



**West Fargo Planning and Zoning Meeting
West Fargo City Hall Commission Chambers
800 4th Ave E, West Fargo, 58078
Tuesday, December 13, 2022 5:30 PM**

1. Call to Order
2. Approval of Minutes – November 8, 2022
3. Continued - A22-18 – The Wilds 22nd Addition, a subdivision and rezoning from A: Agricultural to R-1: One & Two Family Dwellings and P: Public Facilities, property located in the S½ of Section 31, T139N, R49W, City of West Fargo, North Dakota – Westport Investments
4. Downtown Master Plan Initiation
5. Non-Agenda Items
6. Adjourn



*Aaron Nelson, Director of Planning and Zoning
Lisa Sankey, Planner
Malachi Petersen, Planner
Chanda Erickson, Office Manager*

West Fargo Planning & Zoning Commission
Tuesday, November 8, 2022 at 5:30pm
West Fargo City Hall

Members Present: David Gust, Lana Rakow, Mike Thorstad, Aleya Leibfried

Members Absent: Joe Kolb, Eric Dodds, Brady Woodard

Others Present: Aaron Nelson, Lisa Sankey, Kathryn McNamara, Chanda Erickson, Malachi Petersen

Minutes Submitted by: Chanda Erickson, Office Manager

Meeting was called to order by Commissioner Gust at 5:30pm.

Commissioner Rakow moved and Commissioner Leibfried seconded to approve the September 13, 2022 meeting minutes with a minor amendment. No opposition, Motion carried.

Commissioner Gust opened a Public Hearing - A21-18 - The Wilds 22nd Addition, a subdivision and rezoning from A: Agricultural to R-1: One & Two Family Dwellings and P: Public Facilities, property located in the S½ of Section 31, T139N, R49W, City of West Fargo, North Dakota – Westport Investments.

There was public comment.

- Blake Carlson from Christianson Companies requested to continue this item until the December Planning and Zoning Commission meeting due to a change in adding cul-de-sacs along 50th Avenue West. He feels the cul-de-sacs would fit the area better.
- Shaina Eagleson of 4720 5th Street West, prefers the cul-de sac option but is not in support of possible multi-family units on block 5.

The Public Hearing was closed. After continued discussion, Commissioner Rakow moved and Commissioner Leibfried seconded to table the discussion until the next meeting. No opposition. Motion carried.

Resolution of support for the FM Metropolitan Bicycle and Pedestrian Plan. After discussion, Commissioner Thorstad moved and Commissioner Leibfried seconded to forward the resolution to City Commission.

Downtown Master Plan Discussion



There were no non agenda items.

Commissioner Rakow and Commissioner Leibfried seconded to adjourn. No opposition.
Meeting adjourned.

Planning and Zoning Commission meetings are published on YouTube City of West Fargo Channel; and are also included in our video archive at <https://www.westfargond.gov/1202/Agendas-Minutes>

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.515.5370. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of West Fargo Web site at <https://www.westfargond.gov/1202/Agendas-Minutes>

STAFF REPORT

A22-18 SUBDIVISION/REZONING	
The Wilds 22 nd Addition	
S½ of Section 31, T139N, R49W, City of West Fargo, North Dakota	
Applicant: Blake Carlson, Christianson Companies Owner: Westport Investments, LLC	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	11-08-2022 – continued; 12-13-2022
Public Hearing & 1 st Reading:	
2 nd Reading & Final Plat Approval	

PURPOSE:

Plat and zone land for residential development and religious institution.

STATEMENTS OF FACT:

Land Use Classification:	G-2: Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	A: Agricultural
Zoning Overlay District(s):	CO: Corridor Overlay District
Proposed Zoning District(s):	R-1A: Single Family Dwellings & P: Public Facilities
Proposed Lot size(s) or range:	9,414 to 20,313 square feet for residential lots; 541,026 square feet for church property; 29,579 square feet for trail and 308,606 square feet for Lot 17, Block 5 (will remain Ag)
Total area size:	45.29 Acres
Adjacent Zoning Districts:	North – R-1A: Single Family Dwellings; East – A: Agricultural West – P: Public Facilities, PUD: Planned Unit Development, R-1A: Single Family Dwellings South - City of Horace
Adjacent/Proposed street(s):	Mulberry Ln (Local); 5 th Street W (Local); 6 th Street W (Local); 9 th Street W (collector) 50 th Ave W (Local) 52 nd Ave W (Minor Arterial)
Adjacent Bike/Pedestrian Facilities:	Sidewalks and multi-use path along east side of development.
Available Parks/Trail Facilities:	Park within the Wilds development within ½ mile accessible by multi-use path and sidewalks
Land Dedication Requirements:	Dedication required.

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application, preliminary plat, and zoning plans for single family dwellings.
- Preliminary plans show 61 residential lots, a future church site, 10' trail and future PUD: Planned Unit Development for a townhouse development.
- Right-of-way widths for local streets on the preliminary plat provided are adequate.

STAFF REPORT

- Negative access easements are included along a portion of 5th Street West, along 52nd Avenue West, as well as along 9th Street West.
- The developer is proposing single family dwellings to the north, to be zoned R-1A; however, proposed Lot 17, Block 5 will remain zoned Agricultural until an application for a replat and rezoning is submitted at a later date. A proposed church facility is shown on proposed Lot 1, Block 6, to be zoned R-1A, which is consistent with the reset of the development.
- Land dedication is proposed with a 25-foot wide lot (Lot 2, Block 6) to be zoned P (Public Facilities) and to accommodate a shared use path which is acceptable to the park district. This shared use path will connect the existing path to the north with the right-of-way for 52nd Ave W, for a future trail connection. Remaining public dedication requirements will need to be provided via payment in-lieu and will be detailed within a public dedication agreement to accompany the final plat.
- The right-of-way for 50th Ave W includes additional width to accommodate a shared use path connection between 9th St W and the shared use path along the east side of the development.
- Since the notification to property owners and applicable agencies and departments, the applicant has inquired about changing the layout of the residential lots north of 50th Avenue West, east of 5th Street West to include cul-de-sacs. Public Works has indicated opposition to cul-de-sacs due to maintenance issues.
- The applicant has submitted a two graphics illustrating this alternative option for cul-de-sacs for discussion purposes. They have been informed should they intend to pursue this, they would need to submit a revised application for review at the December 13th Planning and Zoning Commission meeting.

