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West Fargo Planning & Zoning Commission Meeting Minutes
Tuesday, April 15th 2025 - 5:30 p.m.

Members Present: Joe Kolb, Mike Thorstad, Dave Gust, Matt Kopp, Kathi Schwan, Chris Wehri, 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 Kopp seconded. No opposition. Motion passed.

Commissioner Kopp moved and Commissioner Schwan seconded the motion to approve the meeting minutes from March 11, 2025. No opposition. Motion passed.

Chair Kolb welcomed Chris Wehri as a new Extraterritorial Planning & Zoning Commissioner.

Chair Kolb opened a public hearing for- A24-28 Zoning Ordinance Amendment to Title IV regarding short-term rentals. This item was continued from the March 11, 2025 meeting. Chair Kolb asked for public comment. Three members of the public brought forth comments. One was in favor of the original version of the ordinance that contained the primary residence restrictions. The others made comments regarding the tracking of complaints and enforcement of ordinance restrictions. Chair Kolb closed the public hearing. Commissioner Kopp motioned to approve the revised ordinance amendment. Commissioner Schwan seconded. Motion passed 6-1 with Commissioner Gust voting nay.

Chair Kolb opened a Public Hearing for Public Hearing- A25-5 Brooks Harbor 5th Addition, a request for Planned Unit Development at 2250 5th St W to build townhouse style apartments (Lot 3, Block 3 Brooks Harbor 5th Addition). This item was continued from the March 11, 2025 meeting and the applicant has requested it be continued until the May 13, 2025 meeting. Chair Kolb asked for public comment. No public comment was brought forth. Chair Kolb closed the public hearing. Commissioner Gust motioned to approve the request to continue this item until the May 13, 2025 meeting. Commissioner Schwan seconded. Motion passed. No opposition.

Chair Kolb opened a Public Hearing- A25-6 McMahon Estates 2nd Addition, a request for a Conditional Use Permit to construct an oversized accessory structure within the R-1E: Rural Estates zoning district and a request for a variance to reduce the required minimum building control line of the CO-SR:



Sheyenne River Corridor Overlay District at 126 49th Ave E (Lot 11, Block 1 McMahon Estates 2nd Addition). Chair Kolb opened the floor for public comment. No comment brought forth. Chair Kolb closed the public hearing. Discussion held. Commissioner Gust motioned to approve with three conditions listed. Commissioner Thorstad seconded. Motion passed on 6-1 vote with Commissioner Dodds voting nay.

Chair Kolb opened a Public Hearing for A25-7 Section 7, T139N, R49W, a request for Conditional Use Permit at 320 8th St W to allow for light industrial uses (shop condos) in the HC: Heavy Commercial Zoning District (a portion of Section 7, T139N, R49N). Chair Kolb opened the floor for public comment. No public comment was brought forth. Chair Kolb closed the public hearing. Discussion held. Commissioner Gust moved to approve with the six conditions listed by staff. Commissioner Kopp seconded. No opposition. Motion passed.

Chair Kolb introduced A25-4 Oak Ridge 20th Addition, a request for PUD Detailed Development Plan within a Planned Unit Development at 825 32nd Ave E for an oil change business (Lot 1, Block 1 Oak Ridge 20th Addition). Discussion held. Commissioner Gust moved to approve the detailed development plan. Commissioner Schwan seconded. No opposition. Motion passed.

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 Kopp moved to adjourn. Commissioner Wehri seconded. No opposition. Motion passed. Chair Kolb adjourned from the regular agenda at 6:38pm.

Chair Kolb opened the discussion agenda. Director Nelson stated that the May 13, 2025, meeting agenda may include a zoning ordinance amendment to Title IV relating to the CO-SR: Sheyenne River Corridor Overlay District. A review of the ordinance has been requested by the Southeast Cass Water Resource District.

Director Nelson thanked Chair Kolb for his ten years of service on the Planning & Zoning Commission and presented him with a plaque honoring his commitment.

Chair Kolb closed the discussion agenda.