



*Aaron Nelson, AICP Director of Planning and Zoning  
Steve Iverson, Senior Planner  
Lisa Sankey, Planner  
Breanna Siegler, Office Coordinator*

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## West Fargo Planning & Zoning Commission Agenda

Wednesday, April 15<sup>th</sup>, 2026 - 5:30 p.m.

- A. Call to Order
- B. Approval of Order of Agenda
- C. Approval of Minutes- February 10th, 2026
- D. Regular Agenda
  - 1. A26-3 Lenzmeier 5<sup>th</sup> Addition, a request for a retracement plat at 1245 8<sup>th</sup> St W (Lots 6, 7, & 8, Block 1 Lenzmeier 3<sup>rd</sup> Addition)- Sankey
- E. Non-Agenda Items
- F. Adjourn from Regular Agenda
- G. Discussion Agenda
  - 1. Proposed ordinance amendment regarding inert landfills.



West Fargo Planning & Zoning Commission Meeting Minutes  
Tuesday, February 10<sup>th</sup>, 2026 - 5:30 p.m.

Members Present: Kathi Schwan, Alyssa Ommen, Chris Wehri, Dave Gust, Morgan Forness, Matt Kopp, Joseph Haj

Members Absent: Mike Thorstad

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

Minutes Submitted by: Breanna Siegler, Office Coordinator

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

Vice-Chair Gust asked for a motion to approve the meeting minutes from January 13, 2026. Commissioner Ommen moved and Commissioner Kopp seconded a motion to approve the meeting minutes from January 13, 2026. No opposition. Motion passed.

Vice-Chair Gust welcomed Joseph Haj as our new Planning & Zoning Commissioner. Commissioner Haj gave a brief introduction.

Vice-Chair Gust opened a Public Hearing for A26-2 ARD Properties 1<sup>st</sup> Addition, a request for Subdivision and Conditional Use Permit (CUP) to allow for crushing and stockpiling of sand, gravel or fill dirt, and any other materials at 1001 12<sup>th</sup> Ave NE (NW ¼ of Section 4, T139N, R49W). Subdivision would create 4 lots on 2 blocks. Vice-Chair Gust opened the floor for public comment. Two public comments were brought forth expressing concerns about possible impact on the neighboring businesses, increase of traffic, and increased presence of dust in the area. The applicant and engineer for the project also spoke, addressing some of these concerns and providing additional details of the operation.

Vice-Chair Gust closed the public hearing. Discussion held. Commissioner Forness motioned to approve the application with conditions listed in the staff report. Commissioner Ommen seconded. Roll call vote 7-0 in favor. Motion passed.

Vice-Chair Gust opened the floor for non-agenda items. Vice-Chair Gust requested some clarification about a situation with tax-incentives that recently came through the City of Fargo. Our economic development director will have more information.

Vice-Chair Gust asked for a motion to adjourn from the regular agenda. Commissioner Kopp moved to adjourn. Commissioner Schwan seconded. No opposition. Motion passed. Vice-Chair Gust adjourned from the regular agenda at 6:01pm

STAFF REPORT

A26-3		COMBINATION/RETRACEMENT PLAT	
Lenzmeier 5 <sup>th</sup> Addition			
1245 8th St W (Lots 6-8 Blk 1 of Lenzmeier's 3rd Addition)			
Owner: Living Hope Baptist Church		Staff Contact: Lisa Sankey	
Applicant: Tanner Olson			
Planning & Zoning Commission:		4/15/2026	
City Commission Final Plat Approval:			

**PURPOSE:**

Combine three existing platted lots into one.

**STATEMENTS OF FACT:**

Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Church
Current Zoning District(s):	R-1A: Single Family Detached Dwellings
Zoning Overlay District(s):	None
Proposed Lot size(s) or range:	71,706 ft <sup>2</sup>
Adjacent Zoning Districts:	North - R-1A: Single Family Detached Dwellings; South – R-1: One & Two Family Dwellings; East – P: Public Facilities; West – R-2: Limited Multiple Dwellings
Adjacent street(s):	8 <sup>th</sup> Street West (Collector); 13 <sup>th</sup> Avenue West (Collector)
Adjacent Bike/Pedestrian Facilities:	13 <sup>th</sup> Avenue West; 8 <sup>th</sup> Street West
Available Parks/Trail Facilities:	Elmwood Park
Land Dedication Requirements:	n/a

**DISCUSSION AND OBSERVATIONS:**

- The applicant is proposing to combine three previously subdivided lots.
- Property owners wishing to combine properties which have been previously platted for the purpose of building across lot lines and/or increasing lot area to address district requirements may submit a retracement plat provided the following conditions are met:
  1. No additional right-of-way is required or being established.
  2. There is no proposed or perceived need of public improvements as a result of the combining of platted lots.
  3. Lots to be combined are contiguous and under common ownership.
- The owner intends to continue to utilize the property for a church facility with eventual plans for an addition and parking lot expansion.
- The proposed retracement plat will not affect the property or use. The retracement plat will be given a subdivision name with a lot and block number, which will be of benefit to the City and Cass County for administration purposes.
- With retracement plats there are no street right-of-way dedication or park dedication requirements.

