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West Fargo Planning & Zoning Commission Meeting Minutes
Tuesday, February 11th 2025 - 5:30 p.m.

Members Present: Joe Kolb, Mike Thorstad, Dave Gust, Matt Kopp, Kathi Schwan, Eric Dodds-virtual

Members Absent: None

Others Present: Aaron Nelson, Lisa Sankey, Katie Schmidt, Breanna Siegler

Minutes Submitted by: Breanna Siegler, Office Manager

The meeting was called to order by Chair Kolb at 5:30pm. Chair Kolb asked for approval of the order of the agenda. Commissioner Gust motioned to approve; Commissioner Schwan seconded. No opposition. Motion passed.

Commissioner Kopp moved and Commissioner Thorstad seconded the motion to approve the meeting minutes from January 14, 2025. No opposition. Motion passed.

Chair Kolb opened a public hearing for A24-32 Hope Lutheran Addition, a request for subdivision and zoning change from A: Agricultural to R-1A: Single Family Dwellings in the S ½ of Section 31, T139N, R49W, which had been continued from the December 10, 2024 meeting. Staff explained that at this time, this application is for subdivision and rezoning of the property, not review of the site plan. Religious institutions are allowed in R1-A by right. Chair Kolb asked for public comment. Public comments were brought forth.

Two members of the public brought forth comments. The first focused on property tax concerns and a desire to see single-family homes in this space over a church. The second commenters concerns were regarding increased traffic on 9th St W and 6th St W due to this project.

Brian Berg (Zerr Berg Architects) spoke on behalf of the applicant. To address some of the traffic concerns, they have specifically organized the parking lots to help with the queuing and keep the extra drive length contained within the actual parking lot. They are looking at ways to continue to address these concerns with the city staff. A connection to 6th is shown on the preliminary drawings to help with future congestion if the rest of the area gets developed.

Chair Kolb closed the public hearing. Discussion held. Commissioner Dodds stated that concerns about trees and green space came up in public comments prior to the meeting. He wanted to know if these concerns will be addressed in a detailed development plan. The applicant indicated that they are willing to modify the conceptual site plan to plant more trees prior to submitting a detailed development plan. Brian Berg said that after the public meeting, they eliminated the parking spaces that originally faced the houses on Rania Way. They are also trying to protect the neighbors to the south and



north from issues associated with large parking lots. Commissioner Gust motioned to approve the application with the condition listed. Commissioner Thorstad seconded. No opposition. Motion passed.

Chair Kolb opened a Public Hearing for A25-2 Maple Ridge at the Preserve 4th Addition, a request for a variance to reduce the required minimum building control line of the CO-SR: Sheyenne River Corridor Overlay District at 3110 Sheyenne River Way (Lot 9, Block 1 Maple Ridge at the Preserve 4th Addition). SE Cass Water Resource District provided some comments based on the soil analysis report. The owner must sign the release of liability document as a condition of approval. Chair Kolb asked for public comment. No public comment was brought forth. Chair Kolb closed the public hearing. Discussion held. City Engineer Jerry Wallace shared some findings regarding the geotechnical report that was submitted by the applicant. The report satisfies the requirements of the ordinance. Commissioner Gust motioned to approve. Commissioner Schwan seconded. Motion passed with a 5-1 vote where Commissioner Dodds voted in opposition.

Chair Kolb opened the floor for approval of updates to the commission bylaws. Director Nelson reviewed the proposed changes. The updates are redlined in the agenda packet. Chair Kolb offered a suggestion of adding a month as a deadline for the annual work program documentation. He suggested January. Commissioner Gust motioned to approve the proposed changes to the bylaws after including the suggestion to provide a month to complete the annual work program. Commissioner Schwan seconded. No opposition. Motion passed.

Chair Kolb opened the floor for non-agenda items. Director Nelson announced that there was a kick-off meeting with HKGi regarding the Growth Area Master Plan and that the Planning & Zoning Commission can look forward to future updates and requests for input.

Chair Kolb asked for a motion to adjourn from the regular agenda. Commissioner Gust moved to adjourn. Commissioner Schwan seconded. No opposition. Motion passed. Chair Kolb adjourned from the regular agenda at 6:30pm.