



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

www.westfargond.gov

West Fargo Planning & Zoning Commission Agenda

Tuesday, May 12th, 2026 - 5:30 p.m.

- A. Call to Order
- B. Approval of Order of Agenda
- C. Approval of Minutes- April 15th, 2026
- D. Regular Agenda
 1. Public Hearing- A26-4 Grant 2nd Addition, a request for subdivision at 1131 Rachel Dr. (Lot 1, Block 1 Grant Addition and Lot 57, Block 1 The Wilds 11th Addition)- Sankey
 2. Public Hearing- A26-5 Sandhills 9th Addition, a request for subdivision and zoning change from Ag: Agricultural to LI: Light Industrial at 3001 Charyl/4th Ave NW and 376 30th St NW (Lot 1, Block 1 of Sandhills 8th Addition; part of Lot 1, Block 1 Sandhills Subdivision; and part of the SE $\frac{1}{4}$ of Sect.2, T139N, R50W)- Sankey
 3. Public Hearing- A26-6 Zoning Ordinance Amendment to Title IV regarding inert landfills- Sankey
 4. Request from Beyond Shelter Inc. to amend the City's General Plan for Urban Renewal and Urban Development- Nelson
- E. Non-Agenda Items
- F. Adjourn from Regular Agenda



West Fargo Planning & Zoning Commission Meeting Minutes
Wednesday, April 15th, 2026 - 5:30 p.m.

Members Present: Mike Thorstad, Kathi Schwan, Alyssa Ommen, Morgan Forness, Matt Kopp, Joseph Haj

Members Absent: Dave Gust, Chris Wehri

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

Minutes Submitted by: Breanna Siegler, Office Coordinator

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

Chair Thorstad asked for a motion to approve the meeting minutes from February 10, 2026. Commissioner Kopp moved and Commissioner Haj seconded a motion to approve the meeting minutes from February 10, 2026. No opposition. Motion passed.

Chair Thorstad introduced A26-3 Lenzmeier 3rd Addition, a request for a retracement plat at 1245 8th St W (Lots 6, 7, & 8, Block 1 Lenzmeier 3rd Addition). Commissioner Ommen motioned to approve the application. Commissioner Kopp seconded. Roll call vote 6-0 in favor. Motion passed.

Chair Thorstad opened the floor for non-agenda items. Director Nelson stated that a Growth Area Master Plan work session with the Planning & Zoning Commission and the Economic Development Advisory Committee will take place on Tuesday, April 28 at 4pm in the West Fargo Room at City Hall.

Chair Thorstad asked for a motion to adjourn from the regular agenda. Commissioner Forness moved to adjourn. Commissioner Schwan seconded. No opposition. Motion passed. Chair Thorstad adjourned from the regular agenda at 5:34pm.

Chair Thorstad opened the discussion agenda. Planning Director Nelson introduced Logan Jacobson, the Director of Public Works Services, to present information regarding inert landfills. Director Jacobson provided a presentation on the current ordinance limitations and explained why an amendment may be helpful. Discussion held with commissioners.

Chair Thorstad closed the discussion agenda.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A26-4		REPLAT	
Grant 2 nd Addition			
1131 Rachel Dr (Lot 1, Block 1 of Grant Addition & Lot 57, Block 1 of The Wilds 11th Addition)			
Owner: Rob Jordahl, J & O Real Estate, LLC		Staff Contact: Lisa Sankey	
Applicant: Jon Youness, EagleRidge Development			
Planning & Zoning Commission Public Hearing:		05-12-2026	
City Commission Final Plat Approval:			

PURPOSE:

Replat a lot for single family dwellings.

STATEMENTS OF FACT:

Land Use Classification:	G-2: Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	R-2: Limited Multiple Dwelling; P: Public Facilities
Zoning Overlay District(s):	N/A
Proposed Zoning District(s):	N/A
Proposed Lot size(s) or range:	1,985 to 19,984 square feet
Total area size:	6.67 Acres
Adjacent Zoning Districts:	North – R-1SM: Mixed One & Two Family Dwellings; R-2: Limited Multiple Dwellings South– R-1SM: Mixed One & Two Family Dwellings West – A: Agricultural (Horace/Sheyenne Diversion) East - R-1: One and Two Family Dwellings
Adjacent street(s):	Rachel Dr W (Local); existing access easement/driveway to 11 th St W (to be vacated)
Adjacent Bike/Pedestrian Facilities:	Sidewalks along Rachel Drive West
Available Parks/Trail Facilities:	Park within the Wilds development accessible by multi-use path and sidewalks
Land Dedication Requirements:	n/a

DISCUSSION AND OBSERVATIONS:

- In 2022, this property was platted and zoned for a future medium density/multiple family residential development.
- The applicant has submitted a request for a subdivision replat to develop single family dwellings.
- The preliminary plat shows 22 single family lots with right-of-way for Rachel Drive West.
- A P: Public Facilities zoned lot to the east in The Wilds 11th Addition is also included in the replat. This is a City owned lot, which was platted and paved to provide legal access to the original farmstead that predated the Grant 1st Addition. Because this access lot is no longer necessary due to the layout of the proposed subdivision, staff requested that this lot be replated into two lots as part of this subdivision. This will help facilitate potential future sale of this City-owned land.

STAFF REPORT

- A cash-in-lieu of land dedication was paid as part of the original Grant Addition, so land dedication is not required.
- The existing Grant 1st Addition subdivision agreement which provided details regarding the public access easements connecting Rachel Drive as well as the City owned lot, as well as information on stormwater, sewer and water services, etc., will need to be voided and replaced by new agreement

NOTICES:

Sent to:	Hearing notice published in official newspaper and information sent to applicable agencies and departments
----------	--

Comments Received:

- No comments received 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 replat on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. A signed subdivision improvement agreement is received prior to final plat approval.

Attachments:

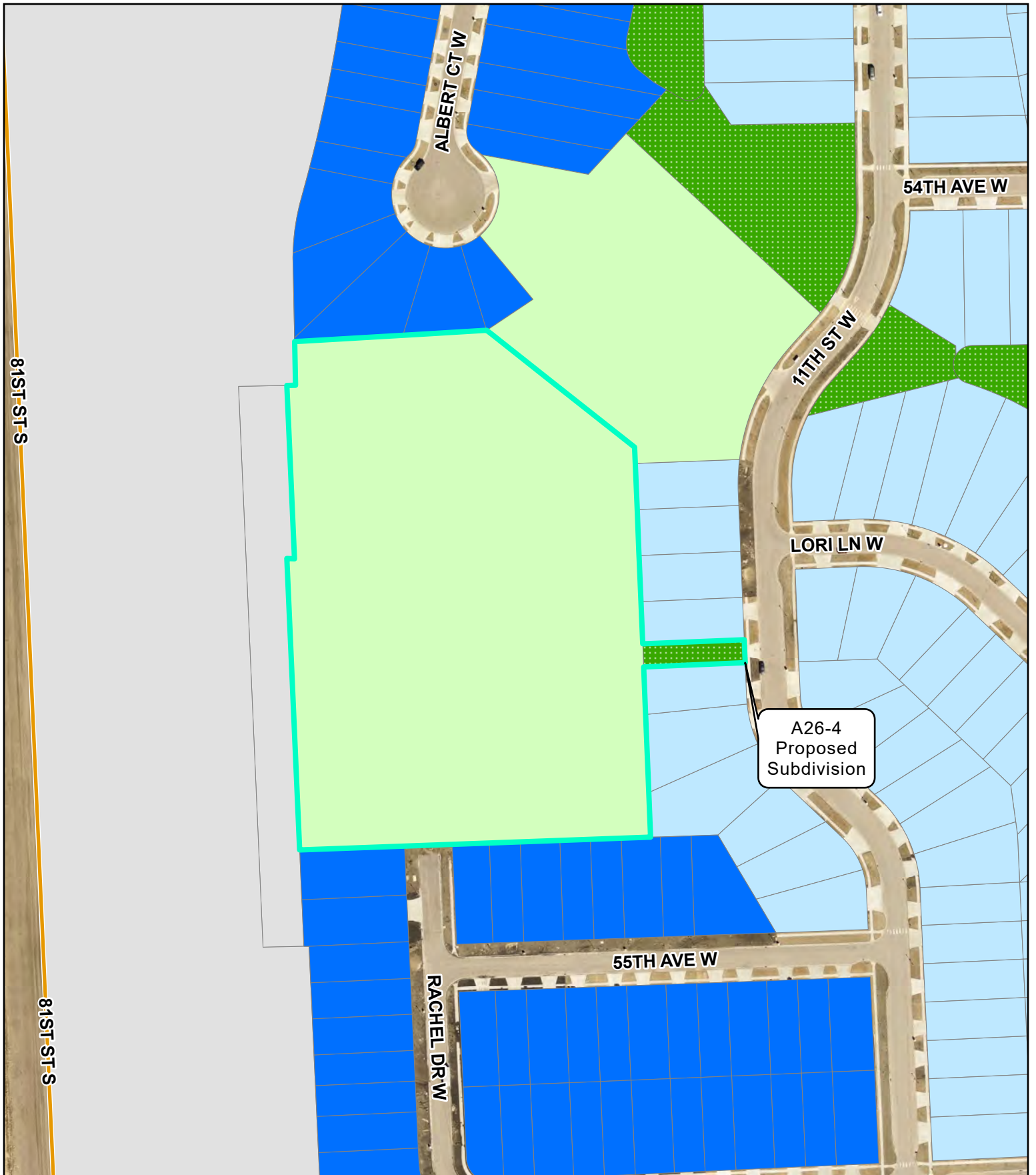
- Aerial map
- Zoning map
- Preliminary Plat
- Preliminary Plat with Aerial Photography



A26-4
Proposed
Subdivision

Features

- Agenda Zone
- City Limits
- 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

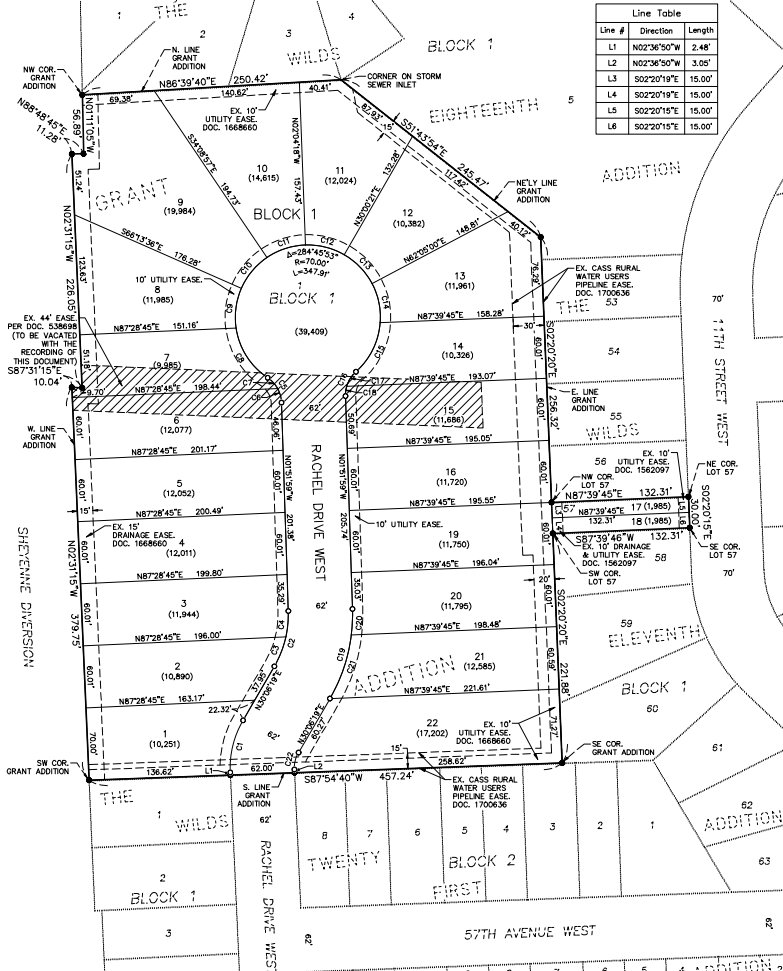
- R-1SM: Mixed One and Two Family Dwelling
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home Subdivision
- R-1E: Rural Estate
- R-R: Rural Residential