NOTICES:

Sent to: Property owners within 150' and applicable agencies and departments

Comments Received:

- The Park District indicated they will accept the 25-foot wide lots for a bike path as shown on the proposed plat. Remaining cash-in-lieu should be utilized for The Wilds amenities. The trail should line up with the existing trail to the north with adequate crossing on 50th Avenue West and it be installed in conjunction with street and sidewalk installation.
- A call from a property owner in the adjacent Ranch at the Wilds Addition was received asking for more information.
- An email was sent with questions and comments regarding the amount of park dedication, concerns with no additional park facilities being provided in the area; lot lengths being excessive and reference to previously submitted area plans showing cul-de-sacs.
- A property owner appeared at the public hearing with questions regarding the proposed townhouse lot, as well as expressing support for the cul-de-sac option.

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

- The mix of housing types and increased densities will increase the diversity of the neighborhood housing stock consistent with goals of the Comprehensive Plan's Action Plan Big Idea to "Strengthen Neighborhoods and Expand Housing Choice".
- Parks and Recreation Big Ideas discusses addressing incomplete gaps and the need to provide a continuous and seamless network of trails/paths for residents' enjoyment and transportation needs. The north/south connection from existing facilities to the north and a future multiuse path

STAFF REPORT

along 52nd Avenue would facilitate this connection, as would the east/west connection along 50th Avenue West.

- Under Connectivity in the section of Urban is Back, West Fargo 2.0 discusses how in typical communities, “connectivity” means that all streets should be connected to other streets, maximizing the number of routes to and from a destination. By avoiding dead ends and cul-de-sacs and creating an interconnected street network, drivers, cyclists, pedestrians, and emergency services can choose from a number of different options. Greater connectivity allows for traffic to disperse, minimizing congestion by providing multiple ways to get from point A to point B. West Fargo’s development patterns in the last couple of decades have reduced the number of interconnected streets, increasing traffic on the few major roads in and out of neighborhoods.
- Under Strengthen Neighborhoods and Expand Housing Choice, as well As Promote Transportation Choice And Mobility sections discuss how cul-de-sacs counter the objective of having neighborhoods supported with multiple connections to the larger network by reducing connectivity throughout neighborhoods

UPDATE

At the November 8, 2022 Planning and Zoning Commission meeting, the applicant requested that this item be continued to allow for consideration of the cul-de-sac option.

The applicant has resubmitted the application, with a revised plat and narrative describing their request and justification for cul-de-sacs. Block 1 of the plat has been reconfigured to include 12 lots with frontage around two cul-de-sacs, as opposed to the originally proposed configuration of Block 1 that included 12 lots fronting 5th St W and 50th Ave W.

Based on the revised plat, the public works department provided information outlining the additional costs of snow removal, street sweeping and repairs for cul-de-sacs. In a typical year, the City must remove and haul snow out of each cul-de-sac four times at a cost of just under \$1,000 per removal. With additional maintenance costs for things like street sweeping, repairs, and upkeep, the expense incurred by the City is estimated to be roughly \$5,000 per cul-de-sac annually. This yearly maintenance cost does not include the initial cost of construction or future reconstruction.

Due to the added cost to the City, staff does not generally recommend the use of cul-de-sacs unless necessary for dead-end turnaround.

RECOMMENDATIONS:

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:

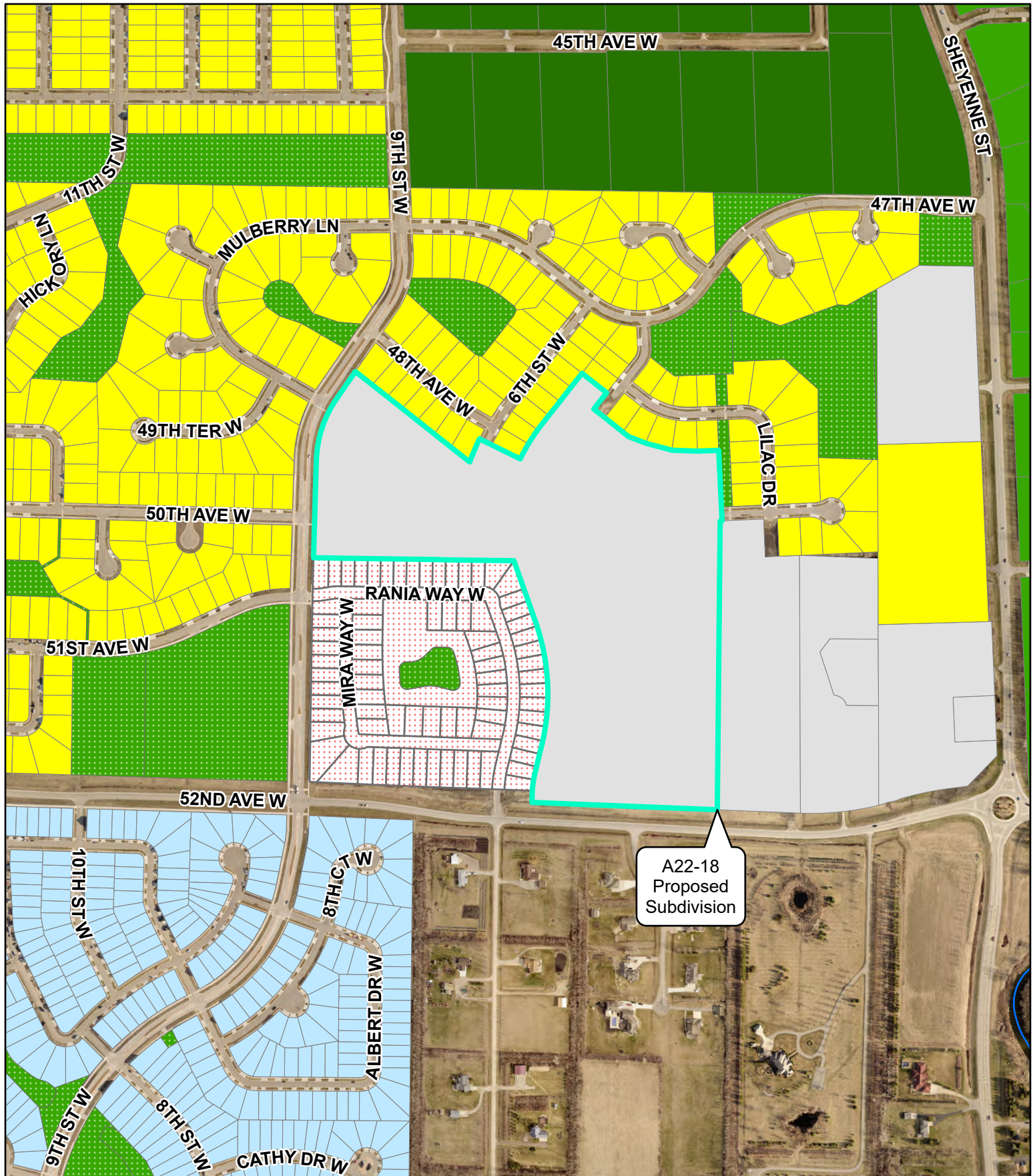
1. An updated drainage plan is approved by the City Engineer.
2. The proposed cul-de-sacs on Block 1 be removed and the lots reconfigured as generally shown on the original plat presented at the November 8 Planning & Zoning Commission meeting.

