corner and from what I am hearing the winter could be a harsh one for us. As I drive to work each day, I see all the farmers trying to get their crops off the fields and I know we could really use some nice hot weather for that. The landscape is beautiful with all the golden fields and we hope that the bad hail storms stay away and fields get harvested.

I hope you are all ready for the North Dakota Planning Association's Annual Conference coming up on September 19th, 2019 at the Bismarck Event Center, I am really looking forward to the conference. We have some great speakers lined up and a wonderful walking touring followed by a great social. So if you have not signed up yet there is still plenty of time. We will be having our North Dakota Planning Association Business Meeting at 8:00 AM. We are also providing AICP CM credits for many of our sessions.

I enjoyed attending this year's Western Planners Conference in Santa Fe, New Mexico and the Western Planners Board meeting with Donna Bye. I am also very excited for next year's Western Planners Conference that will be held in Bismarck. Scott Harmstead and his conference committee have been busy planning the conference and I know it will be a great one.

Western North Dakota is still busy with the gas and oil industry. It seems like I am seeing new wells and flaring every day on my way to work. We are still keeping busy with new projects that are happening in Dunn County. Applications are still coming in for development and we also just approved the expansion of the ONEOK Bear Creek Plant north of Killdeer.

Again I hope you see many of you at our North Dakota Planning Association Annual Conference.

*Best Regards,
Sandy Rohde
NDPA President*



NDPA 2019 Board of Directors:

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At-Large Board Members

Rachel Laqua
Donna Bye

NDPA Newsletter Editors

Stacey Swanson
Will Hutchings

UPCOMING EVENTS

North Dakota League of Cities Conference

September 19 - 21, 2019 - Bismarck Events Center

The North Dakota League of Cities Annual Conference provides an opportunity for city leaders to come together to share ideas and best practices, attend workshops on issues that affect city government and connect with businesses that provide services and products to municipalities. Programming note: The NDPA Conference is the day before this conference.

<http://www.ndlc.org/223/Annual-Conference>

Reimagining the Rural West

October 1, 2019 - Fargo, ND

An initiative of Governor Doug Burgum with the Western Governors Association. At the workshop, panelists will discuss the trends that are shaping the rural West today, highlighting the variability among rural communities in the region. The workshop will also explore strategies, such as fostering entrepreneurship and building local leadership, that will help all rural western communities build on their strengths and achieve their vision of the future.

<http://westgov.org/news/workshop-reimagining-the-rural-west-in-fargo-north-dakota-on-oct.-1>

North Dakota Association of Counties Conference

October 6 - 8, 2019 - Bismarck Event Center

The NDACo Annual Conference is NDACo's premier educational and networking event. Held every October, the conference is a two-day gathering of over 500 officials, guests and vendors from across the state.

https://www.ndaco.org/programs_and_services/events/

North Dakota Geospatial Summit

October 22 - 23, 2019 - Bismarck Event Center

The North Dakota Geospatial Summit started out as GIS Day in 2001. Since that time it has grown in attendance and in recent past it has been held every other year as the North Dakota GIS Users Conference. Reflecting the dynamic and widening geospatial field but not losing sight of the foundation continuing to be built upon by geospatial professionals, the event for 2019 has been renamed to the North Dakota Geospatial Summit.

<https://und.edu/conferences/geospatial-summit/>

Main Street ND Summit

October 29 - 31, 2019 - Bismarck Event Center

The Main Street ND Summit is an annual gathering of local and regional community building experts and advocates to share best practices and engage community leaders, entrepreneurs, students and interested citizens in envisioning North Dakota's future.

<https://www.nd.gov/living-nd/main-street-nd/take-action/main-street-summit>

NDPA & Vision West - Planning & Zoning Workshop

January 28, 2020 - Dunn County Courthouse - Manning, ND

or January 30, 2020 - Mountrail County South Complex - Stanley, ND

Tentative topics include an overview of NDPA, changes to the Vision West ND Planning & Zoning Handbook, new planning & zoning legislation, and ethics and enforcement. Cost of the workshop is T.B.D. and will include lunch. The workshop will be open to all and more information will be sent out to NDPA members closer to the date.