CITY OF WEST FARGO

0 100 200 US Feet

GRANT SECOND ADDITION

TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, GRANT ADDITION TO THE CITY OF WEST FARGO, AND A REPLAT OF LOT 57, BLOCK 1, THE WILDS ELEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA



CERTIFICATE

STEVEN W. HOLM, BEING DULY SWORN, DEPOSES AND SAYS THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "GRANT SECOND ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, GRANT ADDITION TO THE CITY OF WEST FARGO, AND A REPLAT OF LOT 57, BLOCK 1, THE WILDS ELEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE BOUNDARY SURVEY; THAT ALL DISTANCES ARE CORRECTLY SHOWN ON SAID PLAT; THAT MONUMENTS HAVE BEEN PLACED IN THE GROUND AS INDICATED FOR THE GUIDANCE OF FUTURE SURVEYS AND THAT SAID ADDITION IS DESCRIBED AS FOLLOWS, TO WIT:

LOT 1, BLOCK 1, GRANT ADDITION, TO THE CITY OF WEST FARGO, ACCORDING TO THE RECORDED PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF THE RECORDER, CASS COUNTY, NORTH DAKOTA.

AND

LOT 57, BLOCK 1, THE WILDS ELEVENTH ADDITION TO THE CITY OF WEST FARGO, ACCORDING TO THE RECORDED PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF SAID RECORDER.

SAID TRACT CONTAINS A COMBINED 6.87 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY.

PRELIMINARY

STEVEN W. HOLM
REGISTERED LAND SURVEYOR
REG. NO. LS-6571

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2026, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED STEVEN W. HOLM, REGISTERED LAND SURVEYOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

DEDICATION

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "GRANT SECOND ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, GRANT ADDITION TO THE CITY OF WEST FARGO, AND A REPLAT OF LOT 57, BLOCK 1, THE WILDS ELEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT WE HAVE CAUSED IT TO BE PLATTED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF STEVEN W. HOLM, REGISTERED LAND SURVEYOR, AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT. WE HEREBY DEDICATE THE UTILITY EASEMENT SHOWN ON SAID PLAT TO THE USE OF THE PUBLIC.

OWNER: LOTS 1-16 & 19-22: J & O REAL ESTATE, LLC

OWNER: LOTS 17-18: CITY OF WEST FARGO

ROBERT JORDAHL, PRESIDENT

BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION
DUSTIN T. SCOTT, CITY AUDITOR

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED ROBERT JORDAHL, PRESIDENT OF J & O REAL ESTATE, LLC, KNOWN TO ME TO BE THE PERSON THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF J & O REAL ESTATE, LLC.

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND DUSTIN T. SCOTT, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

MORTGAGEE: LOTS 1-16 & 19-22: WESTERN STATE BANK

WEST FARGO PLANNING COMMISSION APPROVAL
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 20____.

BRAD JACOBSON, PRESIDENT

MIKE THORSTAD, CHAIRMAN

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED BRAD JACOBSON, PRESIDENT OF WESTERN STATE BANK, KNOWN TO ME TO BE THE PERSON THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF WESTERN STATE BANK.

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED MIKE THORSTAD, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WEST FARGO PLANNING COMMISSION.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

CITY ENGINEER'S APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 20____.



JERROLD F. WALLACE, CITY ENGINEER

BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION

DUSTIN T. SCOTT, CITY AUDITOR

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JERROLD F. WALLACE, CITY ENGINEER, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS THE CITY ENGINEER.

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND DUSTIN T. SCOTT, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO CITY ATTORNEY APPROVAL

I HEREBY CERTIFY THAT PROPER EVIDENCE OF TITLE HAS BEEN EXAMINED BY ME AND I APPROVE THE PLAT AS TO FORM AND EXECUTION THIS _____ DAY OF _____, 20____.

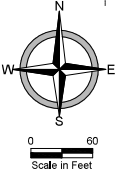
KATIE J. SCHMIDT, CITY ATTORNEY

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KATIE J. SCHMIDT, CITY ATTORNEY, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME AS THE CITY ATTORNEY.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA



- LEGEND**
- IRON MONUMENT FOUND
 - SET 5/8"X1/8" REBAR WITH YELLOW PLASTIC CAP #6571
 - L ARE LENGTH
 - R RADIUS LENGTH
 - A CENTRAL ANGLE
 - (134,298) LOT AREA IN SQUARE FEET
 - EASEMENT LINE
 - EXISTING EASEMENT TO BE VACATED WITH THE RECORDING OF THIS DOCUMENT
 - EXISTING LOT LINE
 - PLAT BOUNDARY LINE
 - LOT LINE

Scale in Feet

BASIS OF BEARINGS:
GRANT ADDITION ACCORDING TO THE RECORDED PLAT THEREOF.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A26-5 SUBDIVISION AND REZONING	
Sandhills 9 th Addition	
3001 Charyl/4 th Ave NW & 376 30 th St NW (part of Lot 1, Block 1 of Sandhills Subdivision, Lot 1, Block 1 Sandhills 8th Addition, and part of the SE¼ of Sect.2, T139N, R50W)	
Owner: Spaulding Stone & Sandhill Archers Inc. Applicant: Brian Reinarts, Moore Engineering	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	05/12/2026
City Commission Public Hearing & 1 st Reading:	
City Commission 2 nd Reading and Final Approval:	

PURPOSE:

Plat/replat and rezone property for future industrial development.

STATEMENTS OF FACT:

Land Use Classification:	G-2 Sub-Urban – Growth Sector
Existing Land Use:	Vacant; Archery Park (Outdoor Recreation)
Current Zoning District(s):	A: Agricultural & LI: Light Industrial
Zoning Overlay District(s):	None
Proposed Zoning District(s):	LI: Light Industrial; A: Agricultural
Proposed Lot size(s) or range:	94,920 to 740, 950 ft ² (2.18-17.01 Acres)
Total area size:	26.93 Acres
Adjacent Zoning Districts:	North – A: Agricultural; South – LI: Light Industrial East – LI: Light Industrial West – A: Agricultural
Adjacent street(s):	30 th Street NW (local); 4 th Avenue NW (local)
Adjacent Bike/Pedestrian Facilities:	None
Available Parks/Trail Facilities:	None
Land Dedication Requirements:	5% dedication required or fee-in-lieu

DISCUSSION AND OBSERVATIONS:

- The proposed subdivision includes the platting of unplatted property currently owned by Sandhills Archers and replatting of existing lots for future industrial development.
- The proposed subdivision would be rezoned from A (Agricultural) to LI (Light Industrial), except for proposed Lot 1, Block 1 which will remain Agricultural for the archery facility.
- Access to the proposed development and Sandhills Archery range would be via an extension of 4th Avenue NW.
- The applicant intends to construct a retention pond on the south side of proposed Lot 3 and potential shop condos to the north, and their manufacturing facility on Lot 2, Block 1. Proposed Lot 1 will remain an archery facility.

STAFF REPORT

- Information regarding the 4th Avenue NW extension with cul-de-sac, the retention pond and stormwater, easements, utility servicing and wetlands mitigation if necessary will be incorporated into the subdivision agreement prior to final plat approval.
- The City’s subdivision ordinance requires a 5% public land dedication for industrial developments. The Park District has indicated there is no need for land within the subject property and requests payment in-lieu of land dedication. Dedication would be based on the unplatted parcel. Public dedication requirements will be detailed within a public dedication agreement to accompany the final plat.

NOTICES:

Sent to:	Legal notices published in the Forum and notices sent to applicable agencies and departments. Notification letters mailed to owners of property within 150 feet.
----------	--

Comments Received in relation to revised preliminary plat:

- No comments to date.

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

- Overall, the proposed development is consistent with City plans and ordinances. However, of note is the potential lack of connectivity for this area and adjacent future growth areas. While the West Fargo 2.0 Comprehensive Plan emphasizes the importance of a connected street and transportation system, this area is bounded by the Sheyenne Diversion channel and the interstate highway, which present significant barriers to accessing the development from the north, west, or south.
- The proposed zoning is consistent with existing industrial zoning in the area, as well as past City land use plans that designated this area for future industrial development.

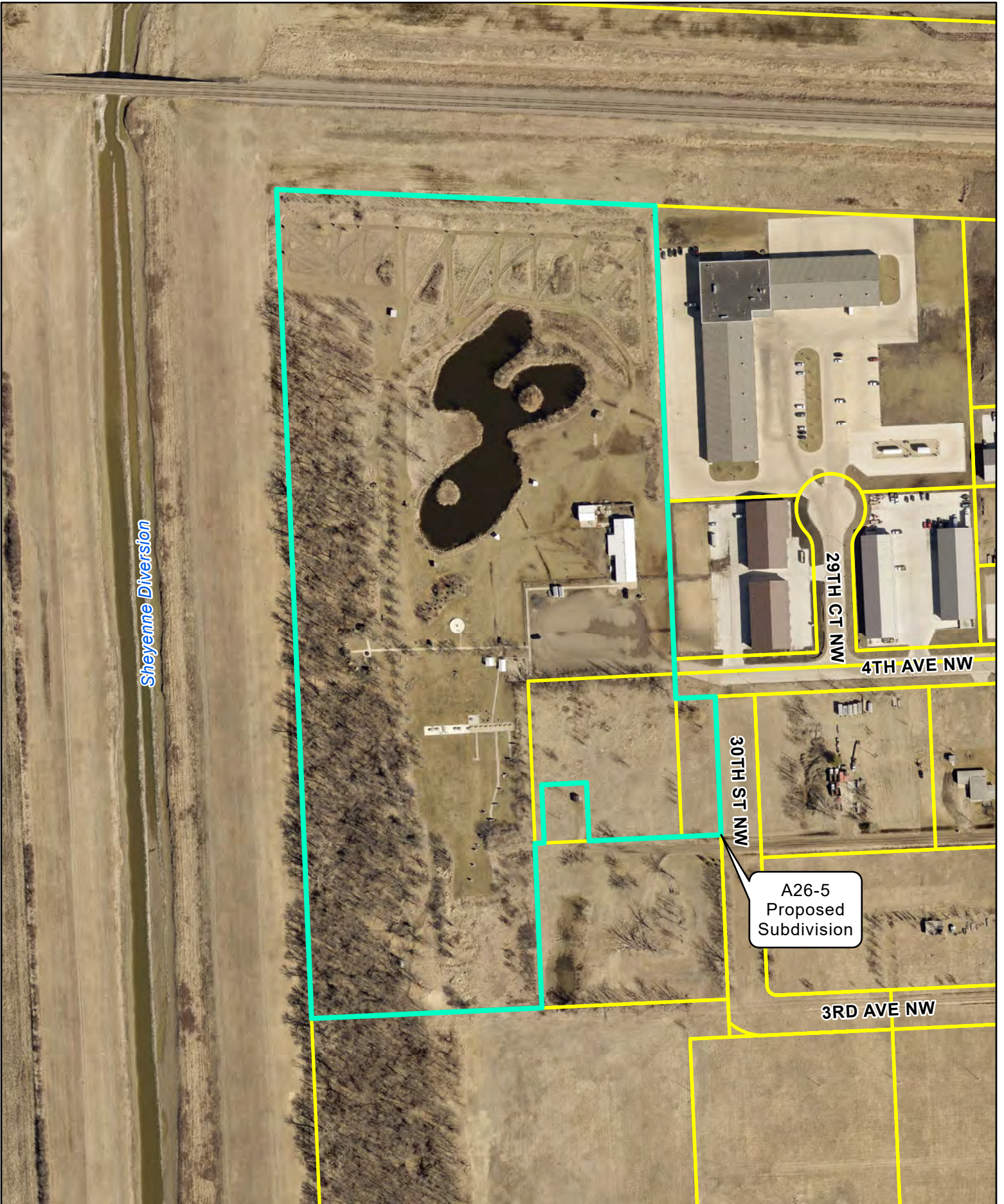
RECOMMENDATION:

It is recommended that the City approve the proposed subdivision and rezoning application on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. The applicant continues to work with staff as to the details of the public land dedication and that a signed Public Dedication Agreement and a signed Subdivision Development Agreement are submitted prior to final plat approval, outlining such details.