STAFF REPORT

- At the time of permitting for the future parking lot expansion, civil site plans will need to address stormwater and possible onsite retention needs.
- The Park District indicated they'd be interested in collaborating with the applicant in the future regarding drainage as there are issues to the east, west of the baseball field that is historically wet.
- A public hearing is not required, though the applicant must plat the property according to platting standards and the plat must be reviewed by the Planning and Zoning and City Commissions.

**NOTICES:**

Sent to: Applicable agencies and departments

Comments Received:

- None to date.

**CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:**

- The proposed application is consistent with the City plans and ordinances.

**RECOMMENDATIONS:**

It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances.

Attachments:

- Aerial map
- Zoning map
- Preliminary Plat
- Site Plan (for illustrative purposes)

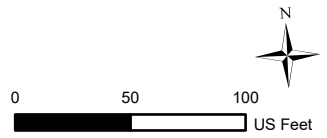


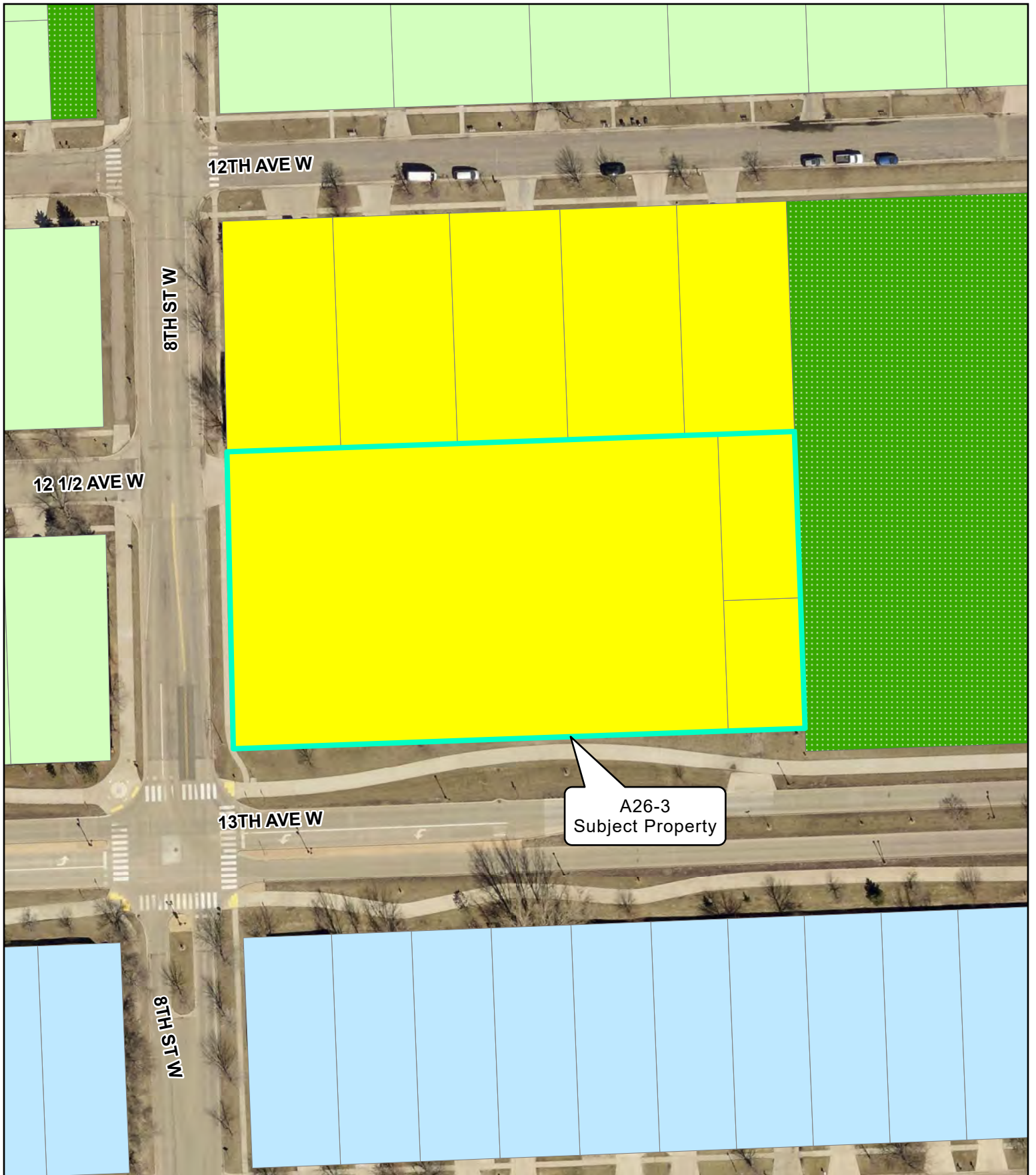
A26-3  
Subject  
Property



### Features

Agenda Zone  Lots





**West Fargo Zoning**

- A: Agricultural
- C: Light Commercial
- C-OP: Commercial Office Park
- DMU: Downtown Mixed Use
- EMU: Entertainment Mixed Use
- HC: Heavy Commercial