2019 NORTH DAKOTA PLANNING CONFERENCE BISMARCK ND

Thursday, September 19, 2019 - Bismarck Event Center, 315 S. 5th Street, Bismarck ND

Bismarck will once again host the 2019 North Dakota Planning Association Conference. This year's conference will focus on a diverse range of topics for participants to attend. Some themes include, planning from scratch, housing, new industries, planning law, smart cities, and a legislative panel.

In addition, the conference will provide planning commission training free of charge to any planning commissioner.

The conference will conclude with a walking tour of downtown Bismarck which will feature a range of topics including the history of downtown Bismarck, recent and upcoming projects, and lessons learned as the City works to implement improvements to make downtown Bismarck an unique, attractive and friendly place for all.

After the conference, join other conference attendees for a social hour inside a new mixed use building on the edge of Bismarck's downtown district.

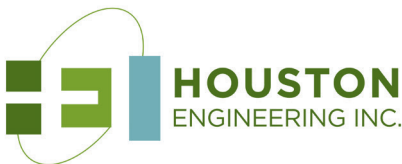
This year's conference will feature something for all and is certain to not disappoint.

2019 NDPA Conference Keynote Speaker

Matt Bucchin, AICP, LEED Green Associate is currently a Director of Planning with Halff Associates, Inc., out of their Austin office. He has over 23 years of public and private sector experience at the city, state, and special district levels of government. Over the last nine years, Matt has worked as a planning consultant and project manager on comprehensive, park, corridor, active transportation and downtown master planning processes and zoning and land development code projects. He also leads Halff's community resilience efforts. Prior to consulting, Matt spent five years leading the planning division for a fast-growing, almost 200,000-person county in metropolitan Atlanta and several years working with the Maryland Department of Natural Resources as a natural resources planner. The combination of these past experiences has provided him with extensive expertise in drafting plans and code that reflect good planning principles, while at the same time being sensitive to local political culture and imperatives. Beyond his primary job duties, he has also taken leadership roles for several American Planning Association (APA) initiatives including being the current Division Chair for the APA's Sustainable Communities Division, APA's Smart Cities and Sustainability Initiative (2014 and on-going) and Rebuilding America Green Infrastructure Sub-Task Force (2011).