Attachments:

- Aerial map
- Zoning map
- Preliminary Plat
- Site Plan



Sheyenne Diversion

29TH CT NW

4TH AVE NW

30TH ST NW

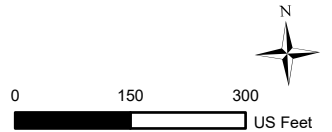
A26-5
Proposed
Subdivision

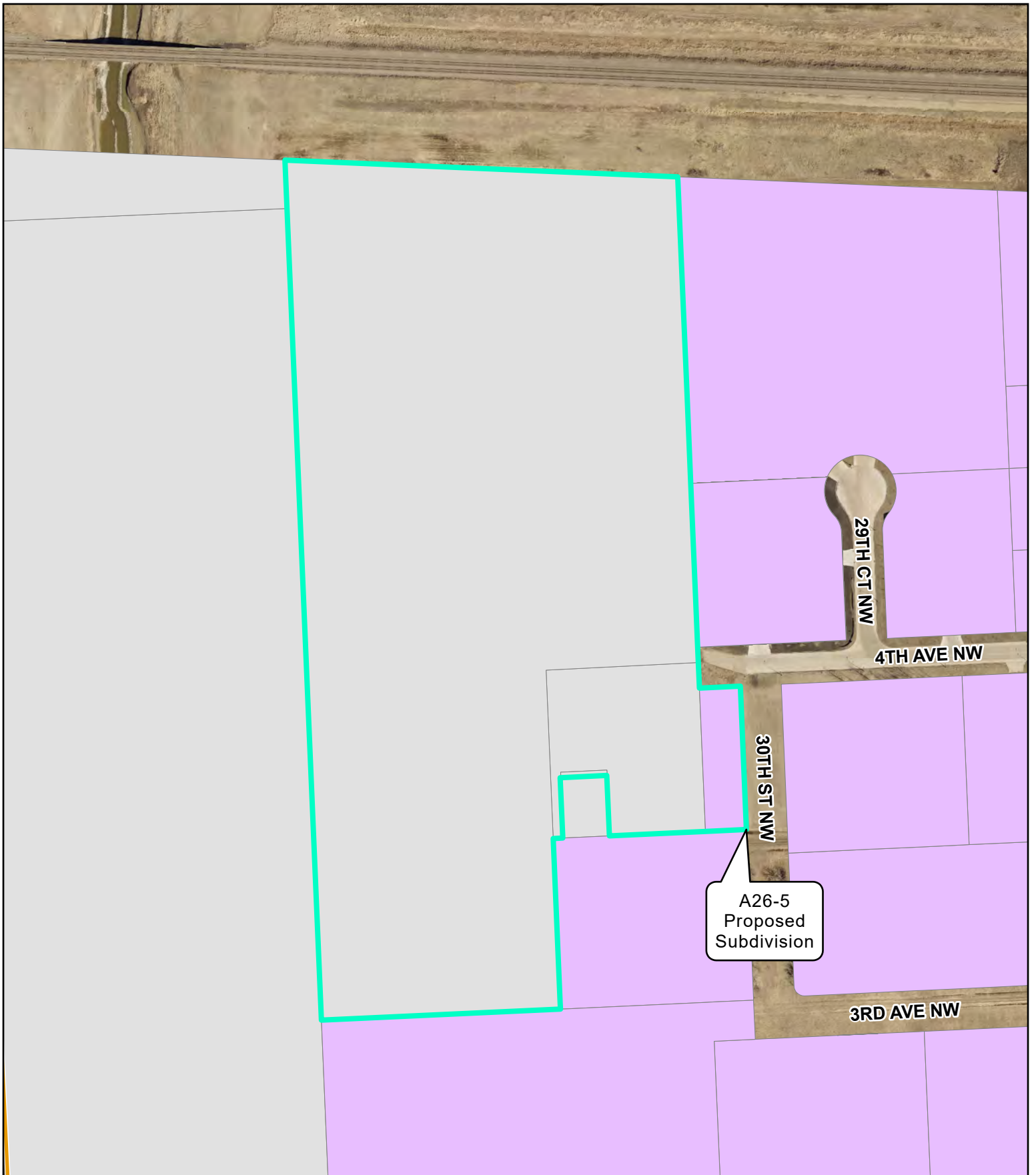
3RD AVE NW



Features

-  Agenda Zone
-  Lots






A26-5
Proposed
Subdivision


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

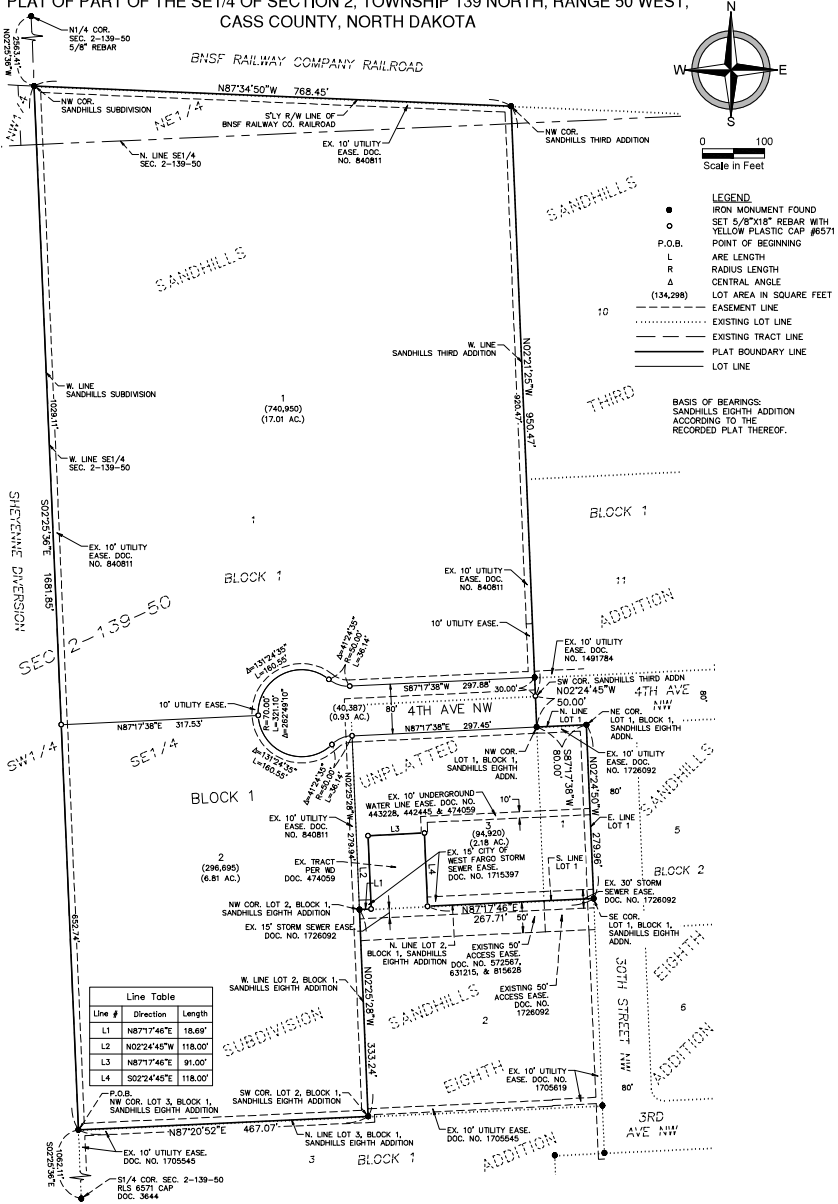
- R-1SM: Mixed One and Two Family Dwelling
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home Subdivision
- R-1E: Rural Estate
- R-R: Rural Residential





0
150
300
US Feet

PLAT OF SANDHILLS NINTH ADDITION
TO THE CITY OF WEST FARGO, A REPLAT OF PART OF LOT 1, BLOCK 1, SANDHILLS
SUBDIVISION, A REPLAT OF LOT 1, BLOCK 1, SANDHILLS EIGHTH ADDITION, AND A
PLAT OF PART OF THE SE1/4 OF SECTION 2, TOWNSHIP 139 NORTH, RANGE 50 WEST,
CASS COUNTY, NORTH DAKOTA



CERTIFICATE

STEVEN W. HOLM, BEING DULY SWORN, DEPOSES AND SAYS THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "SANDHILLS NINTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF PART OF LOT 1, BLOCK 1, SANDHILLS SUBDIVISION, A REPLAT OF LOT 1, BLOCK 1, SANDHILLS EIGHTH ADDITION, AND A PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 139 NORTH, RANGE 50 WEST, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE BOUNDARY SURVEY; THAT ALL DISTANCES ARE CORRECTLY SHOWN ON SAID PLAT; THAT MONUMENTS HAVE BEEN PLACED IN THE GROUND AS INDICATED FOR THE GUIDANCE OF FUTURE SURVEYS AND THAT SAID ADDITION IS DESCRIBED AS FOLLOWS, TO WIT:

