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West Fargo Planning & Zoning Commission Meeting Minutes
Tuesday, May 13th, 2025 - 5:30 p.m.

Members Present: Mike Thorstad, Dave Gust, Matt Kopp, Kathi Schwan, Chris Wehri, Alyssa Ommen, 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 Acting Chair Dodds at 5:30pm. Acting Chair Dodds asked for approval of the order of the agenda. Commissioner Gust motioned to approve; Commissioner Thorstad seconded. No opposition. Motion passed.

Commissioner Kopp moved and Commissioner Schwan seconded the motion to approve the meeting minutes from April 15, 2025. No opposition. Motion passed.

Acting Chair Dodds welcomed Alyssa Ommen as our new Planning & Zoning Commissioner.

Acting Chair Dodds asked for a motion to elect a new Chair to the Commission. Commissioner Schwan nominated Acting Chair Dodds as Chair and Commissioner Thorstad as Vice Chair. Commissioner Kopp seconded. Discussion held. Vote held via roll call. No opposition. The new Chair will be Acting Chair Dodds and Vice-Chair will be Commissioner Thorstad. Vice-Chair Thorstad took over as Acting Chair for the remainder of the meeting since Chair Dodds was participating virtually.

Vice-Chair Thorstad opened a public hearing for 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. This item has been withdrawn from consideration by the applicant. Vice-Chair Thorstad asked for public comments. No public comment was brought forth. Acting Chair Thorstad closed the public hearing. No action taken since applicant has withdrawn from consideration.

Vice-Chair Thorstad opened a Public Hearing for A25-8 Greenworks 1st Addition a request for Subdivision and Planned Unit Development at the SE corner of 40th Ave W and 15th St W for a retail nursey and landscaping services (a portion of Section 31, T139N, R49N). There has been a request for continuation of this item until the June 10, 2025 meeting. Vice-Chair Thorstad asked for public comments. No public comment was brought forth. Vice-Chair Thorstad closed the public hearing and approved continuation until the June 10, 2025 meeting.



Vice-Chair Thorstad opened a Public Hearing for A25-10 Gateway West Addition, a request for a Conditional Use Permit at 1950 Sheyenne Street to allow for an illuminated sign facing a residential district (Lot 8, Block 1 Gateway West Addition). There has been a request for continuation of this item until the June 10, 2025 meeting. Vice-Chair Thorstad opened the floor for public comment. No comment was brought forth. Vice-Chair Thorstad closed the public hearing and approved continuation of this item until the June 10, 2025 meeting.

Vice-Chair Thorstad opened a Public Hearing for A25-9 Halverson's Industrial Park 6th Addition, a request for a Major Subdivision at 1154 3rd Ave NW (Lot 3, Block 1 Halverson's Industrial Park 2nd Addition). Vice-Chair Thorstad opened the floor for public comment. No public comment was brought forth. Vice-Chair Thorstad closed the public hearing. Commissioner Gust moved to approve the application with the staff recommendations. Commissioner Wehri seconded. No opposition. Motion passed.

Vice-Chair Thorstad introduced A25-11 Zoning Ordinance Amendment to Title IV relating to encroachment of the building control line in the CO-SR: Sheyenne River Corridor Overlay District. Vice-Chair Thorstad opened the public hearing. No public comment was brought forth. Discussion held. Commissioner Gust would recommend approval if section 6 of the exceptions about parking lots being able to be within 50ft is struck out of the ordinance draft. Chair Dodds seconded the motion with edits. No opposition. Motion passed.

Vice-Chair Thorstad opened the floor for non-agenda items. Director Nelson announced that a public open house for the West Fargo Growth Area Master Plan will take place 5:00pm-7:00pm in the Commission Chambers at West Fargo City Hall on Wednesday, May 21st.

Vice-Chair Thorstad asked for a motion to adjourn from the regular agenda. Commissioner Schwan moved to adjourn. Commissioner Kopp seconded. No opposition. Motion passed. Vice-Chair Thorstad adjourned from the regular agenda at 6:02pm.