- LI: Light Industrial
- M: Heavy Industrial
- P: Public
- PUD: Planned Unit Development
- R-L1A: Large Lot Single Family Dwelling
- R-1A: Single Family Dwelling
- R-1: One and Two Family Dwelling

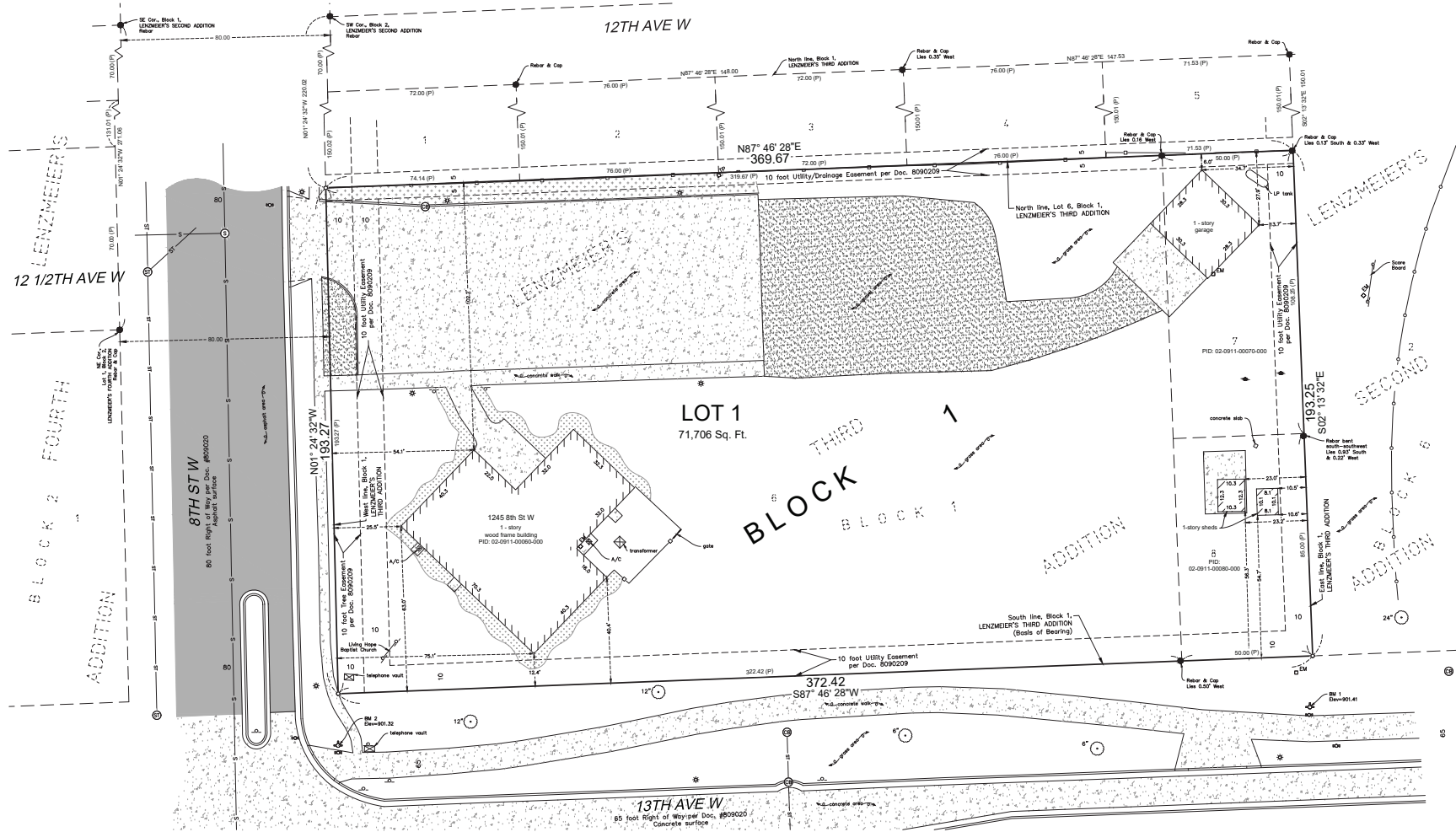
- R-1SM: Mixed One and Two Family Dwelling
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home Subdivision
- R-1E: Rural Estate
- R-R: Rural Residential