STAFF REPORT

Attachments

1. Aerial map
2. Zoning map
3. Applicant's original preliminary plat from the November 8, 2022 Planning & Zoning Commission meeting
4. Applicant's revised preliminary plat
5. Applicant's project narrative & supporting documentation
6. Proposed zoning graphic





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



11/8/22 Preliminary Plat

AN UNPLATTED PORTION OF THE SOUTH HALF OF SECTION 31, T139N, R49W, CASS COUNTY, NORTH DAKOTA



LEGEND

- Public Utility Easements are shown thus:

STREE

Being 10 feet in width and adjoining street right of way lines as shown on the plat, unless otherwise indicated.

Public Drainage Easements are shown thus:

Being 10 feet in width, 5 feet each side of Lot line at center of Blocks as shown on the plat, unless otherwise indicated.

DOCUMENTS OF RECORD

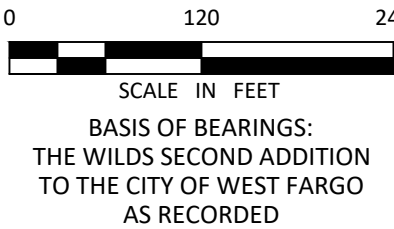
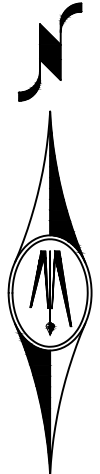
CASS RURAL WATER USER INC. RIGHT OF WAY
EASEMENT RECORDED AS DOC. No.912982

preliminary

SHEET 2 OF 2

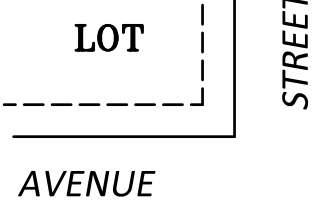
THE WILDS TWENTY SECOND ADDITION

Preliminary Plat 12-13-22



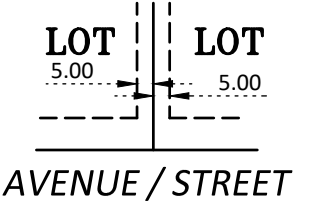
LEGEND	
	5/8" x 18" REBAR MONUMENT SET CAP LICENSE NO. LS-5900
	MONUMENT FOUND
	SUBJECT PROPERTY LINE
	EXISTING PROPERTY LINE
	EASEMENT LINE
	P.O.B.
	ACCESS CONTROL

Public Utility Easements are shown thus:



Being 10 feet in width and adjoining street right of way lines as shown on the plat, unless otherwise indicated.

Public Drainage and Utility Easements are shown thus:



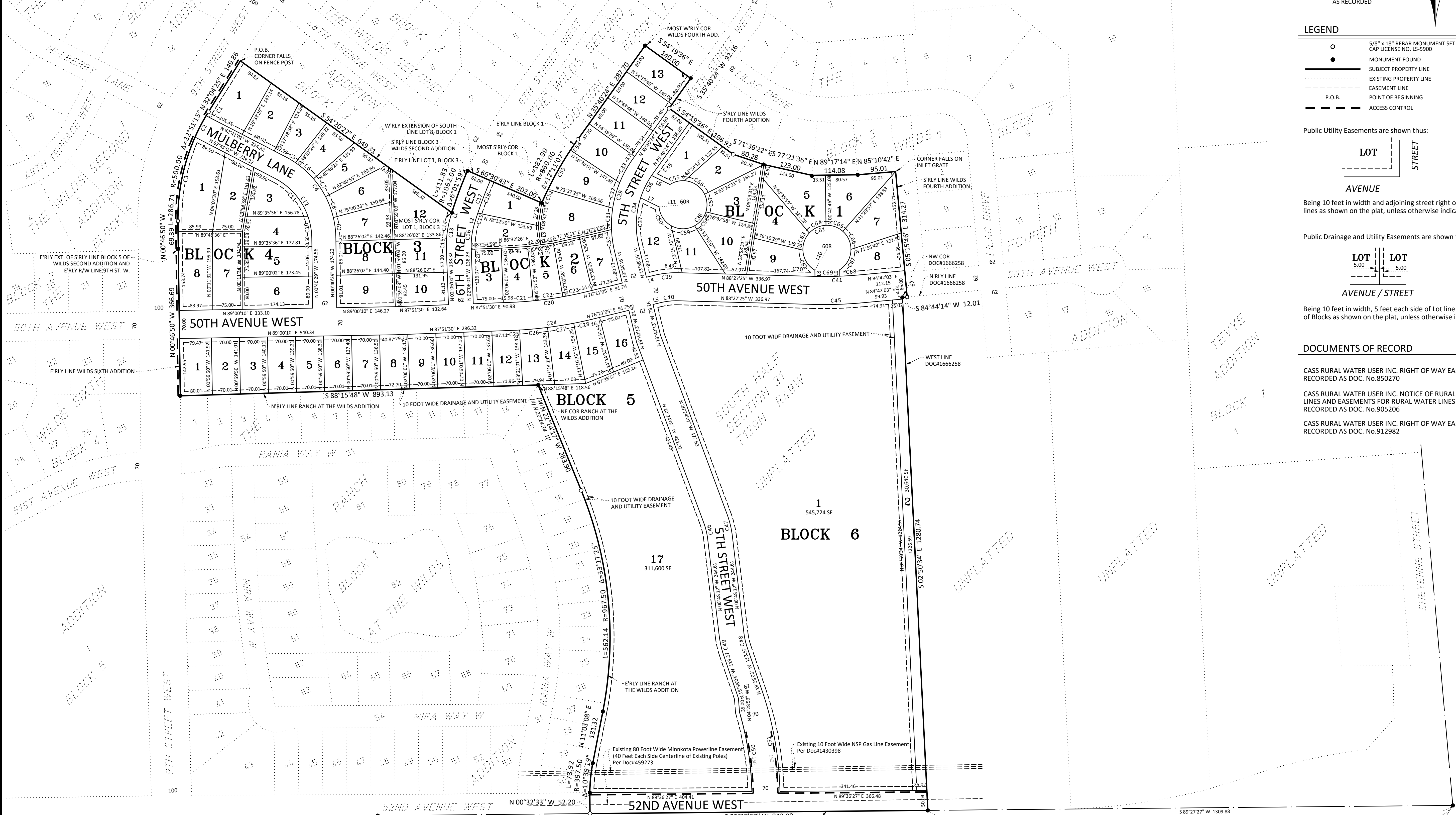
Being 10 feet in width, 5 feet each side of Lot line at center of Blocks as shown on the plat, unless otherwise indicated.

