

West Fargo Planning & Zoning Commission Meeting Minutes
Tuesday, September 10th 2024 - 5:30 p.m.

Members Present: Kathi Schwan, Mike Thorstad, Matt Kopp, Joe Kolb

Members Absent: Eric Dodds, Dave Gust

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

Minutes Submitted by: Breanna Siegler, Office Manager

Meeting was called to order by Chair Kolb at 5:30pm. Chair Kolb asked for approval of the order of the agenda. Commissioner Schwan motioned to approve the regular agenda. Commissioner Thorstad seconded the motion. No opposition. Motion passed.

Commissioner Schwan moved and Commissioner Thorstad seconded the motion to approve the minutes from August 13, 2024. No opposition. Motion passed.

Chair Kolb thanked Commissioner Aleyna Leibfried for her service on the commission. He welcomed Commissioner Matt Kopp to his first meeting as a Planning & Zoning Commissioner.

Chair Kolb opened a public hearing for A24-25 The Yards 2nd Addition, a request for conditional use permit for installation of a diesel fuel tank in an M: Heavy Industrial District at 643 5th St Ct NW (Lot 13, Block 1 of The Yards 2nd Addition). Chair Kolb asked for public comment. No public comment was brought forth. Chair Kolb closed the public hearing. Discussion held. Commissioner Thorstad motioned to approve with the condition that a conditional use permit is signed prior to being brought forth at a City Commission meeting. Commissioner Thorstad seconded the motion. No opposition. Motion passed.

Chair Kolb opened a public hearing for A24-26 Zoning Ordinance Amendments to Title IV regarding landscaping, screening, and outdoor storage. Chair Kolb asked for public comment. No public comment was brought forth. Chair Kolb closed the public hearing. Discussion held. Commissioner Schwan motioned to approve the amendments. Commissioner Kopp seconded the motion. No opposition. Motion passed.

Chair Kolb opened the next agenda item: Initiation of the Growth Area Master Plan. Director Nelson gave a short presentation summarizing the project and its purpose. This plan will act as a cooperative document with the Comprehensive Plan. Commissioner Kopp motioned “to recommend the City Commission direct staff to draft and publish a request for proposals for the development of a Growth Area Master Plan and to otherwise initiate this project.” Commissioner Schwan seconded. No opposition. Motion passed. Discussion has been brought to the Parks Department and School District to see if they would like to partner on any aspects of the plan.



*Aaron Nelson, AICP Director of Planning and Zoning
Leslie McGillivray-Rivas, Sr. Planner
Lisa Sankey, Planner
Breanna Siegler, Office Manager*

Chair Kolb opened the floor for non-agenda items. None were brought forth.

Chair Kolb asked for a motion to adjourn from the regular agenda. Commissioner Schwan moved to adjourn and Commissioner Thorstad seconded. Chair Kolb adjourned from the regular agenda at 6:20pm.