0
50
100

US Feet

# LIVING HOPE BAPTIST CHURCH ADDITION

A REPLAT OF LOTS 6, 7, AND 8, BLOCK 1, LENZMEIER'S THIRD ADDITION  
TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA



For the purposes of this survey, the south line of Block 1, LENZMEIER'S THIRD ADDITION is assumed to bear South 87° 46' 28" West based on City of Fargo GIS coordinate system

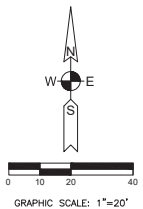
Distances shown hereon are ground distances in terms of U.S. Survey Feet.

The field work for this survey was completed on August 14, 2023.

PREPARED BY



PROJECT NO. 23.24166  
SHEET 2 OF 2 SHEET



## LEGEND

- MONUMENT FOUND
- MONUMENT SET, 5/8" REBAR, CAPPED "LS-4597"
- SUBJECT PROPERTY LINE
- - - SECTION/QUARTER LINE
- - - EXISTING PROPERTY LINE
- - - EASEMENT LINE
- - - DIMENSION LEADER LINE

## EXISTING PROPERTY DESCRIPTION

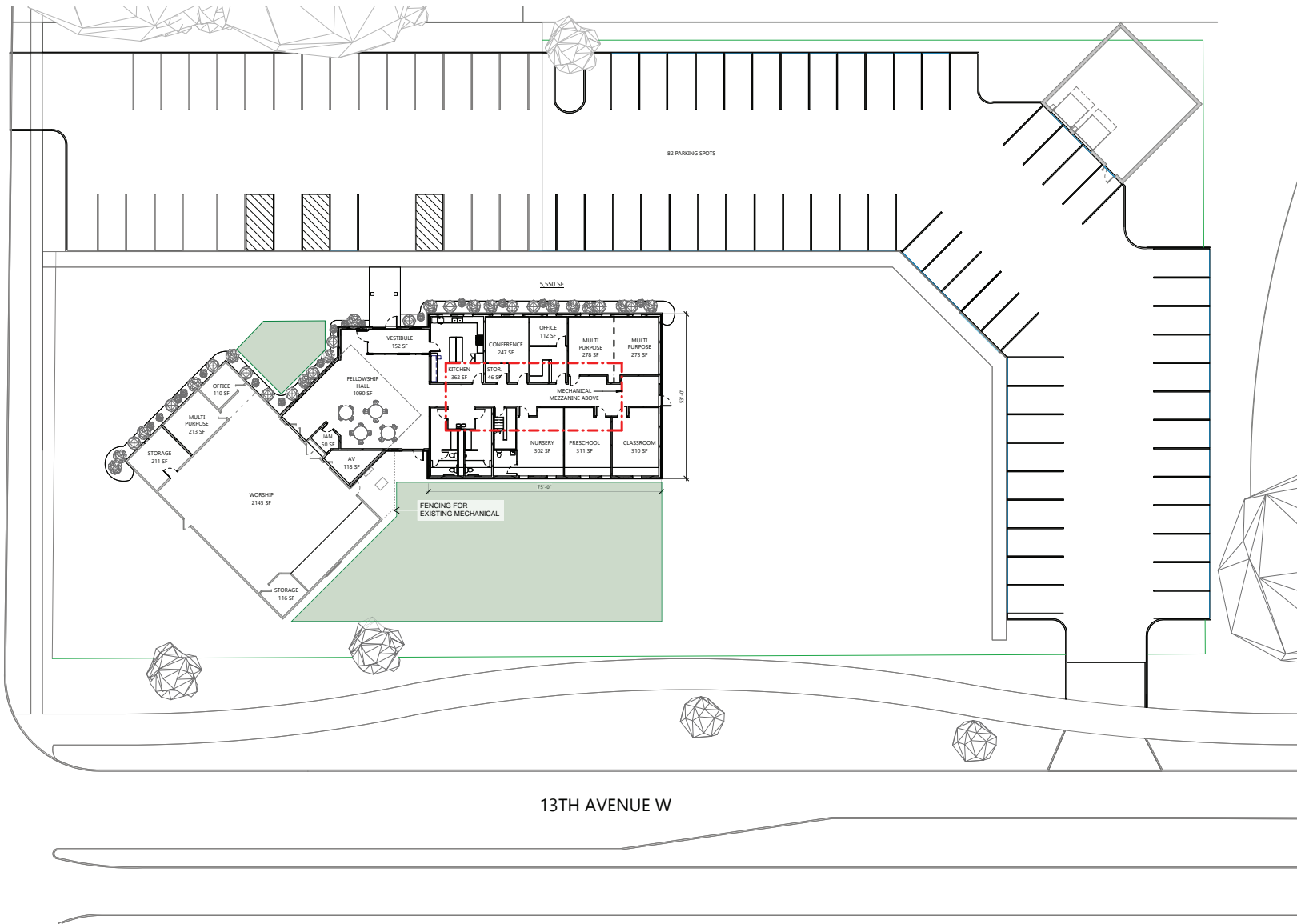
Lots 7, 8, and 9, Block 1, LENZMEIER'S THIRD ADDITION to the City of West Fargo, Cass County, North Dakota