DOCUMENTS OF RECORD

CASS RURAL WATER USER INC. RIGHT OF WAY EASEMENT
RECORDED AS DOC. No.850270

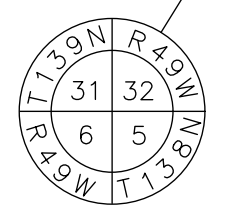
CASS RURAL WATER USER INC. NOTICE OF RURAL WATER
LINES AND EASEMENTS FOR RURAL WATER LINES
RECORDED AS DOC. No.905206

CASS RURAL WATER USER INC. RIGHT OF WAY EASEMENT
RECORDED AS DOC. No.912982



BLOCK 1 THE WILDS 7TH ADD.
BLOCK 1 PONDEROSA 1ST SUB.
BLOCK 2 PONDEROSA 1ST SUB.
BLOCK 2 LOST
BLOCK 1 MEADOWS SUB.

preliminary



THE WILDS TWENTY SECOND ADDITION

TO THE CITY OF WEST FARGO
AN UNPLATTED PORTION OF THE SOUTH HALF OF SECTION 31, T139N, R49W, CASS COUNTY, NORTH DAKOTA

OWNERS DESCRIPTION AND DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS, That Westport Investments, LLC a North Dakota Limited Liability Company as owner of a parcel of land located in that part of the South Half of Section 31, Township 139 North, Range 49 West of the Fifth Principal Meridian, Cass County, North Dakota, and more particularly described as follows:

Beginning at the most westerly corner of Lot 7, Block 3, THE WILDS SECOND ADDITION, according to the recorded plat thereof, on file and of record in the office of the Recorder, said Cass County; thence South 54 degrees 20 minutes 27 seconds East on a record bearing along the southerly line of said Block 3 for a distance of 649.31 feet to the most southerly corner of Lot 1, said Block 3; thence northeasterly along the easterly line of said Lot 1 on a non-tangential curve concave to the east, having a radius of 1062.00 feet, a central angle of 06 degrees 01 minute 59 seconds and a chord bearing of North 20 degrees 28 minutes 18 seconds East for an arc distance of 111.83 feet to a point of intersection with the westerly extension of the south line of Lot 8, Block 1, said plat of THE WILDS SECOND ADDITION; thence South 66 degrees 30 minutes 43 seconds East along the south line of said Lot 8 and the westerly extension thereof for a distance of 202.00 feet to the most southerly corner of said Block 1; thence northeasterly along the easterly line of said Block 1 on a non-tangential curve concave to the east, having a radius of 860.00 feet, a central angle of 12 degrees 11 minutes 07 seconds and a chord bearing of North 29 degrees 34 minutes 50 seconds East for an arc distance of 182.90 feet; thence North 35 degrees 40 minutes 24 seconds East along the easterly line of said Block 1 for a distance of 287.70 feet to the most westerly corner of THE WILDS FOURTH ADDITION, according to the recorded plat thereof, on file and of record in the office of said Recorder; thence South 54 degrees 19 minutes 36 seconds East along the southerly line of said plat of THE WILDS FOURTH ADDITION for a distance of 140.00 feet; thence South 35 degrees 40 minutes 24 seconds West continuing along said southerly line for a distance of 92.18 feet; thence South 54 degrees 19 minutes 36 seconds East continuing along said southerly line for a distance of 196.92 feet; thence South 71 degrees 36 minutes 22 seconds East continuing along said southerly line for a distance of 80.28 feet; thence South 77 degrees 21 minutes 36 seconds East continuing along said southerly line for a distance of 123.00 feet; thence North 89 degrees 17 minutes 14 seconds East continuing along said southerly line for a distance of 114.08 feet; thence North 85 degrees 10 minutes 42 seconds East continuing along said southerly line for a distance of 95.01 feet; thence South 05 degrees 15 minutes 46 seconds East continuing along said southerly line for a distance of 314.27 feet to the northerly line of a tract described in Document No. 1666258, on file and of record in the office of said Recorder; thence South 84 degrees 44 minutes 14 seconds West along said northerly line for a distance of 12.01 feet to the northwest corner thereof; thence South 02 degrees 50 minutes 34 seconds East along the west line of said tract for a distance of 1280.74 feet to the south line of the Southeast Quarter of said Section 31; thence South 89 degrees 27 minutes 27 seconds West along said south line for a distance of 842.90 feet to the southeast corner of THE RANCH AT THE WILDS ADDITION, according to the recorded plat thereof, on file and of record in the office of said Recorder; thence North 00 degrees 32 minutes 33 seconds West along the easterly line of said plat of THE RANCH AT THE WILDS ADDITION for a distance of 52.20 feet; thence northerly, continuing along said easterly line on a non-tangential curve concave to the east, having a radius of 397.50 feet, a central angle of 10 degrees 39 minutes 19 seconds and a chord bearing of North 05 degrees 43 minutes 28 seconds East for an arc distance of 73.92 feet; thence North 11 degrees 03 minutes 08 seconds East continuing along said easterly line for a distance of 131.32 feet; thence northerly, continuing along said easterly line on a tangential curve concave to the west, having a radius of 967.50 feet and a central angle of 33 degrees 17 minutes 25 seconds for an arc distance of 562.14 feet; thence North 22 degrees 14 minutes 17 seconds West continuing along said easterly line for a distance of 283.90 feet to the northeast corner of said plat of THE RANCH AT THE WILDS ADDITION; thence South 88 degrees 15 minutes 48 seconds West along the northerly line of said plat of THE RANCH AT THE WILDS ADDITION for a distance of 893.13 feet to easterly line of THE WILDS SIXTH ADDITION, according to the recorded plat thereof, on file and of record in the office of said Recorder; thence North 00 degrees 46 minutes 50 seconds West along said easterly line for a distance of 366.69 feet to a point of intersection with the easterly extension of the southerly line of Block 5 of said plat of THE WILDS SECOND ADDITION, said point also being on the easterly right of way line of 9th/ Street West according to said plat of THE WILDS SECOND ADDITION; thence North 00 degrees 46 minutes 50 seconds West along said easterly right of way line for a distance of 69.39 feet; thence northeasterly continuing along said easterly right of way line on a tangential curve concave to the east, having a radius of 500.00 feet and a central angle of 32 degrees 51 minutes 15 seconds for an arc distance of 286.71 feet; thence North 32 degrees 04 minutes 25 seconds East continuing on said easterly right of way line for a distance of 149.86 feet to the point of beginning.