SPECIAL THANKS TO OUR SPONSORS

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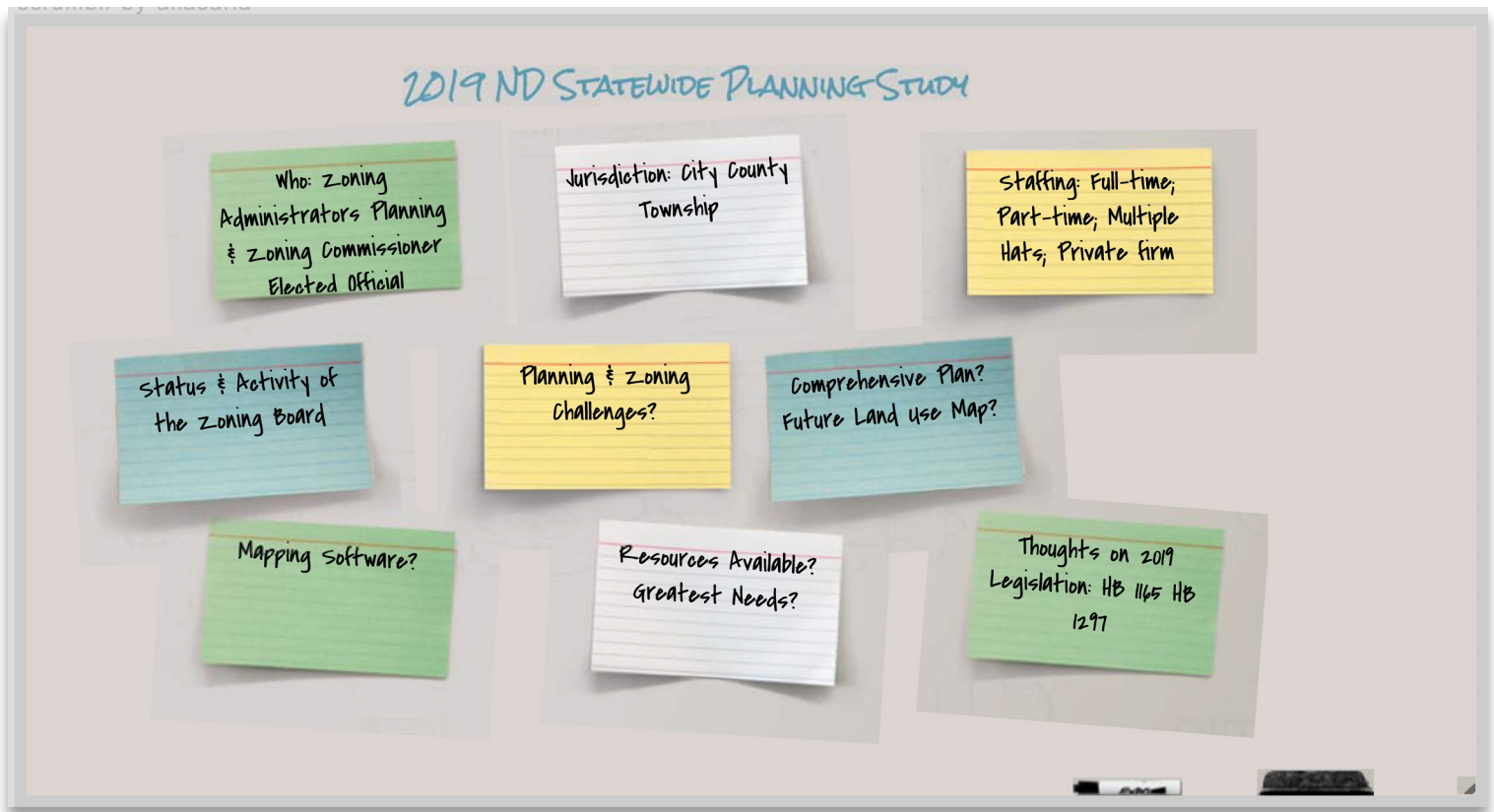


CONFERENCE AGENDA

* AICP CM Credit Available

8:00 AM	8:45 AM	Prairie Rose Room 104	NDPA Business Meeting	Members Welcome!
8:30 AM	9:00 AM	Lobby	Registration	
9:00 AM	9:15 AM	Prairie Rose Room 103	Welcome to Conference	Sandy Rohde, NDPA President; Scott Harmstead, AICP, Conference Committee Chair
9:20 AM	10:10 AM	Prairie Rose Room 104	Innovative Approaches to Rural Grocery Stores*	Carron Day, AICP, Stantec
9:20 AM	10:10 AM	Prairie Rose Room 103	Planning for the First Time: <i>Starting from Scratch in Horace ND*</i>	Matt Lower, Community Development Director, Horace ND
10:10 AM	10:25 AM	Lobby	Networking and Snacks	
10:25 AM	12:10 PM	Prairie Rose Room 104	Planning Advocacy Think Tank	Natalie Pierce, CFM, Planning and Zoning Director, Morton County
10:30 AM	11:20 AM	Prairie Rose Room 103	Plastics: <i>The Next Boom for North Dakota?*</i>	Don Kopecky, Scott F. Korom
11:25 AM	12:15 PM	Prairie Rose Room 103	Initiate Housing Development: <i>Planning and Financing*</i>	Jennifer Henderson, Planning and Housing Development Director, North Dakota Housing Finance Agency
12:15 PM	1:35 PM	Prairie Rose Room 105	Lunch and Keynote: <i>Smart Cities*</i>	Matt Bucchin, AICP, Halff Associates, Inc.
1:35 PM	1:45 PM	Prairie Rose Room 105	Main Street Initiative Two Years Later	North Dakota Department of Commerce
2:00 PM	2:15 PM	Lobby	Networking Break	
2:15 PM	3:45 PM	Prairie Rose Room 104	ND Land Use Law Panel*Law	Ariston Johnson, Johnson and Sundeen Tami Norgard, Vogel Law Firm
3:50 PM	5:50 PM	Lobby	Mobile Walking Tour: <i>Downtown Bismarck*</i>	City of Bismarck Planning Division Staff
3:50 PM	6:00 PM	Prairie Rose Room 105	Planning Commission Training	John Van Dyke, AICP, CFM, Principal Planner, City of Mandan; Joel Quanbeck, AICP, Planner, KLJ; Donald Kress, Planning Coordinator, City of Fargo; Rachel Laqua, AICP, Principal Planner, City of Williston
6:30 PM	8:30 PM		Social: <i>Broadway Grill, 100 West Broadway Ave., Bismarck ND</i>	