THAT PART OF LOT 1, BLOCK 1, SANDHILLS SUBDIVISION, ACCORDING TO THE RECORDED PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF THE RECORDER, CASS COUNTY, NORTH DAKOTA, ALL OF LOT 1, BLOCK 1, SANDHILLS EIGHTH ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF SAID RECORDER, AND THAT PART OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 139 NORTH, RANGE 50 WEST OF THE FIFTH PRINCIPAL MERIDIAN, SAID COUNTY AND STATE, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF LOT 3, BLOCK 1, SAID SANDHILLS EIGHTH ADDITION; THENCE NORTH 87 DEGREES 20 MINUTES 52 SECONDS EAST ON A RECORD BEARING ALONG THE NORTH LINE OF SAID LOT 3 FOR A DISTANCE OF 467.07 FEET TO THE SOUTHWEST CORNER OF LOT 2, BLOCK 1, SAID SANDHILLS EIGHTH ADDITION; THENCE NORTH 02 DEGREES 25 MINUTES 28 SECONDS WEST ALONG THE WEST LINE OF SAID LOT 2 FOR A DISTANCE OF 333.24 FEET TO THE NORTHWEST CORNER OF SAID LOT 2; THENCE NORTH 87 DEGREES 17 MINUTES 46 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 2 FOR A DISTANCE OF 18.68 FEET TO THE SOUTHWEST CORNER OF A CERTAIN TRACT OF LAND AS DESCRIBED IN WARRANTY DEED DOCUMENT NO. 474069, RECORDED SEPTEMBER 21, 1973, ON FILE AND OF RECORD IN THE OFFICE OF SAID RECORDER; THENCE NORTH 02 DEGREES 24 MINUTES 45 SECONDS WEST ALONG THE WEST LINE OF SAID TRACT OF LAND FOR A DISTANCE OF 118.00 FEET TO THE NORTHWEST CORNER OF SAID TRACT OF LAND; THENCE NORTH 87 DEGREES 17 MINUTES 46 SECONDS EAST ALONG THE NORTH LINE OF SAID TRACT OF LAND FOR A DISTANCE OF 91.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND; THENCE SOUTH 02 DEGREES 24 MINUTES 45 SECONDS EAST ALONG THE EAST LINE OF SAID TRACT OF LAND FOR A DISTANCE OF 118.00 FEET TO THE NORTH LINE OF SAID LOT 2; THENCE NORTH 87 DEGREES 17 MINUTES 46 SECONDS EAST ALONG THE NORTH LINE OF SAID LOT 2 FOR A DISTANCE OF 267.71 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK 1, SAID SANDHILLS EIGHTH ADDITION; THENCE NORTH 02 DEGREES 24 MINUTES 50 SECONDS WEST ALONG THE WEST LINE OF SAID LOT 1 FOR A DISTANCE OF 80.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE NORTH 02 DEGREES 24 MINUTES 45 SECONDS WEST ALONG THE NORTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 1 FOR A DISTANCE OF 50.00 FEET TO THE SOUTHWEST CORNER OF SANDHILLS THIRD ADDITION, ACCORDING TO THE RECORDED PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF SAID RECORDER; THENCE NORTH 02 DEGREES 21 MINUTES 25 SECONDS WEST ALONG THE WEST LINE OF SAID SANDHILLS THIRD ADDITION FOR A DISTANCE OF 850.47 FEET TO THE NORTHWEST CORNER OF SAID SANDHILLS THIRD ADDITION; THENCE NORTH 87 DEGREES 34 MINUTES 50 SECONDS WEST ALONG THE SOUTHERLY RIGHT OF WAY LINE OF THE BNSF RAILWAY COMPANY'S RAILROAD FOR A DISTANCE OF 768.45 FEET TO THE NORTHWEST CORNER OF SAID SANDHILLS SUBDIVISION, SAID CORNER ALSO BEING ON THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 2; THENCE SOUTH 02 DEGREES 25 MINUTES 36 SECONDS EAST ALONG THE WEST LINE OF SAID SANDHILLS SUBDIVISION ALSO BEING THE WEST LINE OF SAID SOUTHWEST QUARTER FOR A DISTANCE OF 1681.85 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 26.93 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY.

STEVEN W. HOLM
 REGISTERED LAND SURVEYOR
 REG. NO. LS-6571
 STATE OF NORTH DAKOTA
 COUNTY OF CASS

ON THIS _____ DAY OF _____, 2024, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED STEVEN W. HOLM, REGISTERED LAND SURVEYOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

DEDICATION

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "SANDHILLS NINTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF PART OF LOT 1, BLOCK 1, SANDHILLS SUBDIVISION, A REPLAT OF LOT 1, BLOCK 1, SANDHILLS EIGHTH ADDITION, AND A PLAT OF PART OF THE SOUTHWEST QUARTER OF SECTION 2, TOWNSHIP 139 NORTH, RANGE 50 WEST, CASS COUNTY, NORTH DAKOTA, THAT WE HAVE CAUSED IT TO BE PLATED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF STEVEN W. HOLM, REGISTERED LAND SURVEYOR, AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT. WE HEREBY DEDICATE ALL STREETS AND UTILITY EASEMENTS SHOWN ON SAID PLAT TO THE USE OF THE PUBLIC.

OWNER: LOTS 1 & 2: SANDHILLS ARCHERS INC.

OWNER: LOT 3: SPAULDING HOLDINGS 2 LLC

NAME: _____
 TITLE: _____

NAME: _____
 TITLE: _____

STATE OF NORTH DAKOTA
 COUNTY OF CASS

STATE OF NORTH DAKOTA
 COUNTY OF CASS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED THE SAME IN THE NAME OF SANDHILLS ARCHERS, INC.

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE EXECUTED THE SAME IN THE NAME OF SPAULDING HOLDINGS 2 LLC.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO PLANNING COMMISSION APPROVAL
 THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 20____.

WEST FARGO CITY COMMISSION APPROVAL
 THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 20____.

MIKE THORSTAD, CHAIRMAN
 STATE OF NORTH DAKOTA
 COUNTY OF CASS

BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION
 DUSTIN T. SCOTT, CITY AUDITOR
 STATE OF NORTH DAKOTA
 COUNTY OF CASS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED MIKE THORSTAD, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WEST FARGO PLANNING COMMISSION.

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BERNIE L. DARDIS, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND DUSTIN T. SCOTT, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

CITY ENGINEER'S APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 20____.



JERROLD F. WALLACE, CITY ENGINEER
 STATE OF NORTH DAKOTA
 COUNTY OF CASS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JERROLD F. WALLACE, CITY ENGINEER, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS THE CITY ENGINEER.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO CITY ATTORNEY APPROVAL

I HEREBY CERTIFY THAT PROPER EVIDENCE OF TITLE HAS BEEN EXAMINED BY ME AND I APPROVE THE PLAT AS TO FORM AND EXECUTION THIS _____ DAY OF _____, 20____.

KATIE J. SCHMIDT, CITY ATTORNEY
 STATE OF NORTH DAKOTA
 COUNTY OF CASS

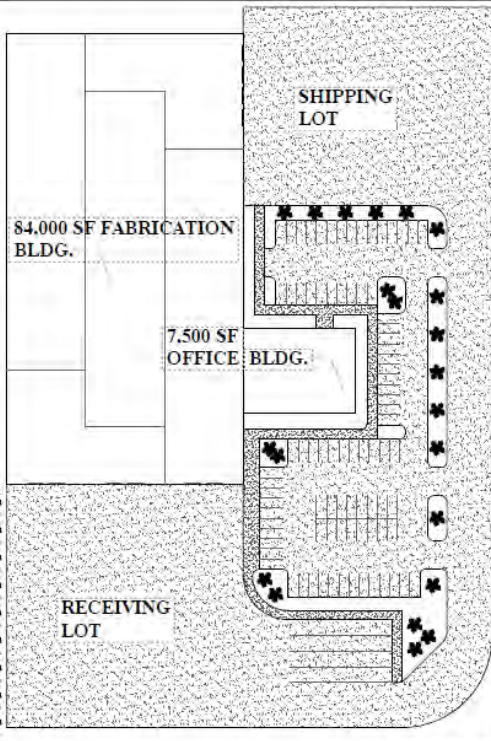
ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KATIE J. SCHMIDT, CITY ATTORNEY, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME AS THE CITY ATTORNEY.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA



SHEET 1 OF 1
 PROJ. NO. 30803

02-1775-00010-000
(SANDHILLS ARCHERS INC)



Retention Pond

02-1782-00020-000
(RJR LLC)

02-1782-00030-000
(OCHO INDY LLC)

STAFF REPORT

A26-6 ZONING ORDINANCE AMENDMENTS	
Zoning Ordinance Amendment to Title IV of the City Ordinances (Zoning Regulations)	
Applicant: City of West Fargo	Staff Contact: Lisa Sankey
Planning and Zoning Commission Introduction	04/15/2026 (Discussion Only)
Planning and Zoning Commission Public Hearing:	05/12/2026
City Commission Public Hearing & 1 st Reading:	
City Commission 2 nd Reading:	

PURPOSE:

The purpose of the proposed amendment is to allow inert landfills as a conditionally permitted use in the P: Public Facilities District.

DISCUSSION AND OBSERVATIONS:

- The City of West Fargo’s Director of Public Works Services provided a presentation at the April meeting regarding the City’s future needs for a new inert landfill, the current ordinance limitations and explained why an amendment may be helpful. The current inert landfill will be at capacity by 2032 and permitting an inert landfill may take three to five years. The presentation materials are attached to this staff report for informational purposes.
- 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 non-putrescible 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 a definition of an inert landfill and 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
- Specific text amendments are attached to this staff report.

NOTICES:

Sent to: Notice in the newspaper and to City Departments.

Comments Received:

- None to date.

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

- The proposed amendments do not make major substantive changes to the existing ordinances and are consistent with the Comprehensive Plan.

RECOMMENDATION:

It is recommended that the City approve the proposed amendments on the basis that they are consistent with City plans and ordinances

STAFF REPORT

Attachments:

- Presentation Slides from Director of Public Works Services
- Proposed Text Amendment regarding inert landfills.