Said parcel contains 45.29 acres of land, more or less, and is subject to all easements, restrictions, reservations and rights-of-way of record, if any.

Said owner has caused the above described parcel of land to be surveyed and platted as "THE WILDS TWENTY SECOND ADDITION" to the City of West Fargo, Cass County, North Dakota and does hereby dedicate to the public for public use the Streets and easements as shown on this plat.

OWNER:
Westport Investments, LLC

By: Kevin Christianson, President

State of North Dakota }
County of Cass }SS

On this _____ day of _____, in the year 2022, before me, a notary public within and for said County and State, personally appeared Kevin Christianson, President of Westport Investments, LLC, a North Dakota Limited Liability Company, known to me to be the person who is described in and who executed the within instrument, and acknowledged to me that he executed the same on behalf of Westport Investments, LLC.

Notary Public

SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT

I, Shawn M. Thomasson, Registered Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify that this plat is a correct representation of the survey, that all distances shown are correct and that the monuments for the guidance of future surveys have been located or placed in the ground as shown, and that the outside boundary lines are correctly designated on the plat.

Shawn M. Thomasson, Professional Land Surveyor
North Dakota License Number LS-5900

State of North Dakota }
County of Cass }SS

On this _____ day of _____, 2022, before me, a notary public within and for said County and State, personally appeared Shawn M. Thomasson, Registered Professional Land Surveyor, known to me to be the person who is described in and who executed the within instrument, and acknowledged to me that he executed the same.

Notary Public

WEST FARGO CITY ATTORNEY APPROVAL

I do 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 _____, 202__.

John T. Shockley, City Attorney

State of North Dakota }
County of Cass }SS

On this _____ day of _____, in the year 202__ before me, a notary public within and for said County and State, personally appeared John T. Shockley, City Attorney, known to me to be the person who is described in and who executed the within instrument, and acknowledged to me that he executed the same on behalf of the City of West Fargo.

Notary Public

CITY ENGINEER'S APPROVAL

This plat in the City of West Fargo is hereby approved this _____ day of _____, 202__.

Daniel R. Hanson, P.E., City Engineer

State of North Dakota }
County of Cass }SS

On this _____ day of _____, in the year 202__ before me, a notary public within and for said County and State, personally appeared Daniel R. Hanson, P.E., City Engineer, known to me to be the person who is described in and who executed the within instrument, and acknowledged to me that he executed the same on behalf of the City of West Fargo.

Notary Public

WEST FARGO PLANNING COMMISSION APPROVAL

This plat in the City of West Fargo is hereby approved this _____ day of _____, 202__.

Joseph F. Kolb, Chairman, West Fargo Planning Commission

State of North Dakota }
County of Cass }SS

On this _____ day of _____, in the year 202__ before me, a notary public within and for said County and State, personally appeared Joseph F. Kolb, Chairman, West Fargo Planning Commission, known to me to be the person who is described in and who executed the within instrument, and acknowledged to me that he executed the same on behalf of the West Fargo Planning Commission.

Notary Public

WEST FARGO CITY COMMISSION APPROVAL

This plat in the City of West Fargo is hereby approved this _____ day of _____, 202__.

Bernie L. Dardis, President of the West Fargo City Commission

Attest: Tina Fisk, City Auditor

State of North Dakota }
County of Cass }SS

On this _____ day of _____, in the year 202__ before me, a notary public within and for said County and State, personally appeared Bernie L. Dardis, President of the West Fargo City Commission, and Tina Fisk, City Auditor known to me to be the persons who are described in and who executed the within instrument, and acknowledged to me that they executed the same on behalf of the City of West Fargo.