STATEWIDE PLANNING ISSUES/NEEDS SURVEY



NDPA, the ND League of Cities, North Dakota Association of Counties (NDACo), and ND Township Officers Association (NDTOA) are working together to develop an interim legislative study about planning and zoning issues. The first step in this process will be to gather input from planning interests across the state, via an online survey.

Aims of the survey:

- To gather baseline data about planning and zoning practices and resources from every city/county/township in North Dakota.
- To find out what the most urgent planning and zoning challenges and needs are among ND cities/counties/townships.

There are also some questions related to recent planning related bills (extraterritorial areas and non-conforming residential uses) and survey takers' preferences for the outcomes of those bills if they are introduced again in the 2021 session.

Please visit the NDPA website for a link to take the survey or visit <https://www.surveymonkey.com/r/XM2DD22>. We have a lofty goal of hearing from every city, county and township in North Dakota. So please encourage all your elected officials, planning and zoning commissioners, and public-sector planning colleagues to complete the survey!

*If you have any questions about the survey,
please contact Natalie at 701-667-3361 or natalie.pierce@mortonnd.org*

HIGHLIGHTS FROM THE 2019 DOWNTOWN CONFERENCE

By: Rachel Laqua



The annual North Dakota Downtown Conference was held in Williston on August 28th and 29th. Planners, downtown organization directors, business owners, and citizens gathered to hear from Amanda Brinkman, co-host of "Small Business Revolution" on Hulu and Amazon Prime, Doug Griffiths, Author of "13 Ways to Kill Your Community", Ed McMahon, Senior Fellow for Sustainable Development at the Urban Land Institute, Marcus Westbury, founder of Renew Newcastle and Renew Australia, and author of Creating Cities. In addition, the conference held numerous breakout sessions focusing on challenges facing downtowns, retail stores, and arts communities.

The Conference also held awards which honored "Best of the West Ribfest, Watford City"; Hettinger, ND; Debbie Richter of the Williston Downtown Association; and Kate Herzog of the Bismarck Downtown Partnership for events, projects, and leadership within the ND Downtown Community.



Downtown leaders received awards for events, projects, and leadership within the ND Downtown Community.



Daved Lundeen, Executive Director of the Williston Downtown Association, speaks to the conference.



Attendees listen to a breakout panel discussion on small business and retail.



Conference attendees walk down Williston Main Street"

Photos provided by Rachel Laqua

COMPLETE COUNT COMMITTEES

Grassroots movements for the 2020 Census

By: Stacey Swanson

"Be Legendary – Be counted!" North Dakota's slogan for the 2020 Census is a call for action. Census data is widely used by the planning profession and we have a direct interest in the accuracy of this important demographic dataset. One of the most effective ways for planners, governing bodies, communities and citizens to be involved with the Census is by forming and participating in Complete Count Committees (CCCs).

Definition of a Complete Count Committee

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

(2020 Census Complete Count Committee Guide pg 16)

CCCs are valuable assets for the U.S. Census Bureau:

CCCs give a local perspective, voice, and face to the Census. These groups know their communities best and are able to customize the national message to fit their needs and to reach their residents.

CCCs help to identify hard to count neighborhoods and populations that are less likely to self-respond during the Census. Mobile residents, hidden residents, residents with language barriers, or those in general that do not actively participate in government typically characterize the hard to count. These populations often go undercounted and therefore are under-represented members of the community. CCCs reach out to the organizations and individuals that have supportive relationships with hard to count populations.