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

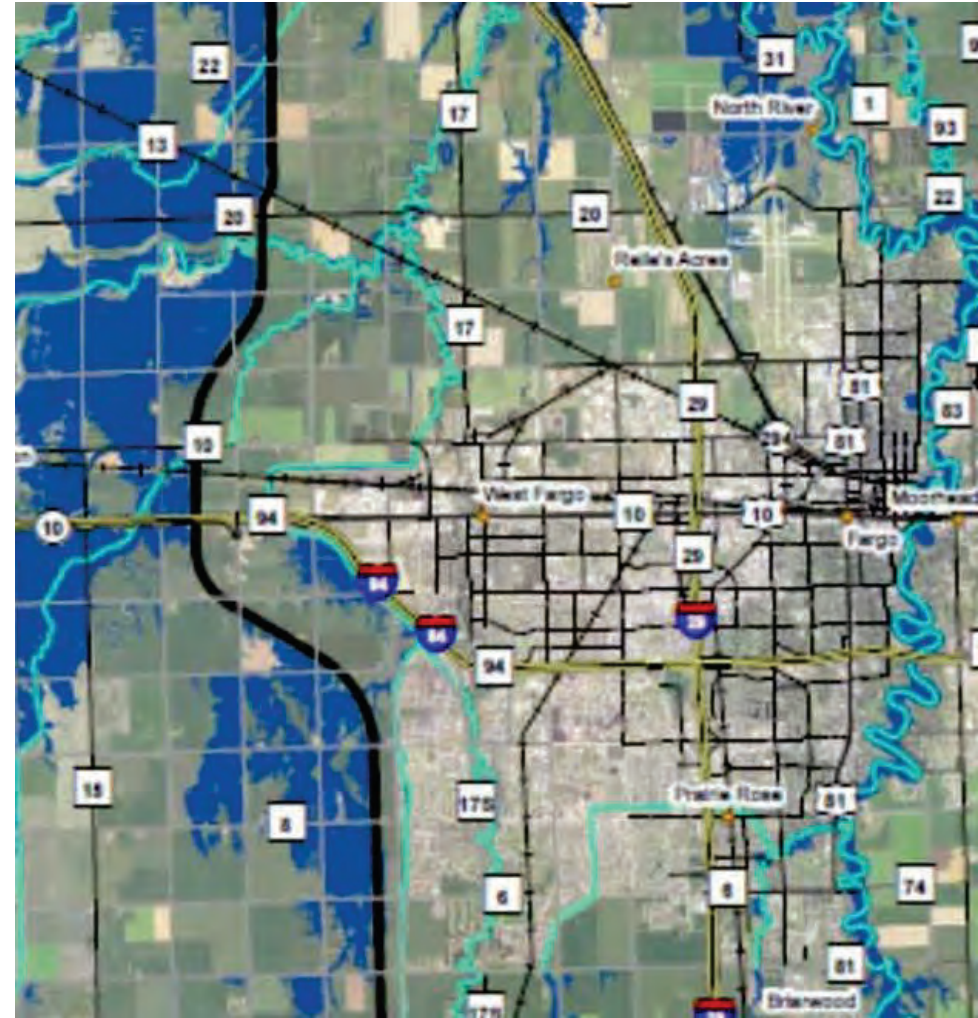
100 Year Flood Plain

- 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

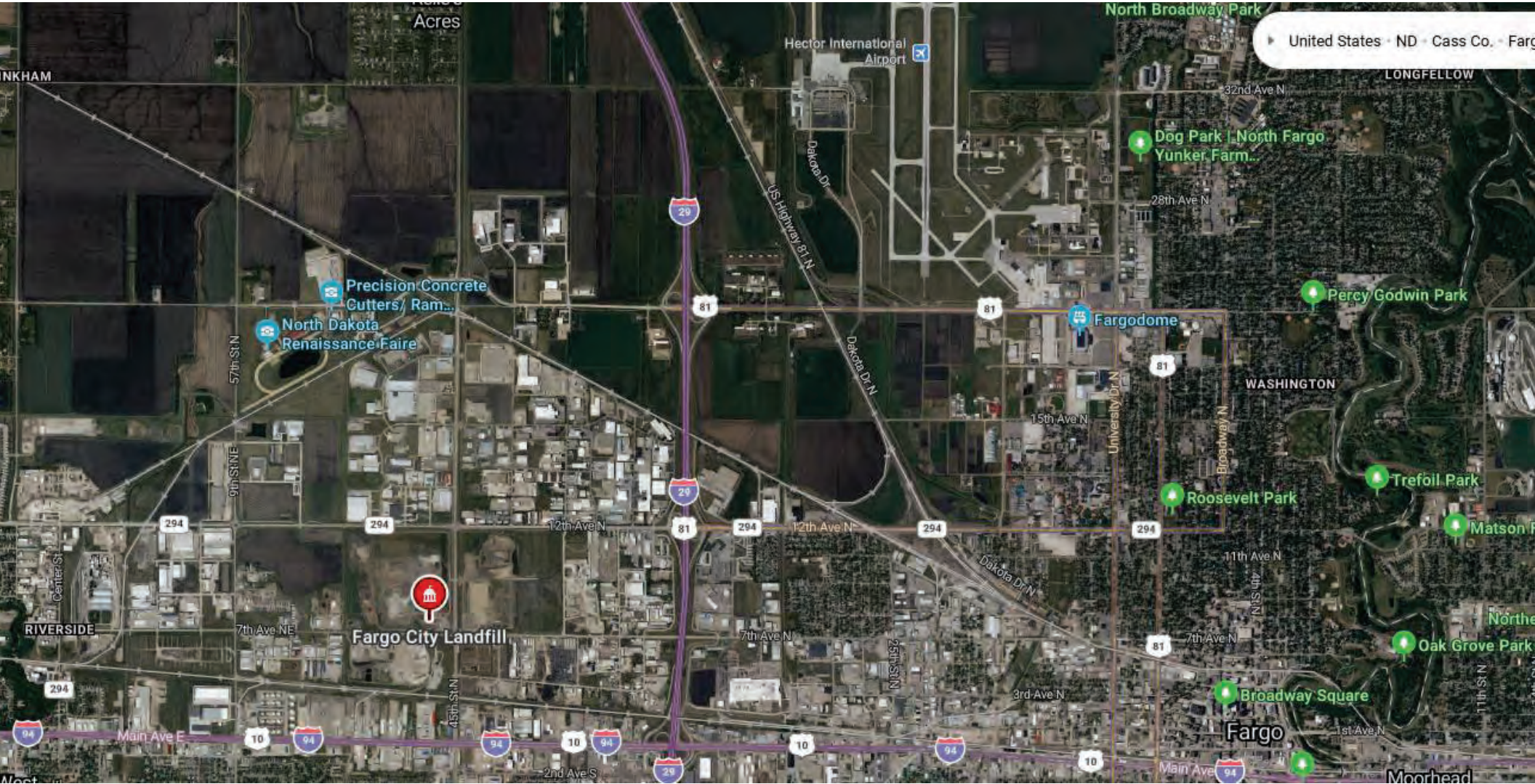


Grand Forks Landfill - Bing Maps

United States · ND · Grand Forks Co. · Grand Forks



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?



Current Inert Landfill

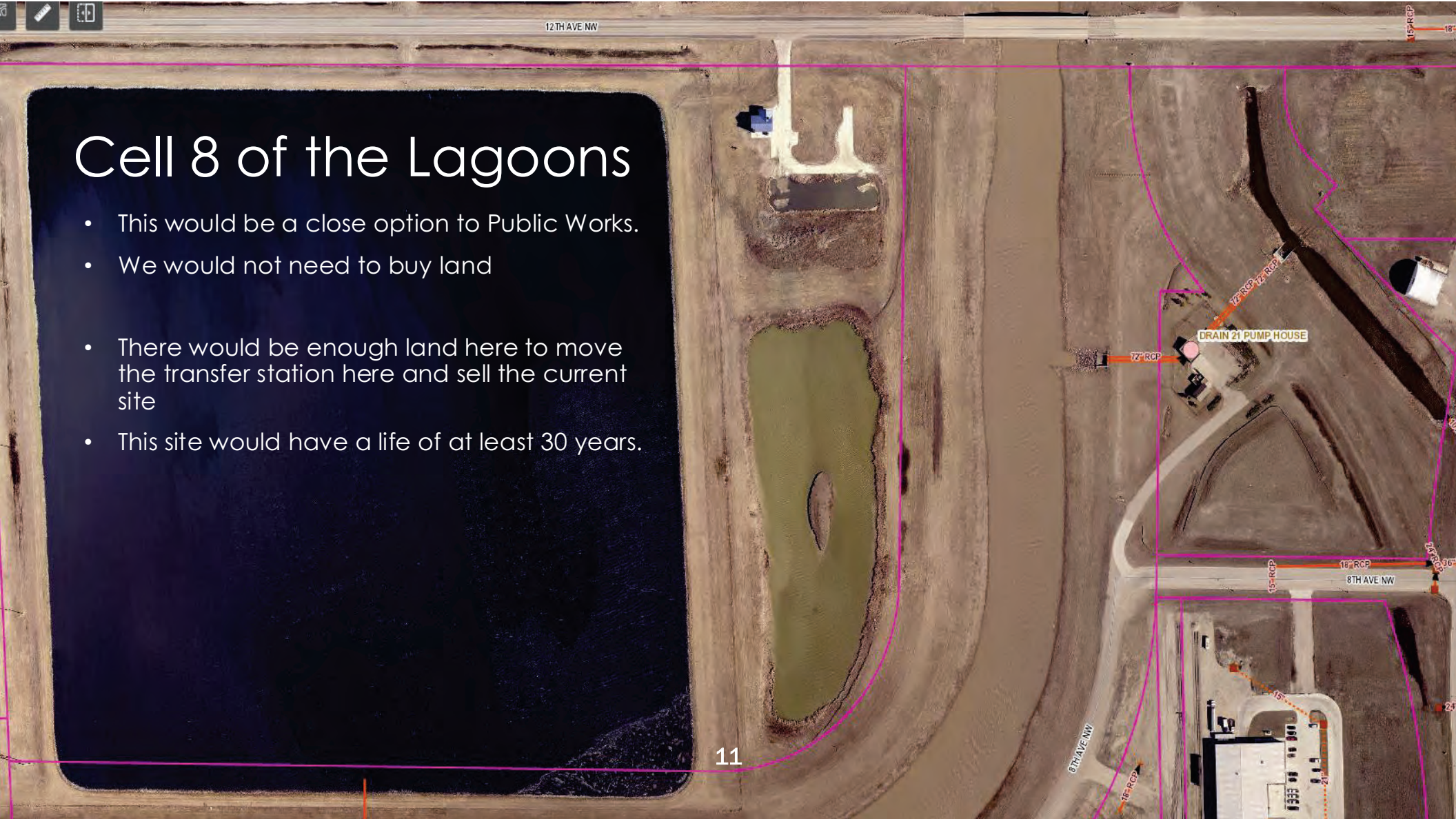
Cell 8

- 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 in 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.

ORDINANCE NO. 1279

AN ORDINANCE TO AMEND AND REENACT CHAPTER 4-200 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO AMENDMENT OF THE DEFINITION OF “LANDFILL” AND THE CREATION OF THE DEFINITION OF “LANDFILL, INERT” AND TO AMEND SECTION 4-333 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO LANDFILLS/INERT LANDFILLS IN THE “P” DISTRICT OR PUBLIC FACILITIES DISTRICT.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF WEST FARGO, NORTH DAKOTA:

SECTION 1. Chapter 4-200 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted by amending definitions of “Landfill” and “Landfill, Inert.” All other definitions remain unchanged.

LANDFILL: A site where solid waste, including garbage, junk, ~~building materials, demolition materials,~~ trash, rubbish, ~~or hazardous waste, and other discarded material,~~ 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.

LANDFILL, INERT: A site for disposal of non-putrescible solid waste that will not generally contaminate water or form a contaminated leachate. Such inert waste typically includes, but is not limited to, earth and earth-like products; construction and demolition material such as metal, wood, bricks, masonry, and cement concrete; asphalt concrete; cured asphalt; rock; yard trimmings; stumps; tree limbs; branches; leaves; and the like.

SECTION 2. Section 4-433 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

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.

4-433.4. YARD REQUIREMENTS. None, except if the property abuts another zoning district, buildings and other structures must be set back at a minimum the same distance as is required in the abutting district.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

 President of Board of City Commissioners
 of the City of West Fargo, North Dakota

ATTEST:

 City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

MEMORANDUM

TO: Planning & Zoning Commission

FROM: Aaron Nelson, Planning Director *AN*

MEETING DATE: May 12, 2026

SUBJECT: Request from Beyond Shelter Inc. to amend the City's General Plan for Urban Renewal and Urban Development

Beyond Shelter Inc., in partnership with the Housing Authority of Cass County, requests that the City update its General Plan for Urban Renewal and Urban Development to include additional content relating to the City's housing policies as identified within the Comprehensive Plan—West Fargo 2.0. Staff is supportive of this request as the proposed amendment will strengthen the City's ability (and that of its nonprofit housing partners) to compete successfully for State and federal housing resources, including grants and tax credit programs. At the May 12 meeting, a representative from Beyond Shelter Inc. will provide additional information regarding this request and answer questions.

The requested action is for the Planning & Zoning Commission to recommend, and the City Commission to direct, staff to prepare an amendment to the General Plan for Urban Renewal and Urban Development that incorporates a housing section, and to bring the amended General Plan back for consideration of approval.

Additional Background Information

The primary purpose of the General Plan for Urban Renewal and Urban Development is to comply with North Dakota's urban renewal laws, especially as it relates to the City's ability to utilize the Tax Increment Financing tool. The proposed amendment would not change the existing content of the General Plan but would instead expand the scope of the document to summarize housing-related goals and policies of the West Fargo 2.0 Comprehensive Plan. The amendment could also potentially incorporate findings and recommendations from related studies, such as Metro COG's FM Regional Housing Needs Analysis & Strategies study.

