



*Aaron Nelson, Director of Planning and Zoning*

*Leslie McGillivray-Rivas, Sr. Planner*

*Lisa Sankey, Planner*

*Breanna Siegler, Office Manager*

**West Fargo Planning & Zoning Commission  
Tuesday, September 12, 2023 at 5:30pm  
West Fargo City Hall**

Members Present: Joe Kolb, David Gust, Eric Dodds, Mike Thorstad, Kathi Schwan, Aleyna Leibfried

Members Absent: None

Others Present: Aaron Nelson, Lisa Sankey, Kat McNamara, Leslie McGillivray-Rivas, Breanna Siegler

Minutes Submitted by: Breanna Siegler, Office Manager

Meeting was called to order by Chair Kolb at 5:30pm.

Commissioner Leibfried moved and Commissioner Dodds seconded to approve order of agenda. No opposition. Motion passed.

Commissioner Dodds moved and Commissioner Thorstad seconded a motion to approve the minutes from August 8, 2023. No opposition. Motion passed.

Chair Kolb opened a Public Hearing for A23-24 Sukuts Estates, Conditional Use Permit for auto sales in a C: Light Commercial District at 101 Main Ave E (Lots 1 & 2, Block 3), City of West Fargo, North Dakota- Sankey. No public comments received, Chair Kolb closed the Public Hearing. Chair Kolb asked for clarification regarding the placement in the redevelopment corridor-landscaping specifically. Conditional use permit will include a vehicle limit of 10. If issues or complaints the CUP agreement would be notified and permit could possibly be revoked. Commissioner Leibfried motioned to approve CUP with conditions outlined. Commissioner Schwan seconded. No opposition. Motion passed.

Chair Kolb asked for clarification about what was going to be included in the retracement plot for agenda item A23-25 North Pond at the Preserve 17<sup>th</sup> Addition, a Replat of Lot 1, Block 1 of North Pond at the Preserve 13<sup>th</sup> Addition (300 23<sup>rd</sup> Ave)- City of West Fargo, North Dakota- Sankey. Planning staff confirmed that building referenced was on the corner of the parcel. Chair Kolb opened a public hearing. No public comment was given, Chair Kolb closed the hearing. Commissioner Gust asked how access to the new parcel would be given. Planner Sankey confirmed easement was included in application. Commissioner Dodds moved to approved with recommendations. Commissioner Gust seconded. No opposition. Motion passed.

Planning Director Aaron Nelson provided an update on the Downtown Master Plan Project and gave a brief overview of the steps taken year to date.

Chair Kolb opened the floor for non-agenda items. Director Nelson introduced new Senior Planner, Leslie McGillivray-Rivas. Leslie did an introduction. Planning Director Nelson brought forth intention to alter agenda structure to include a "discussion" portion at end of meetings. Director Nelson invited comments. Commissioner Leibfried asked if there was a time-frame goal for these discussions to be completed and brought forth concerns regarding time allocations. Director Nelson verified that the intention is one topic at a time and will be dependent on current agenda. These items will be discussion, not actionable items.

Commissioner Gust moved to adjourn meeting. Commissioner Leibfried seconded. No opposition. Motion passed. Meeting adjourned at 6:10pm.



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