CCCs spread the word about self-reporting in urban and rural areas and are known as the ambassadors of the

Census. The committees and subcommittees promote the Census through varied public outreach campaigns. For example, CCCs may distribute fliers, conduct mass mailings, launch social media messaging, set up kiosks in public buildings, or use any other marketing that produces results in the community.

Over one thousand workers will be employed across North Dakota to complete the Census over the upcoming year. Many of these workers may be from another community and may not be familiar with our small towns and rural areas. CCCs can assist this workforce by advertising Census jobs and recruiting qualified, local residents.

Important steps and objectives when forming a CCC:

- First, contact your area's Census Partnership Specialist for materials and guidance.
- The governing board takes official action to establish a CCC. Processes will vary from jurisdiction to jurisdiction, but most often the governing bodies forms CCCs by a resolution.
- Your community's governing board appoints committee members from various sectors of the community such as faith based organizations, schools, public health, social service facilities, city councils, civic clubs, and businesses.
- The CCC prepares an action plan, also known as an outreach plan (see inset). This document describes the goals, objectives, and processes of the committee.
- Review the 2010 Census Participation Rates in the [Census Explorer](#) and challenge the community to do better.
- Know the enumeration strategy for your area by viewing the [Type of Enumeration Area \(TEA\) Viewer](#)
- View the demographic data in the [Response Outreach Area Mapper \(ROAM\)](#). Identify Census Tracts that may need extra outreach in 2020.
- Monitor the self-reporting statistics and continue to encourage residents to participate and to cooperate with enumerators.
- Have a good record keeping system to document activities and accomplishments. The Census will request a final report upon completion of the enumeration.

2020 CENSUS TIMELINE



A COMPLE COUNT COMMITTEE OUTREACH PLAN ANSWERS THESE QUESTIONS:

- Who are the members of the CCC?
- What are the goals and how will the CCC accomplish its goals?
- What enabling action formed the CCC?
- Why is the CCC important to your community?
- When will the committee(s) meet and what is the scheduled timeline?
- Where is outreach needed the most?
- How has the community been involved with the Census thus far (LUCA, BAS, PSAP, New Construction program)
- Will the CCC need subcommittees within the organizational structure?

Closing Comments on CCCs:

Even though CCCs are grass roots, boots on the ground, local committees, they must be endorsed or at least recognized by the local Census offices. Each jurisdiction and the strategy each takes will be unique. The first step is to contact the Census Partnership Specialist for your region of the state. The Partnership Specialist is a mentor, but is not in charge of managing the activities of the CCCs. The Census is methodical - protocols must be followed and deadlines must be met. Always be mindful of the guidelines and schedules.

Local efforts to encourage an accurate count will come with a cost. CCCs should identify their needs and look for all available funding sources. If you need assistance, funding will soon be available through the North Dakota Complete Count Task Force. Linda Svihovec, co-chair of the task force, confirmed that up to \$5,000 would be awarded to local CCCs. However, this is not a grant paid directly to the CCCs for expense reimbursement. The Department of Commerce serves as a partner and will pay for approved expenses to a vendor on behalf of the CCC. The application and instructions will be finalized in the upcoming weeks and posted on the ND Census 2020 webpage. The state task force received \$1,000,000 from the 2019 Legislature, and just like any other available funding source it doesn't hurt to ask right? And remember, the numbers do add up. In North Dakota, each resident counted adds \$19,000 in federal funding allocations over the spread of ten years. This amounts to \$1.4+ billion statewide each year for essential public services and infrastructure. So do your part and take action.

Stacey Swanson is a native of Beach, ND and has been in county government for 16 years, first with Golden Valley County and with Billings County since 2011. In addition to planning and zoning, she serves as tax director and 911 coordinator. Stacey holds a Masters of Architecture degree from Montana State University and is excited to take on the role of co-editor for the NDPA Newsletter. Stacey is married, has a little brown Boston terrier, and spends her small-town life by staying busy with hobbies and projects like camping and fishing, golfing, gardening, quilting and being an active member of community organizations.