Attachments:

- Request letter from Beyond Shelter Inc.
- General Plan for Urban Renewal and Urban Development

Christopher Miller
Beyond Shelter, Inc.
1393 25th Avenue S.
Fargo, ND 58103

May 6, 2026

City of West Fargo
Planning & Zoning Department
2515 6th Street E
West Fargo, ND 58078

Dear Board of City Commissioners and Planning & Zoning Commission,

Beyond Shelter, Inc. with the Housing Authority of Cass County would like to request the City of West Fargo amend its General Plan for Urban Renewal & Urban Development. This request is intended to strengthen implementation of the City's housing goals expressed within the Comprehensive Plan, expand housing flexibility, and improve alignment with current housing needs and market conditions.

We would ask that the amendment identify corridor areas of West Fargo that allows the integration of affordable multi-family/senior developments to reduce the concentration of low-income areas. This would bring private investment utilizing Low Income Housing Tax Credits to meet the housing needs for West Fargo residents.

Thank you for your consideration of this request. I welcome the opportunity to discuss the request further and provide any additional information as needed.

Sincerely,

Christopher Miller

GENERAL PLAN

FOR URBAN RENEWAL

AND URBAN DEVELOPMENT

Approved May 2018

The West Fargo General Plan for Urban Renewal and Urban Development was reviewed and approved by the West Fargo Planning and Zoning Commission on April 9, 2018.

WEST FARGO PLANNING AND ZONING COMMISSION

Tom McDougall - Chairman
Joe Kolb - Vice Chairman

Scott Diamond
David Gust
Shane Lebahn
Jana Reinke
April Walker

The West Fargo General Plan for Urban Renewal and Urban Development was adopted by the West Fargo City Commission on May 21, 2018.

WEST FARGO CITY COMMISSION

Rich Mattern, President
Duane Hanson
Mark Simmons
Mike Thorstad
Mark Wentz

WEST FARGO PLANNING DEPARTMENT STAFF

Larry M. Weil – Community Development Director
Tim Solberg- Planning Director
Lisa Sankey - Planner

Member Mike Thorstad introduced the following resolution and moved its adoption:

RESOLUTION APPROVING WEST FARGO GENERAL PLAN FOR
URBAN RENEWAL AND URBAN DEVELOPMENT

WHEREAS, the City of West Fargo is in the process of amending its West Fargo General Plan for Urban Renewal and Urban Development, which was adopted on May 17, 1993 and amended on November 29, 2004, October 13, 2008, August 3, 2015, and June 19, 2017; and

WHEREAS, the City has studied properties throughout the City and identified blighted areas which are potential redevelopment areas, as well as commercial and industrial areas which are intended for development; and


WHEREAS, development, rehabilitation, conservation, or redevelopment, or a combination thereof, of the area or properties is necessary in the interest of the public economy, health, safety, morals, or welfare of the residents of the municipality;

WHEREAS, the City Commission held a public hearing on May 21, 2018, concerning the approval of an updated West Fargo General Plan for Urban Renewal and Urban Development; and

WHEREAS, after reviewing the Plan, the City Commissioners of the City of West Fargo believe it is in the best interest of the City to adopt and approve the attached West Fargo General Plan for Urban Renewal and Urban Development.

NOW, THEREFORE, be it resolved by the City Commission of the City of West Fargo, North Dakota, that the attached West Fargo General Plan for Urban Renewal and Urban Development is hereby approved and adopted and that such plan supersedes all prior General Plans for Urban Renewal and Urban Development, which have been adopted by the City in the past.

APPROVED:

BY: 
President of the Board of City
Commissioners

ATTEST:


Tina Fisk, City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Mark Simmons. On roll call vote, the following commissioners voted aye: Duane Hanson, Mark Simmons, Mike Thorstad and Rich Mattern. The following commissioners voted nay: None. The following commissioners were absent and not voting: Mark Wentz. The majority having voted aye, the motion carried and the resolution was duly adopted.

WEST FARGO GENERAL PLAN FOR URBAN RENEWAL AND URBAN DEVELOPMENT

INTRODUCTION

Recognizing the dangers of slums and blight as well as the need to create economic growth and development, the City of West Fargo has initiated a long-range program to foster positive change pursuant to the North Dakota Century Code Urban Renewal Law.

Consistent with the sound needs of the municipality as a whole, the primary objective of this plan is to stimulate, through the public actions and commitments specified herein, private investment in the development, rehabilitation or redevelopment of the renewal or development area by private enterprise.

It is the intent of the City's program to effectuate the following:

1. Elimination of slums and blighted areas as defined under the North Dakota Century Code Urban Renewal Law; and/or
2. Implementation of an economic development program including tax increment financing to facilitate projects that create economic growth and development.

STATEMENT OF OBJECTIVES

The following objectives are to be achieved through the development, rehabilitation or redevelopment of the renewal or development areas identified within the General Plan:

1. To preserve and create an environment within the renewal or development areas which will protect the health, safety, and general welfare of the City and to preserve existing values of properties within and adjacent to the renewal or development areas.
2. To remove environmental deficiencies that deter development and inhibit rehabilitation or redevelopment of the renewal or development areas.
3. To eliminate substandard and obsolete buildings, blighting influences, and environmental deficiencies, which presently detract from the functional unity, aesthetic appearance, and economic well-being of the identified areas of the City, and to establish conditions which will prevent the recurrence of blight and blighting conditions.
4. To strengthen the economic well-being of the development and renewal areas and the City by increasing industrial and retail activity, taxable values, and job opportunities.
5. To eliminate blighting influences such as incompatible land use relationship.

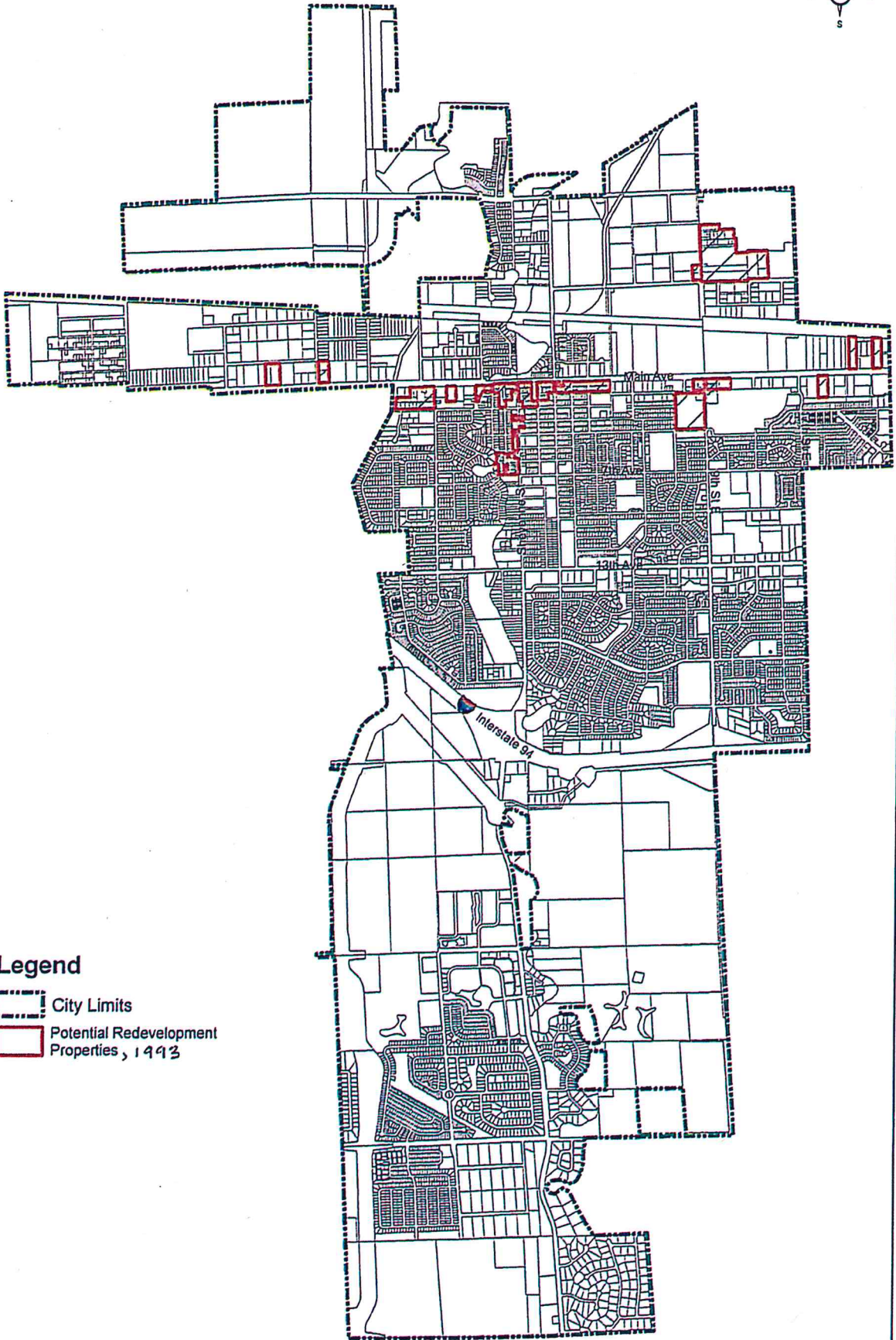
6. To provide for parcels of sufficient size to permit and attract economic and sound new development.
7. To provide efficient use of underutilized land.
8. To assure development of high standards in site planning, use compatibility, buildings, and creation of an environment that will promote new development in areas.
9. To attract and retain businesses that pay favorable wages to the benefit of the citizens and to prevent overburdening to public social service agencies.
10. To attract and retain businesses that do not damage the physical environment which is a social and economic burden to all.
11. To address the development imbalance between residential and nonresidential uses which exists in West Fargo by expanding and diversifying the tax base.
12. To spend public economic development dollars and resources wisely.
13. To provide for adequate public infrastructure improvements such as sewer, water, storm sewer, pedestrian facilities and streets conforming to good design and coordinated to facilitate development or redevelopment.
14. To provide for adequate project site improvements such as grading, drainage, landscaping, infrastructure, and other necessary site improvements.
15. To provide underground public and private utility services where practicable.
16. To provide for safe, efficient and attractive vehicular access to and circulation within the renewal and development areas.
17. To promote development or redevelopment which will be consistent with the City's Comprehensive Plan and ordinances.

DESCRIPTION OF URBAN RENEWAL AND URBAN DEVELOPMENT AREAS



A. Urban Renewal Area

Many of the areas in the City of West Fargo which have been identified as redevelopment areas for urban renewal were previously studied as part of the General Urban Renewal Plan of 1988 (Please refer to Figure 1) and were incorporated in the General Plan for Urban Renewal and Urban Development which was approved in May 1993. The Plan has been amended and approved on several occasions. The most recent amendment was in June 2017.

Figure 1



Legend

-  City Limits
-  Potential Redevelopment Properties, 1993

However, the parcels identified as potential redevelopment properties have not been evaluated for changes in conditions since 1993. These areas contain slums or blighting conditions, which have had negative effects on the City. Some of these areas, which are in commercial and industrial areas, would also be eligible as Urban Development areas. A number of different types of uses are present ranging from residential to commercial to industrial. Some redevelopment has already occurred naturally, though development has not realized full development potential. Redevelopment of these areas should be studied closely and promote only those uses, which are consistent with the City's Comprehensive Plan, Zoning Ordinance, Subdivision Regulations and Housing and Building Codes. The City should include within its work program a complete study of properties in the core area of the community to determine if structures are in good or standard condition, are deteriorating in condition and need structural improvements, or are in dilapidated condition and should be removed and the property redeveloped. The City should update the map of Potential Redevelopment Properties and develop strategies within a development/redevelopment plan to foster community support to address deteriorating conditions or redevelopment of the properties.