Notary Public

PARCEL CURVE DATA			
SEGMENT	LENGTH	RADIUS	DELTA
C1	11.47	500.00	1°18'54"
C2	60.04	500.00	6°52'47"
C3	215.20	500.00	24°39'36"
C4	248.92	230.00	62°00'33"
C5	27.67	230.00	6°53'34"
C6	60.48	230.00	15°03'56"
C7	53.82	230.00	13°24'28"
C8	55.81	230.00	13°54'13"
C9	51.14	230.00	12°44'22"
C10	55.52	170.00	18°42'44"
C11	128.46	170.00	43°17'48"
C12	183.98	170.00	62°00'33"
C13	85.33	250.00	19°33'19"
C14	57.48	250.00	13°10'21"
C15	27.85	250.00	6°22'58"
C16	64.17	188.00	19°33'19"
C17	105.30	1000.00	6°02'00"
C18	86.78	1000.00	4°58'19"
C19	18.52	1000.00	1°03'41"
C20	193.80	965.00	11°30'25"
C21	58.77	965.00	3°29'22"
C22	74.69	965.00	4°26'05"
C23	60.34	965.00	3°34'58"
C24	207.86	1035.00	11°30'25"
C25	21.83	1035.00	1°12'30"
C26	70.24	1035.00	3°53'18"
C27	66.20	1035.00	3°39'54"
C28	49.59	1035.00	2°44'43"
C29	241.84	281.00	49°18'40"
C30	55.64	281.00	11°20'44"
C31	53.24	281.00	10°51'17"
C32	66.09	281.00	13°28'35"
C33	66.87	281.00	13°38'04"
C34	188.48	219.00	49°18'40"
C35	5.14	219.00	1°20'37"
C36	62.21	219.00	16°16'31"
C37	121.14	219.00	31°41'32"
C38	311.84	60.00	297°46'56"
C39	62.31	235.00	15°11'31"
C40	43.75	165.00	15°11'31"
C41	115.24	965.00	6°50'32"
C45	123.60	1035.00	6°50'32"
C46	40.11	169.00	13°35'55"
C47	54.83	231.00	13°35'55"
C48	35.88	169.00	12°09'51"
C49	49.04	231.00	12°09'51"
C50	200.58	761.00	15°06'06"
C51	257.18	831.00	17°43'54"
C52	37.55	860.00	2°30'07"
C53	112.45	860.00	7°29'30"
C54	32.90	860.00	2°11'30"
C55	38.10	60.00	36°22'47"
C56	63.30	60.00	60°26'33"
C57	45.43	60.00	43°23'13"
C58	45.70	60.00	43°38'22"
C59	61.34	60.00	58°34'27"
C60	57.97	60.00	55°21'33"
C61	311.84	60.00	297°46'56"
C62	60.72	60.00	57°58'47"
C63	47.03	60.00	44°54'30"
C64	46.85	60.00	44°44'06"
C65	45.58	60.00	43°31'22"
C66	51.00	60.00	48°42'17"
C67	60.67	60.00	57°55'55"
C68	50.38	965.00	2°59'29"
C69	62.01	965.00	3°40'55"
C70	2.84	965.00	0°10'08"

ALL DISTANCES SHOWN IN U.S. SURVEY FOOT

preliminary



PREPARED BY:

BOLTON & MENK

November 14, 2022

Aaron Nelson, Planning Director
City of West Fargo
800 Fourth Ave E Suite #1
West Fargo, ND 58078

Re: Wilds 22nd Addition - Amended Application

Dear Mr Nelson,

On behalf of Westport Investments LLC and Christianson Companies, we are amending our Wild's 22nd Addition zoning and plat applications with the following changes;

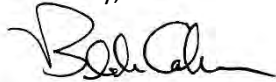
1. Single Family lots shall be zoned R-1A rather than R-1. This is to match the adjacent existing single family lots to the north.
2. Block 1 lots shall be revised to have include two cul-de-sacs.

As discussed at the November 8, Planning and Zoning Meeting, we feel that incorporating two cul-de-sacs in this location is a better overall design solution for the development. While city staff previously indicated that cul-de-sacs are not recommended for future development, we feel that an exception should be made for the following reasons;

- Avoids the long, narrow lots that were previously illustrated for Block 1. (*Layout options are limited due to geometric constraints of connecting the new Right-Of-Way into 5th street and 50th avenue.*)
- Matches the vision and layout of the existing Wild's development which was organized around curvilinear streets and cul-de-sacs. (*There are currently 19 cul-de-sac's in the existing Wilds development*)
- Our proposal reduces the number of cul-de-sacs from what was illustrated in previous master/area plans for the area. Refer to attachment.
- Title 4 of the West Fargo Ordinance 4-0406.3.E.2 states that "curvilinear, cul-de-sacs, looped shaped or other similar type streets shall be encouraged. "
- Note neighbor Shania Eagleson (4720 5th St S) spoke in favor of cul-de-sacs at the 11-8-22 Planning and Zoning meeting. Also note that neighbor Michael Gieseke e-mailed concerns over the long, narrow lots in previously illustrated for Block 1.

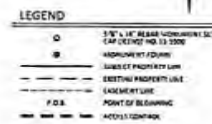
Thank you for your consideration and please let me know if you have questions or need additional information.

Sincerely,

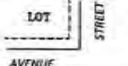


Blake Carlson

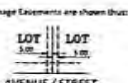
TO THE CITY OF WEST FARGO
AN UNPLATTED PORTION OF THE SOUTH HALF OF SECTION 31, T139N, R49W, CASS COUNTY, NORTH DAKOTA



Public Utility Easements are shown (trust:



Being 10 feet in width and adjoining street right of way lines as shown on the plat, unless otherwise indicated.



Being 30 feet in width, 5 feet each side of lot line at center of blocks as shown on the plat, unless otherwise indicated.

DOCUMENTS OF RECORD

CASS RURAL WATER USER INC. RIGHT OF WAY
EASEMENT RECORDED AS DOC. No. 850370

CASS RURAL WATER USER INC. NOTICE OF RURAL
WATER LINES AND EASEMENTS FOR RURAL WATER LINES
RECORDED AS DOC. No. 805306

CASS RURAL WATER USER INC. RIGHT OF WAY
EASEMENT RECORDED AS DOC. No. 812882



BLOCK 1
 THE WILDS 7TH AVE.