FOR MORE INFORMATION ON COMPLETE COUNT COMMITTEES CONTACT:

State of North Dakota

Kevin Iverson, Census Office Manager
ND Department of Commerce
701-328-5385
kciverson@nd.gov

Eastern North Dakota

Erin F. Musland, J.D., Partnership Specialist
U.S. Census Bureau
Dallas Regional Census Office/Field Division
Mobile: 701-659-3566
erin.f.musland@2020census.gov

Western North Dakota

Joseph Roberson-Kitzman, Partnership Specialist
U.S. Census Bureau
Dallas Regional Census Office/Field Division
Mobile: 701-390-0830
joseph.r.roberson.kitzman@2020census.gov

Tribal Areas

Cheryl Ann Kary (*Hunkuotawin*),
Tribal Partnership Specialist
U.S. Census Bureau
Dallas Regional Census Office/Field Division
Mobile: 817-897-3804
cheryl.kary@2020census.gov

ADDITIONAL REFERENCES

[North Dakota Census 2020](#)

[Information and Resources for Complete Count Committees](#)

[Find a Complete Count Committee in your area](#)

[2020 Census Toolkit for State and Local Officials](#)

[2020 Census Website](#)

[Help us count everyone](#)

CONTRIBUTORS WANTED

NDPA strives to provide quality newsletters that cover a wide variety of planning topics relevant to our state. We serve a broad audience and try to feature planning procedures, concepts and principles as well as appropriate planning law or Century Code. The newsletter is published three times a year by the NDPA and serves as an educational resource for professional planners, economic developers, state agency staff and officials, regional council board members, city and county planning board members, private individuals, businesses and utilities.

Contributors may provide articles in one of two standard formats.

- A column is typically between 500 to 1,000 words (1 to 2 pages in Word)
- A feature article is typically between 1,000 to 2,000 words (2 to 4 pages in Word)

Your article may qualify for AICP CM Credits as well - For more information see the following information from the APA

<https://www.planning.org/cm/logging/author/>

If you are interested, please send all articles and accompanying graphics to our NDPA co-editor Stacey Swanson at stswanson@nd.gov

SUBMIT A NEW JOB OPENING OR RFP WITH NDPA

Interested in a new job? Is your community in need of a planning professional or are you seeking requests for proposals on a new project? NDPA highlights available positions and RFPs on our website. Please note that your first posting is free for 30 days! Each additional 30 days will require a \$10 payment.

Current Openings:

[Planning/Zoning Administrator – Ward County](#)

[Associate Planner – City of Minot](#)

Note: NDPA posts the openings as an additional resource for our members, communities, and planning professionals. Since the website is updated periodically, these positions may already be filled. Please verify the job opening or RFP with the jurisdiction or company.



Photo Credit: Johnathon Campbell, Utility Box Art - Bismarck, ND

LARRY WEIL

COMMUNITY DEVELOPMENT DIRECTOR

WEST FARGO, ND

Tell us a little bit about yourself.

I was born and raised in Hazen, North Dakota where I graduated from high school. I attended ND State School of Science obtaining an associate degree before transferring to NDSU where I received a BA Degree in Sociology with emphasis in community development and social work. I also received a Master's Degree in Community and Regional Planning from NDSU.

Why did you decide to become a planner?

After obtaining my undergraduate degree, I joined the Peace Corps and went to Brazil where I worked for schools for abandoned children for two years. My primary function was in the area of horticulture and animal husbandry to educate staff and students in these areas and increase food production and nutrition for the schools where the main food was rice and beans. A secondary function became counseling and being an advocate for the children. Following my first 2 - year commitment, I extended for another 1 - year commitment. My assignment was to the state planning agency for the state of Minas Gerais. My function was to be a demographer performing demographic studies for a region of the state as part of a planned investment strategy for physical and social infrastructure improvements; also to train a counterpart to do the same who would continue when my commitment was complete. This was an introduction to planning, albeit somewhat different to planning in the United States, and influenced my decision to pursue planning as a profession.

What aspects of planning do you enjoy the most?