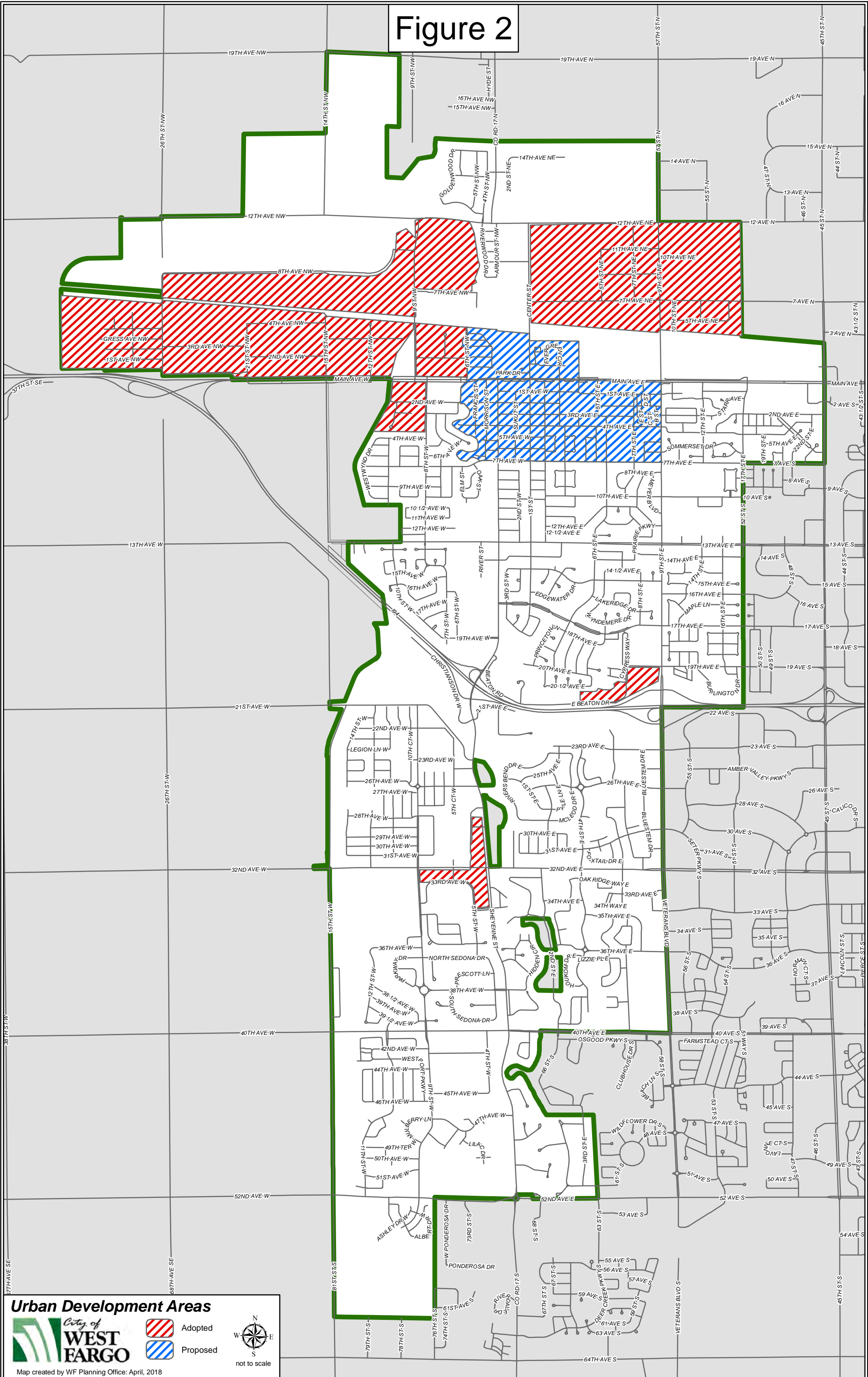
B. Urban Development Area

The areas identified as West Fargo's urban development areas are shown in Figure 2. The areas along West Main Avenue, as well as the northwest and northeast part of the City, are primarily intended for industrial uses; however, some of the areas are plagued by the lack of proper lot layout, inadequate or lack of streets, deteriorated and dilapidated structures, inadequate sewer and water services, inadequate drainage facilities, and some incompatible uses. Though many problems are evident, the areas are well suited for targeted industrial development. Platted lots and large unplatted tracts of land are available. Also, major street and railroad networks are in place.

The area along Interstate 94 and west of 9th Street East is intended for commercial and office uses. Most of the area has been platted and serviced since 2008 with little area remaining to be developed. With public involvement it is believed that private investment would be spurred effectuating positive change and increasing the City's tax base.

The proposed area at Sheyenne Street and 32nd Avenue is a commercial node for the City. The area has been slow to develop following platting a number of years ago. A few businesses in strip centers have been established, however several have struggled. Several applications have been received to change the City Comprehensive Plan's designated commercial land use on some properties to medium density residential. There has been some interest in providing a significant mixed-use development north of 32nd Avenue, which would complement an adjacent school hockey facility under construction and to spur additional development activity. The residents in surrounding residential

Figure 2



Urban Development Areas



-  Adopted
-  Proposed



not to scale

Map created by WF Planning Office: April, 2018

developments would like to see additional commercial services offered in this area.

Development, rehabilitation or redevelopment activities within these areas should be in accordance to the City's Comprehensive Plan, Zoning Ordinance, Subdivision Regulations, Housing and Building Codes.

C. Urban Renewal/Urban Development Area

The area identified as the urban renewal/urban development area is shown on Figure 3. This area is rather complex as it comprises the community core for the City of West Fargo, so most of the development has been in place for quite some time. The properties along Sheyenne Street and Main Avenue are commercial in nature and make up what was the original downtown center for the City. Several studies have been completed which focus on revitalization of the area, as most of the structures are old and the property not utilized to its economic potential. Additionally, the area has been the impetus for establishing the Renaissance Zone, which provides tax incentives to improve the properties. Several properties have taken advantage of this incentive, though to adequately address the redevelopment needs, additional incentive programs are needed.

The community core is also made up of a number of blocks of small single family homes with some smaller apartment buildings mixed in close to the commercial areas. The area has a significant number of families and seniors that have low to moderate incomes. A number of the homes are dilapidated or blighted condition. Several housing rehabilitation projects have been completed over the years, which has extended the life of some of the homes. The City had included a number of residential blocks within the Renaissance Zone, however the type of incentives were not what was needed for the homeowners to support the needed investment in rehabilitating the homes. Homeowners did not utilize the Renaissance Zone program, so many of the blocks were removed from the Zone. Some of the blocks of homes near the commercial areas were identified in the late 1950s as redevelopment properties for commercial based on the condition and location of the structures. As a result the blocks were rezoned to commercial which made the single family homes nonconforming uses. The City will need to develop strategies to address the varying conditions and needs of residential homes. Many homes can be rehabilitated with minimal to no assistance, as homeowners have the means to do so. Education, encouragement and developing minimal maintenance codes may be considerations to address deteriorating or dilapidated housing conditions. Other homeowners will need more assistance to accomplish needed improvements.

The City is currently studying the properties in the community core, as the infrastructure has served beyond its life and is beginning to fail. Major investment in sewer, water, storm sewer and streets will need to be made in the next few years to maintain essential services, which will be burdensome for

young families and seniors with low to moderate incomes if the improvements are financed only through the use of special assessments. Added costs to homeowners to pay for infrastructure will only exacerbate housing conditions, as financial resources for making needed improvements will be greatly reduced. The City is collecting and analyzing information relating to the infrastructure. Additionally, the City is researching information pertaining to the demographics and income levels of the households in this area. Once we have a better understanding of the extent of infrastructure costs and replacement timing, as well as household financial capacity, the City will consider developing programs to assist those households in need.

COMPREHENSIVE PLAN/LAND USE PLAN

The City's 2008 Comprehensive Plan and its Land Use Plan with amendments through January 2018, is depicted on Figure 4. Land uses are categorized into Agricultural Preservation/Urban Reserve, Institutional/Community/School, Parks & Recreation, Rural Residential, Low Density Residential, Medium Density Residential, High Density Residential, Office Park, General Commercial, Light Industrial, General Industrial, and Utility/Transportation classifications.

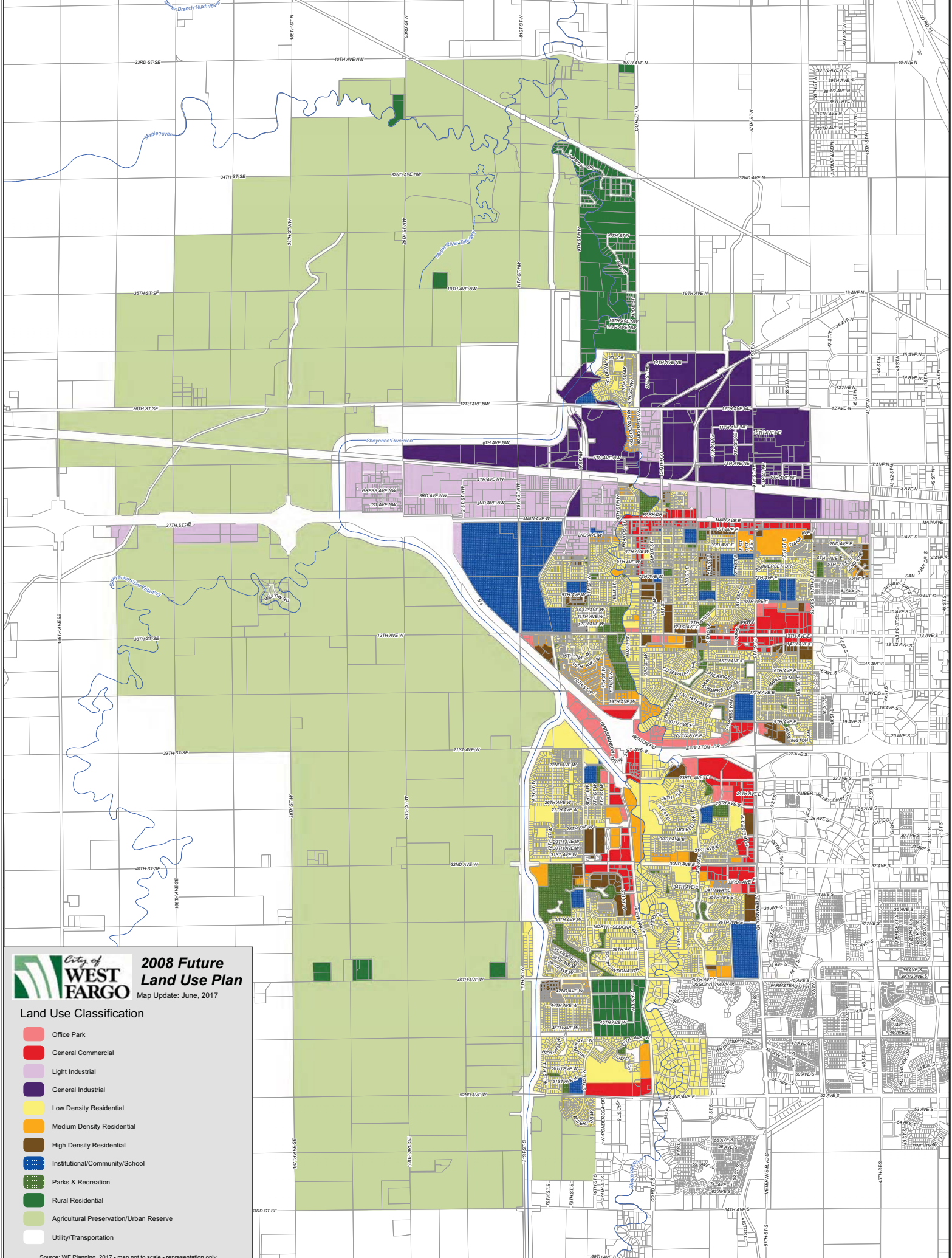
The City is currently developing a new comprehensive plan, which is in the final draft form. The proposed comprehensive plan identifies the downtown and core area of the City as the Core-Retrofit Growth Sector on Figure 5, which includes a commercial service base and supporting residential development. New development, redevelopment, or the reuse of existing land and buildings is encouraged to better meet the local goal of achieving more walkable and bikeable corridors and a better-connected village core. Additional growth and development within West Fargo is most desirable within these areas due to the presence of existing infrastructure and proximity of services. The Plan envisions that most mixed-use development in the next decades will occur in this growth sector. Hearings on the Comprehensive Plan: West Fargo 2.0 have been scheduled for April and May 2018. Final adoption will take place following the hearings and consideration of public comments.