## PROPOSED PROPERTY DESCRIPTION

Lot 1, Block 1, LIVING HOPE BAPTIST CHURCH ADDITION to the City of West Fargo, Cass County, North Dakota

PRELIMINARY

8TH STREET W



13TH AVENUE W

FIRST FLOOR PLAN









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## MEMORANDUM

**TO:** Planning & Zoning Commission  
**FROM:** Aaron Nelson, Planning Director *AN*  
**MEETING DATE:** April 15, 2026  
**SUBJECT:** Discussion on Proposed Zoning Ordinance Amendment Regarding Inert Landfills

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The West Fargo Public Works Department is proposing a zoning ordinance amendment for the purpose of allowing inert landfills as a conditional use within the P (Public Facilities) zoning district. At the April 15 meeting, Director of Public Works Services, Logan Jacobson, will provide an overview of the City's inert landfill needs in relation to the proposed text amendment.

As in recent years, the proposed amendments are being presented for introduction and discussion in advance of any request for action. This is a discussion item only and no action is requested.

### **Background**

The City's current zoning code prohibits all landfills within the corporate limits and restricts them to extraterritorial areas zoned M (Heavy Industrial). In addition, the code does not currently distinguish between an inert landfill (which accepts only nonputrescible materials such as concrete, cured asphalt, rock, bricks, uncontaminated soil, and yard trimmings) and a municipal solid waste landfill (which accepts household garbage, general trash, and other putrescible wastes). The proposed amendment would create this important distinction—it would continue to prohibit municipal solid waste landfills within the City while allowing City-owned inert landfills within City limits as a conditional use in the P (Public Facilities) zoning district.

### Attachments:

- Presentation slides
- Draft proposed amendments

# Landfill Ordinance Amendment

Logan Jacobson, Director of Public Works Services

# What is an Inert Landfill?

- What goes into an Inert Landfill?

- Demolition Material
- Tires
- Street Debris
- Concrete/Asphalt
- Bulky Furniture
- Branches/Wood
- Bricks

- How does West Fargo use an Inert Landfill?

- Branch collection stockpile
- Clean up week disposal
- Street Sweepings
- Dirt and Clay from Main Breaks
- Residential tire collection
- Transfer Station
- Regional Demolition/City Demo projects
- PW disposes of 2000 tons/year

# Where can an Inert Landfill be located?

## Key Restrictions:

1. Airport Proximity
2. Floodplains
3. Wetlands
4. Groundwater Protection
5. Surface Water
6. Soil & Geology
7. Seismic & Geotechnical
8. Proximity to Populations
9. Endangered Species
10. Access & Infrastructure

