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West Fargo Planning & Zoning Commission Meeting Minutes  
Tuesday, August 12<sup>th</sup>, 2025 - 5:30 p.m.

Members Present: Mike Thorstad, Matt Kopp, Kathi Schwan, Morgan Forness, Alyssa Ommen, Eric Dodds-virtual

Members Absent: Dave Gust, Chris Wehri

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

Minutes Submitted by: Breanna Siegler, Office Coordinator

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

Chair Dodds asked for a motion to approve the meeting minutes from June 10, 2025. Commissioner Schwan moved and Commissioner Ommen seconded a motion to approve the meeting minutes from June 10, 2025. No opposition. Motion passed.

Planning Director Nelson introduced our new Extraterritorial Planning & Zoning Commission member, Morgan Forness.

Chair Dodds opened a public hearing for A25-8 Greenworks 1<sup>st</sup> Addition, a request for subdivision and planned unit development at the SE corner of 40<sup>th</sup> Ave W and 15<sup>th</sup> St W for a retail nursery and landscaping services (a portion of Section 31, T139N, R49N). This item was continued at the June 10, 2025, meeting. This item has been withdrawn by the applicant. Vice-Chair Thorstad opened the floor for public comment. No public comment was brought forth. Vice-Chair Thorstad closed the public hearing. No action was taken since the applicant had withdrawn from consideration.

Chair Dodds opened a public hearing for A25-17 Sheyenne 2<sup>nd</sup> Addition, a request for zoning change from R-2 to P for South Elementary School located at 117 6<sup>th</sup> Ave W and adjacent Southside playground (Block 35 Sheyenne 2<sup>nd</sup> Addition and Lot 1, Block 9 Southdale Addition). Vice-Chair Thorstad took over chairing the meeting on behalf of Chair Dodds attending virtually. Vice-Chair Thorstad asked for public comments. No public comment was brought forth. Vice-Chair Thorstad closed the public hearing. Commissioner Kopp motioned to approve the request with the conditions listed by staff. Commissioner Schwan seconded. Motion passed 6-0. No opposition.



Vice-Chair Thorstad opened a public hearing for A25-19 Galvanizers Addition, a request for subdivision at 1001 12<sup>th</sup> Ave NE (a portion of the SE Quarter of the NW Quarter and portion of Government Lot 3, all in Section 4, T139N, R49W). Vice-Chair Thorstad opened the floor for public comment. No public comment was brought forth. Vice-Chair Thorstad closed the public hearing. Commissioner Schwan motioned to approve the request. Commissioner Kopp seconded. Motion passed 6-0. No opposition.

Vice-Chair Thorstad introduced A25-18 Sterling Industrial Park 8<sup>th</sup> Addition, a request for retracement plat at 632 13<sup>th</sup> St NE (Lot 4, Block 2 Sterling Industrial Park 1<sup>st</sup> Addition and Lot 5, Block 1 Sterling Park Industrial 2<sup>nd</sup> Addition). Discussion held. Commissioner Ommen motioned to approve the request. Commissioner Kopp seconded. Motion passed 6-0. No opposition.

Vice-Chair Thorstad introduced A25-16 Bogey 4<sup>th</sup> Addition, a request for right-of-way access at 475 12<sup>th</sup> Ave NE (Lot 1, Block 1 Bogey 4<sup>th</sup> Addition). Discussion held. Commissioner Kopp motioned to approve the request with stated conditions. Commissioner Ommen seconded. Motion passed 6-0. No opposition.

Vice-Chair Thorstad opened the floor for non-agenda items. Director Nelson brought forth an update regarding a public comment policy being implemented for the Planning & Zoning Commission. Since the topic was introduced at our last meeting, the North Dakota League of Cities has clarified that that stipulation is for elected officials and not those appointed. Staff will not be pursuing making a public comment policy.

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 5:51pm.

Vice-Chair Thorstad opened the discussion agenda. Director Nelson discussed proposed revisions to Title IV regarding landscaping. Vice-Chair Thorstad initiated discussion.

Vice-Chair Thorstad adjourned from the discussion agenda.