A few aspects of planning that I enjoy include comprehensive planning, community development and training lay planners. Comprehensive planning provides the opportunity for citizens to create a vision for their community and guide how to accomplish it. It can bring the elected officials and citizens together within a process where all can be engaged and contribute to a mutually beneficial outcome. Assisting homeowners on a fixed income to make improvements that would otherwise not be possible, or helping them financially by minimizing or eliminating infrastructure assessments is a rewarding experience. Most of the planning in small North Dakota communities is by lay planners, so training them to be more knowledgeable and effective in their role is beneficial to them, their communities and the state.

Describe a recent project you've contributed to that you are proud of. Why is it important? Highlight methods that made the project a success.

The cost of providing infrastructure has been a barrier to growth in commercial and industrial development for West Fargo for a long time. It has been a goal for several decades to diversify and strengthen our commercial tax base. Planning was instrumental in creating a partnership between the City and development community to develop the first two industrial parks utilizing Tax Increment Financing and sales tax as financial tools.

As a result of city involvement, primary business sector interest was sparked, as their costs were reduced significantly. The City's tax base was strengthened, as substantial investment in property improvements were made which provides for appreciable mid-to-long term gains in property taxes for the community. TIF has been utilized for two additional industrial parks and for several specific projects to accomplish the City's goals in economic development.

What is the status of long-term planning projects in your community?

The City completed an exciting comprehensive planning process about a year ago which cast a very different vision for the community. With significant citizen and community leadership engagement, the community as a whole has embraced change for a better community to live, work and play.

What projects are you focused on now?

My primary focus currently is in the area of community development. We are working to redevelop some affordable housing and develop new affordable housing opportunities. We are also developing a strategy to replace a substantial amount of old and failing sewer, water, street, and storm sewer infrastructure in established neighborhoods where older, more affordable single-family homes exist. Our goal is to minimize the financial burden on elderly and low-to-moderate income family households. Additionally, the City is partnering with a local bank to offer lower interest remodeling loans to promote the revitalization of residential neighborhoods.

Do you have any advice you would like to give to other planners in the state?

I have always seen value in contributing to the profession and being active in the community. Through our involvement and assistance to others, we are giving back and we contribute to making organizations and our community better. As planners we are agents, or facilitators of change. Some may be more fortunate than others when we can experience significant positive change in our communities, because of the nature of faster growing communities. However, it is the relationships we build and the impacts that are created, as a result of those relationships, that leave a legacy.



If you would like to nominate someone as a featured planner, please contact any NDPA Board Member. We want to share your story and learn about your community.

Formed in 1973, the North Dakota Planning Association strives to be a forum for a diverse population across the state, region and county. It serves professional planners, economic developers, state agency staff and officials, region council board members, city and county planning board members, private individuals, businesses and utilities.

Over the years, the North Dakota Planning Association has provided a place for an exchange of ideas, educational opportunities, legislative information and lobbying activities, and kept its membership informed on the current topics of concern across the state.

CONTACT US

<https://www.ndplanning.org/>

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2019 MEMBERSHIP RENEWAL

In order to join the NDPA, or renew your membership for 2019, you may simply send a \$55.00 check made out to "NDPA" to NDPA, PO Box 1588, Fargo ND 58107 and include your contact information (name, email address, mailing address, phone number, title, organization name). Or you can go to the [NDPA website](#) and navigate to the Membership page, and click on the Join NDPA Today at the bottom of the page and scroll to the bottom of the page to select your method of application and payment. If you have any questions, please email: joel.quanbeck@kljeng.com.

BECOME A MEMBER

Who should join?

- Planning Commissioners
- City/County Commissioners
- City/County Council Members
- Planners/City planners
- Community developers
- Local engineers interested in planning
- Building officials interested in planning
- Other professionals interested in planning

NDPA NOW HAS A FACEBOOK PAGE!

- Stay Connected with NDPA
- View upcoming events & conference highlights
- Showcase planning & zoning in North Dakota



NDPA Disclaimer: The views expressed in the articles published in this newsletter are those of the authors. They do not necessarily represent the views or opinions of the NDPA.