When establishing a development plan for a specific project, the City's Comprehensive Plan should be reviewed to insure development consistency with the Plan.

WORKABLE PROGRAM

The City of West Fargo hereby establishes the following workable program to carry out the statement of objectives as described in this General Plan:

1. The development of industrial or commercial properties;
2. The prevention of the spread of blight into areas of the City of West Fargo, which are free from blight through diligent enforcement of building, housing, zoning, and occupancy controls and standards;



2008 Future Land Use Plan

Map Update: June, 2017

Land Use Classification

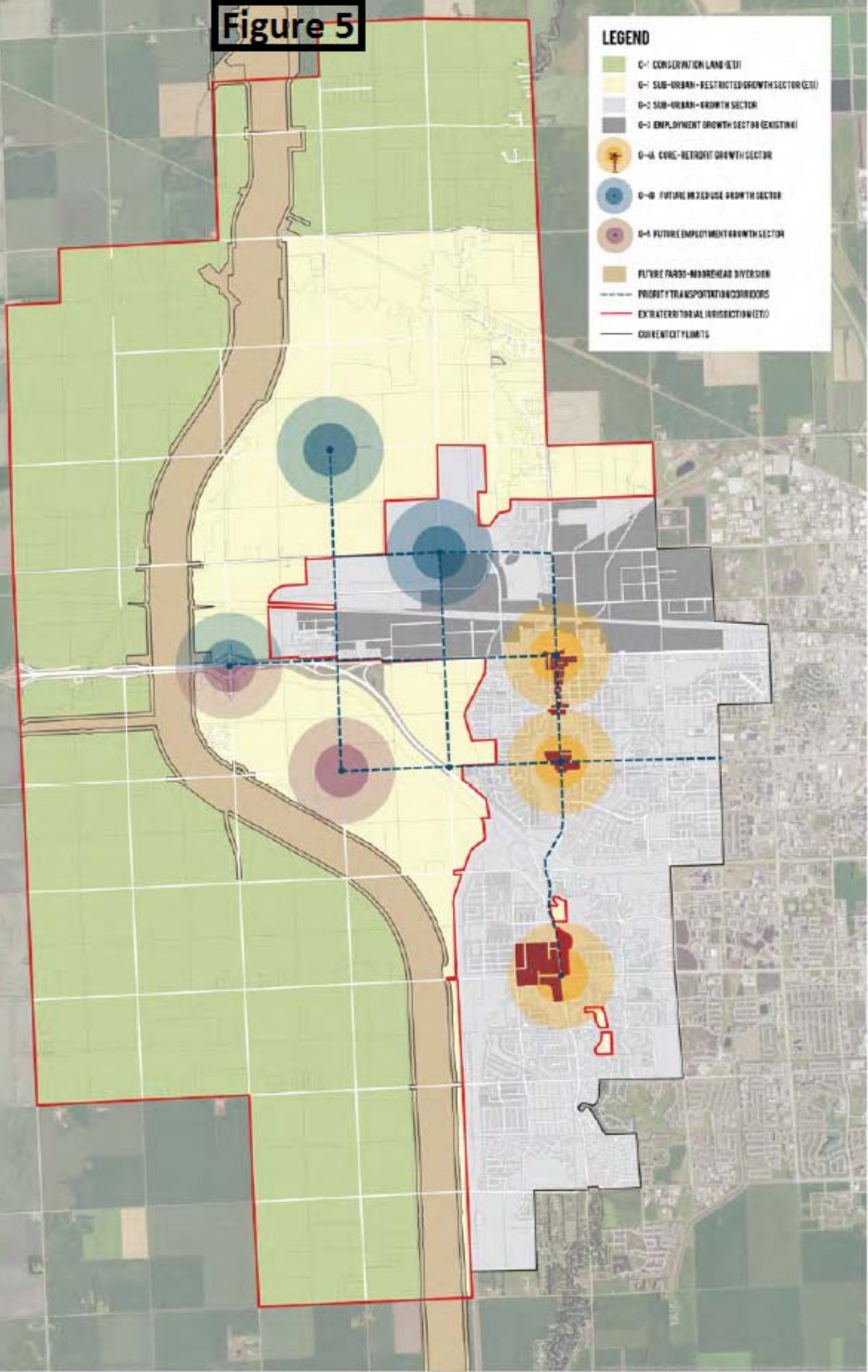
- Office Park
- General Commercial
- Light Industrial
- General Industrial
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Institutional/Community/School
- Parks & Recreation
- Rural Residential
- Agricultural Preservation/Urban Reserve
- Utility/Transportation

Source: WF Planning, 2017 - map not to scale - representation only

Figure 5

LEGEND

- D-1 CONSERVATION LAND (E1)
- D-2 SUB-URBAN-RESTRICTED GROWTH SECTOR (E2)
- D-3 SUB-URBAN-GROWTH SECTOR
- D-4 EMPLOYMENT GROWTH SECTOR (EXISTING)
- D-4A CORE-RETROFIT GROWTH SECTOR
- D-4B FUTURE MIXED USE GROWTH SECTOR
- D-5 FUTURE EMPLOYMENT GROWTH SECTOR
- FUTURE FARMS-MIDREACH DIVERSION
- PRIORITY TRANSPORTATION CORRIDORS
- EXTRATERRITORIAL JURISDICTION (E3)
- CURRENT CITY LIMITS



3. The rehabilitation or conservation of slum and blighted areas or portions of those areas by replanning, removing congestion, providing parks, playgrounds, and other public improvements, by encouraging voluntary rehabilitation and by compelling the repair and rehabilitation of deteriorated or deteriorating structures; and
4. The clearance and redevelopment of slum areas or portions of those areas.

The workable program will utilize appropriate private and public resources, including those provided for in the North Dakota Century Code Urban Renewal Law.

URBAN RENEWAL AND URBAN DEVELOPMENT TECHNIQUES

Several techniques are proposed to accomplish the workable program for urban renewal and urban development areas. The identified techniques are as follows:

1. Land Acquisition

Property may be acquired in the urban renewal or urban development areas for private development and needed public facilities. Portions of some of the properties in these areas may be dedicated for street right-of-way.

2. Public Construction

Public construction is allowed to provide needed sewer, water, storm drainage and storm sewer, streets, and other essential public facilities and services.

3. Clearance

Removal of dilapidated or obsolete structures is allowed.

4. Site Preparation

Preparation of sites within the project area for private construction is allowed.

5. Tax Increment Financing

Tax Increment Financing will be used to provide funds for land acquisition, public construction, clearance, and site preparation over and above normal development costs. All or a portion of the Public Construction costs normally assessed to private development may be allowed under Tax Increment Financing. Those costs not provided for under Tax Increment Financing shall be paid through special assessments to the private development.

PREPARATION AND APPROVAL OF RENEWAL OR DEVELOPMENT PLANS

Prior to undertaking any renewal or development activity the City must first prepare a specific project plan utilizing the following guidelines:

1. Renewal or Development Plans may only be approved for areas which have been identified within the General Plan. These areas have been determined by resolution to be slum or blighted areas or consist of industrial or commercial properties, or a combination of these. The General Plan may be amended by resolution to include additional slum or blighted areas or industrial or commercial properties where appropriate. The City may not acquire real property for renewal or development project unless the City Commission approves the renewal or development plan in accordance with subsection 4.
2. The City may prepare or cause to be prepared a renewal or development plan, or any person or agency, public or private may submit a renewal or development plan to a City. Prior to its approval of a renewal or development plan, the City Commission shall submit the plan to the City Planning and Zoning Commission for review and recommendations as to its conformity with the General Plan for Urban Renewal and Urban Development, as well as the Comprehensive Plan for the development of the City of West Fargo as a whole; however, if the renewal or development plan relates only to the proposed development of industrial or commercial property, the City Commission is not required to submit the plan to the Planning and Zoning Commission unless the proposed development is not consistent with the City's Comprehensive Plan. The Planning and Zoning Commission shall submit its written recommendations with respect to the proposed renewal or development plan to the City Commission within thirty days after receipt of the plan for review. Upon receipt of the recommendations of the Planning and Zoning Commission, or if no recommendations are received within the thirty-day period, the City Commission may proceed with the hearing on the proposed renewal or development plan prescribed by subsection 3.
3. The City Commission shall hold a public hearing on a renewal or development plan or substantial modification of an approved plan, after public notice of the hearing is provided by publication in the official newspaper for the City. The notice must describe the time, date, place and purpose of the hearing, generally outline the renewal or development area covered by the Plan, and outline the general scope of the renewal or development project under consideration.
4. Following the hearing, the City Commission may approve a renewal or development plan if it finds that:
 - a. A feasible method exists for the location of families who will be displaced from the renewal or development area in decent, safe and sanitary dwelling accommodations within their means and without undue hardship to those families;

- b. The renewal or development plan conforms to the General Plan for Urban Renewal and Urban Development and Comprehensive Plan of the City of West Fargo as a whole; and
 - c. The renewal or development plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development, rehabilitation, or redevelopment of the renewal or development areas by private enterprise.
5. A renewal or development plan may be modified at any time; provided, that if modified after the lease or sale by the City of real property in the renewal or development project area, the modification is subject to the rights at law or in equity as a lessee or purchaser, or the lessee's or purchaser's successor or successors in interest, is entitled to assert. Any proposed modification which will substantially change the renewal or development plan as previously approved by the City Commission is subject to the requirements of this section, including the requirement of a public hearing, before it may be approved.
6. Upon the approval of a renewal or development plan by the City, the provisions of the plan governing the future use and building requirements applicable to the property by the plan control the future use of and building on the property.

The City can best address the specific conditions of properties and groups of properties, as well as the needs of the owners, through the preparation of renewal or development plans. By coordinating with agencies, intergovernmental cooperation, and understanding the needs and limitations of owners in the area, solutions can be developed to adequately address the blighting conditions of these areas. Urban renewal and urban development programs will create additional economic opportunity and revitalize the downtown and adjacent neighborhoods, which will increase the City's tax base, as well as strengthen the community as a whole.