BLOCK 1
 POWDEROSA 1ST SUE

BLOCK 2
 POWDEROSA 1ST SUE

BLOCK 2
 LOFT

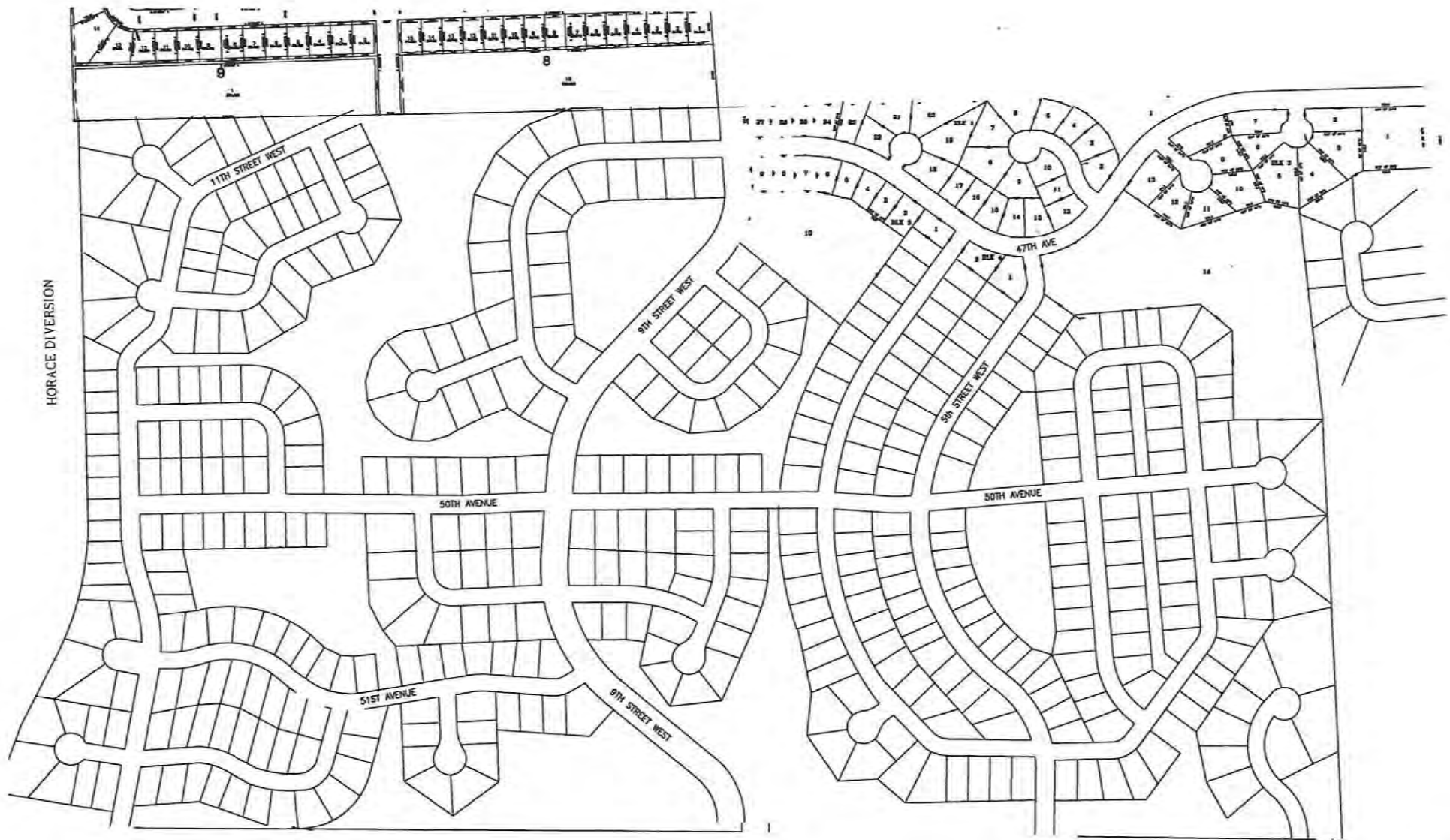
BLOCK 1
 SUE

preliminary

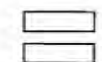




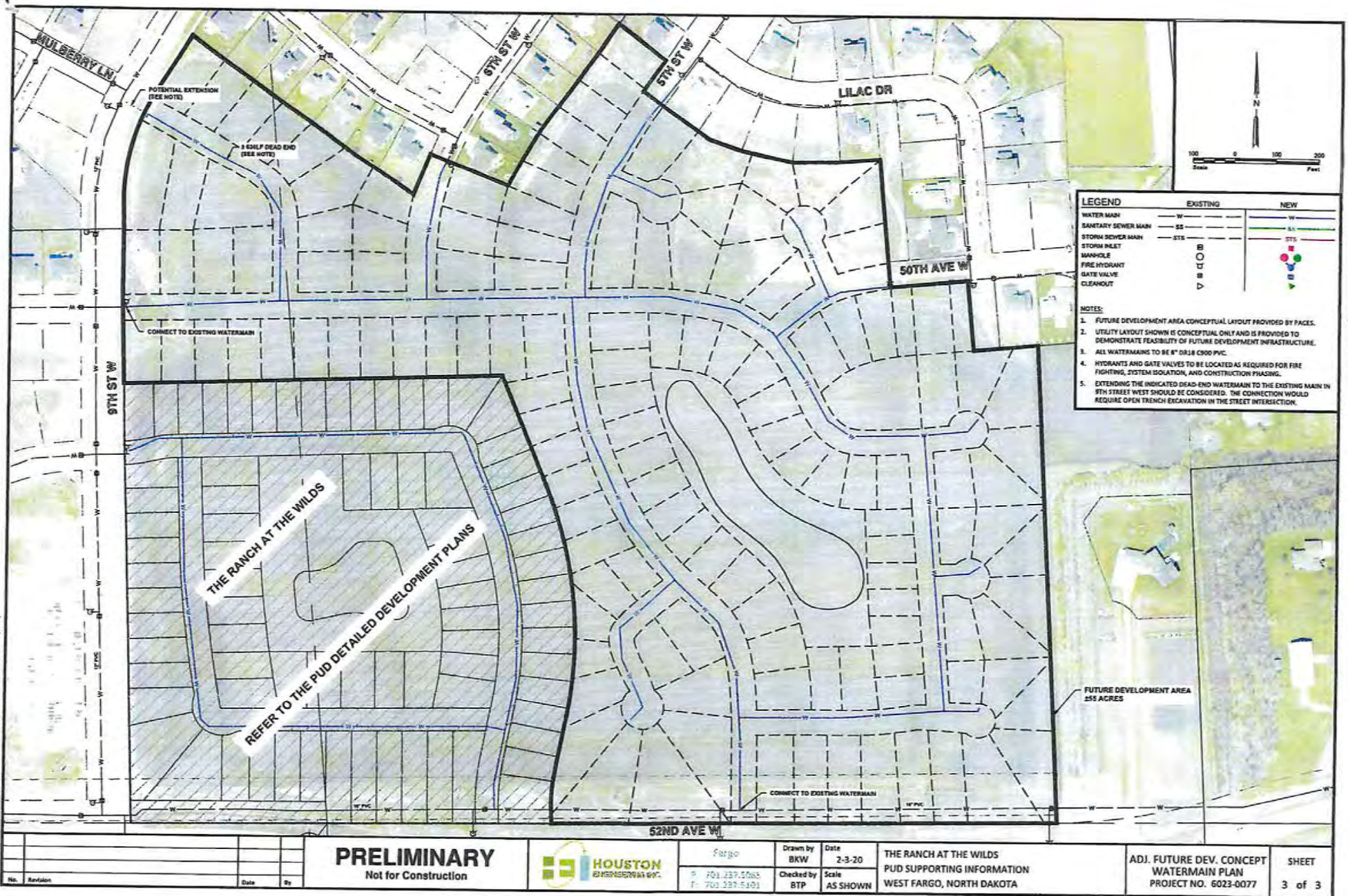




The Wilds amended area plan 3-14-11


 Park/open
 Pond
 Path

\\sbs\proj\6031\6031_0077\CD\DWG\Watermain_Plan.dwg 3 WATERMAIN-3/2/2020 3:28 PM [jwale]



PRELIMINARY
Not for Construction



Fargo
P: 701.237.1500
F: 701.237.5101
Drawn by: BKW
Checked by: BTP
Date: 2-3-20
Scale: AS SHOWN

THE RANCH AT THE WILDS
PUD SUPPORTING INFORMATION
WEST FARGO, NORTH DAKOTA

ADJ. FUTURE DEV. CONCEPT
WATERMAIN PLAN
PROJECT NO. 6023-0077

SHEET
3 of 3

to run generally in a east/west pattern in order to increase the potentials for energy conservation.

- (2) Local Streets. Local streets shall be designed to discourage through traffic and encourage neighborhood concepts and safety. Curvilinear, cul-de-sacs, looped shaped or other similar type streets shall be encouraged.