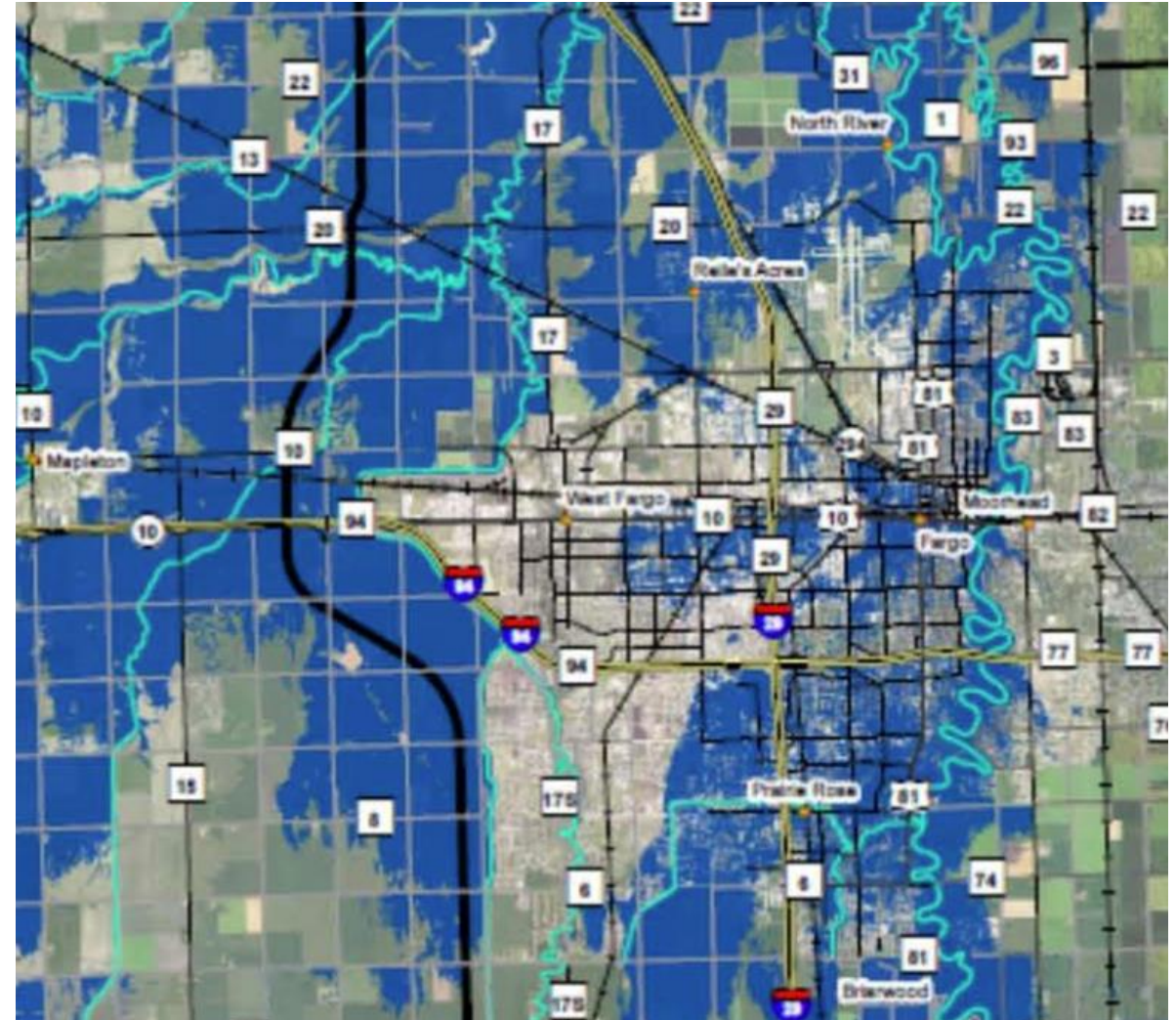
## Case Study:

### Fargo Landfill-

1. Type of Waste
  1. Does not accept large amounts of putrescible waste that attracts birds
2. Wildlife Hazard Assessment
  1. Daily cover, Bird control programs, stormwater management
3. FAA Coordination
  1. FAA Form 7460-1 FAA can approve exceptions
  2. FAA recommendations are guidance
4. Local Zoning & State Approval

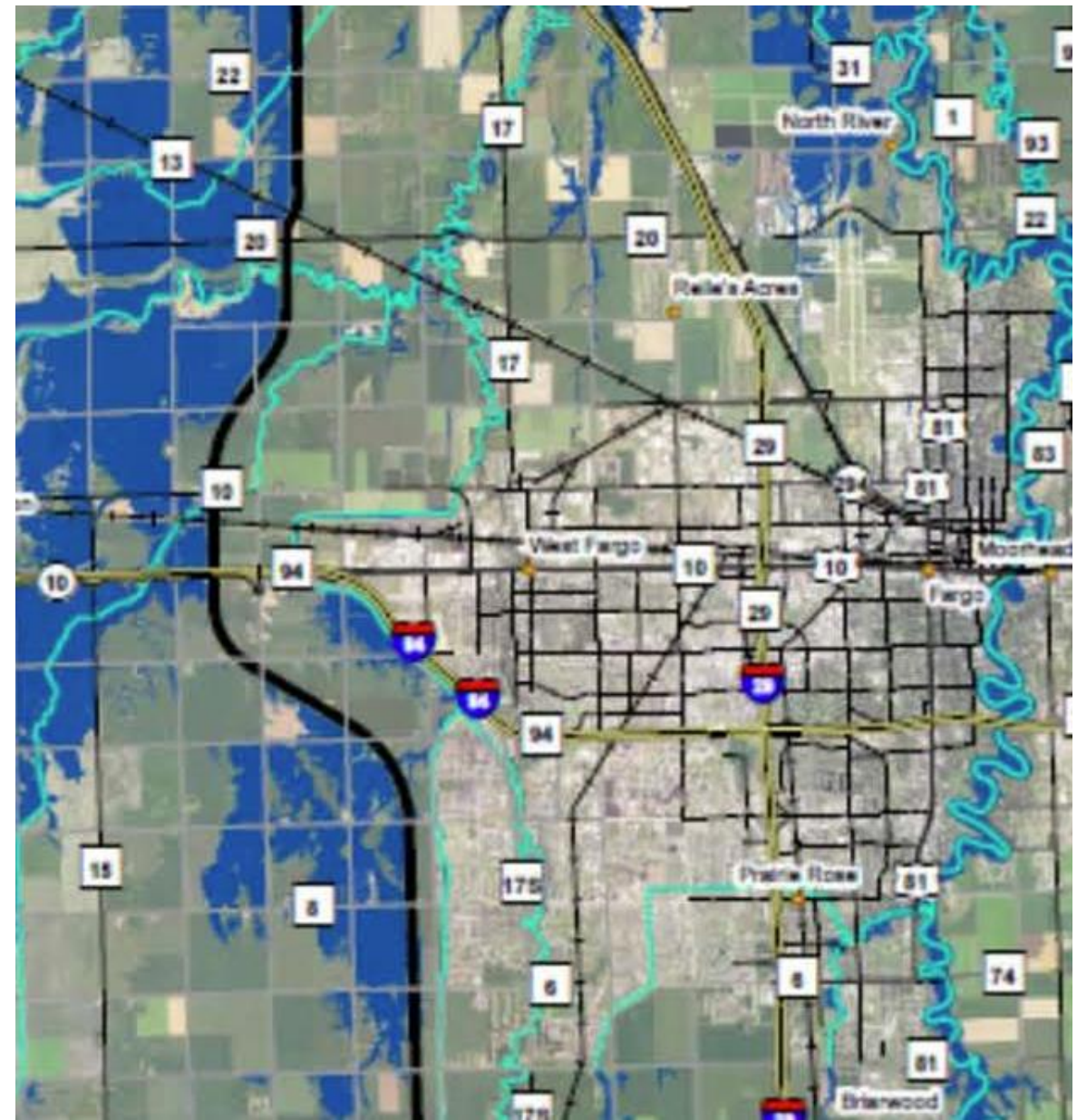
# 100 Year Flood Plain

- Before Red River Diversion
  - Current Status
- Surrounds West Fargo
- Includes all ET
- Landfills NOT allowed



# 100 Year Flood Plain

- After Red River Diversion
  - Future Status
- Landfills allowed
  - Inside Diversion
  - In most ET area





17th St NE

17th St NE

2

US 2 2

Gateway Dr

2

2

Gateway Dr

CALSPUR

2

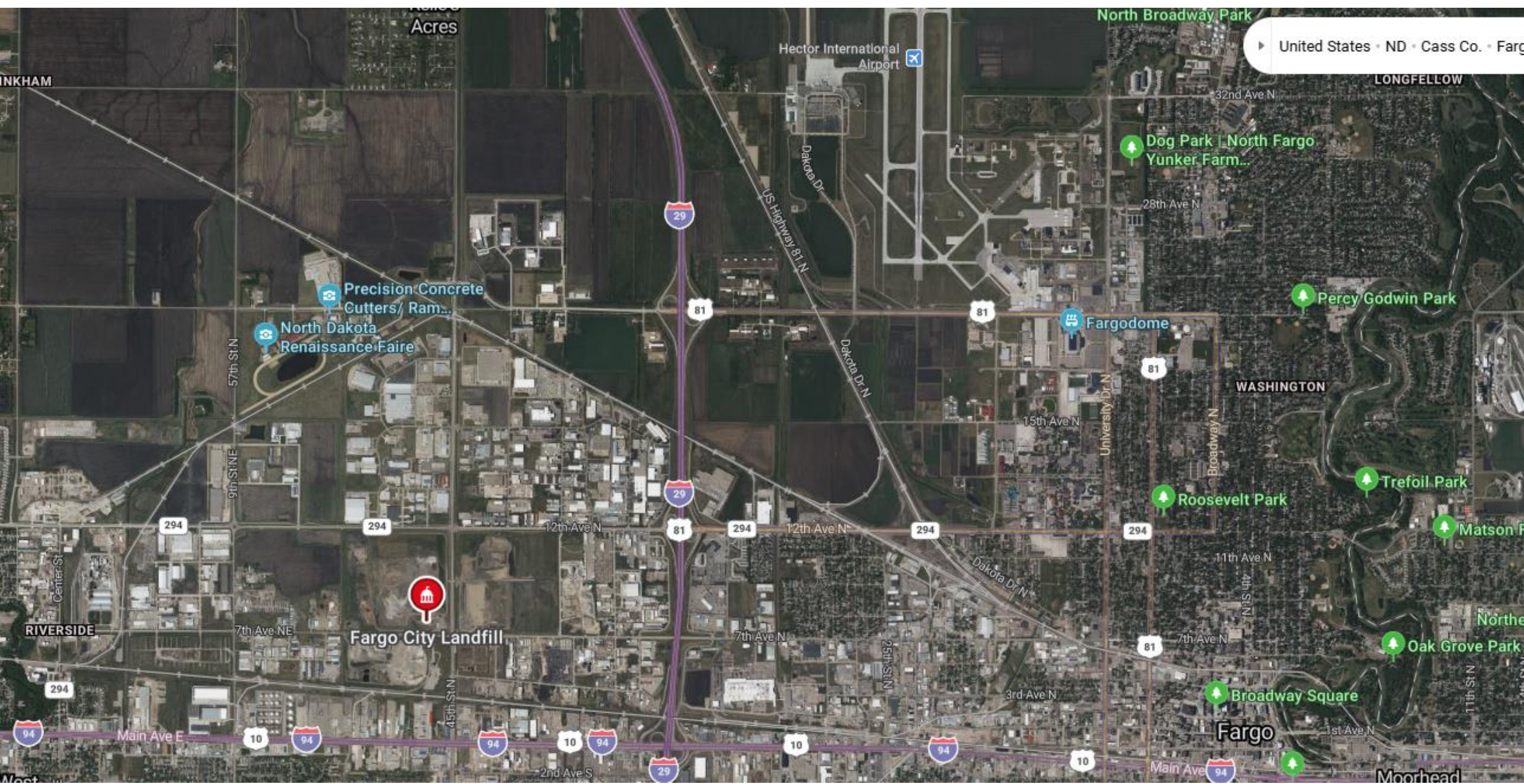
81

29

29

81

# Fargo landfill - Bing Maps



# How does this align?

- The proposed amendment seeks to modernize city ordinances to create a framework that balances flexibility with responsibility.
- Updating the ordinance will allow the City to pursue strategic opportunities—such as establishing a new inert landfill and transfer station in a decommissioned lagoon cell
- Hosting this amendment under a CUP preserves rigorous review processes and community health protections.
- Larger cities in ND do not prevent landfills within city limits, Fargo, Bismarck, Grand Forks while restrictive, are not banned.

# WHY Amend Ordinance Now?

- Timeline
  - Current Inert Landfill at capacity in 2032
  - Permitting an Inert Landfill takes 3-5 years
  - Regionally no other disposal locations available
- Growth Area Master Plan
  - Currently undergoing planning
  - Updating ordinances will enable proper zoning, permitting, and development of a new disposal site, ensuring compliance, efficiency, and continuity of public works services.

# Background

Why do we need a new inert landfill and when?



- Our Current Inert Landfill is located at 806 26 AVE W
- We currently have 5-7 years or space left at this location.
- We need to start looking at a new location since the permitting process with the state can take up to 5 years.
- We currently would not have enough space at our inert in the event of a natural disaster such as a tornado.
- Sending all our inert waste to Fargo is not an option.
- Possible revenue source.

# Cell 8 of the Lagoons

- This would be a close option to Public Works.
- We would not need to buy land
- There would be enough land here to move the transfer station here and sell the current site
- This site would have a life of at least 30 years.

11



# Summary

- Amending the ordinance allows the City to pursue strategic opportunities.
- Placing amendment under a CUP promotes operational resilience, long-term resiliency, and public works continuity without compromising transparency or public trust.

# QUESTIONS?

A CITY ON THE GROW



## CHAPTER 4-200.

### DEFINITIONS

LANDFILL: A site where solid waste, including garbage, junk, ~~building materials, demolition materials~~, trash, rubbish, or hazardous waste is placed in the ground for disposal or for fill purposes. A landfill shall not include an Inert Landfill (as separately defined herein) and shall not include dumping of materials covered by a permit under Chapter 15-0311 of the Revised Ordinances of 1990 of the City of West Fargo.

Source: Ord. 455, Sec. 1 (1993)

LANDFILL, INERT: A site for disposal of non-putrescible waste resulting from activities such as road building, construction, remodeling, repair, or demolition of structures that will not or are not likely to cause production of leachate of environmental concern. Such waste typically includes earth and earth-like products, concrete, cured asphalt, rock, bricks, yard trimmings, stumps, limbs, branches, leaves, and the like.

#### 4-433. "P" DISTRICT OR PUBLIC FACILITIES DISTRICT.

4-433.1. Statement of Intent. The P District is established to promote the development, maintenance, use and identification of land and structures owned by the City, West Fargo Park District or West Fargo School District.

#### 4-433.2. Permitted Uses.

1. City owned facilities, including city hall, libraries and other municipal buildings and open space (excluding Landfills and Inert Landfills).
2. Park District owned facilities, including parks, open space, golf courses, and other publicly owned athletic or recreational facilities.
3. School District owned facilities, including schools, and athletic fields or stadiums.
4. Essential services.
5. Accessory uses and activities customarily incidental to and found with the permitted uses set forth above.

#### 4-433.3. Conditionally Permitted Uses.

1. Off Site Signs. In granting such a conditional use the City may impose height and other size requirements, as well as other requirements deemed necessary by the

City to have such signs fit into the area in which they are proposed to be established.

2. City owned Inert Landfills.

DRAFT