F. CUL-DE-SAC STREETS. The minimum street right-of-way for streets entering a cul-de-sac in a residential area is 62 feet with a minimum pavement width of 28 feet (see Figure 8). The cul-de-sac shall have a minimum right-of-way radius of 60 feet with a minimum pavement radius of 50 feet. Cul-de-sac streets are limited in length because of the City's emphasis on safe and convenient emergency vehicle access to abutting properties. For those cul-de-sacs measuring over 500 feet in length from the center of the adjoining road to the center of the cul-de-sac, comments shall be requested on such length from the Police, Fire and Ambulance Service Departments prior to Planning Commission approval of the Preliminary Plat.

Source: Ord 916, Sec. 10 (2012)

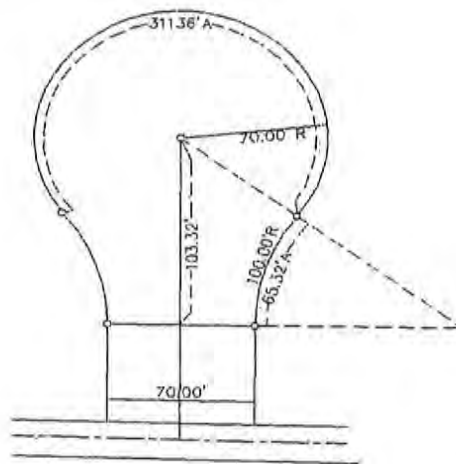
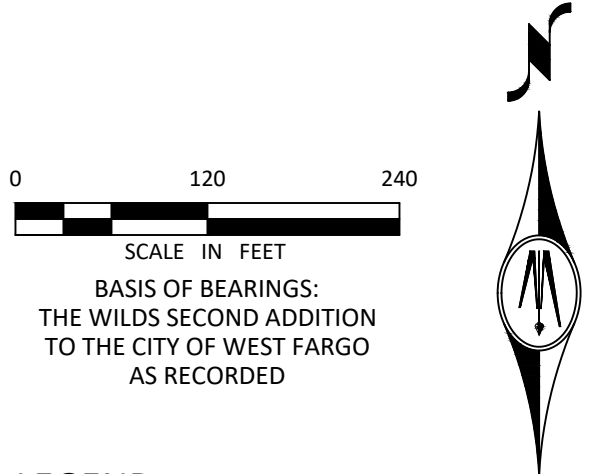


FIGURE 8. CUL-DE-SAC

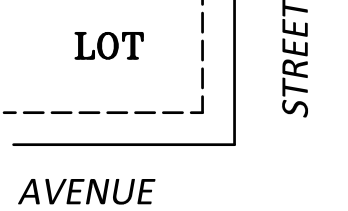
THE WILDS TWENTY SECOND ADDITION

AN UNPLATTED PORTION **Proposed Zoning** , CASS COUNTY, NORTH DAKOTA



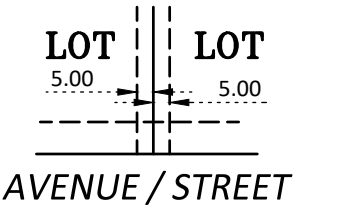
LEGEND	
	5/8" x 18" REBAR MONUMENT SET CAP LICENSE NO. LS-5900
	MONUMENT FOUND
	SUBJECT PROPERTY LINE
	EXISTING PROPERTY LINE
	EASEMENT LINE
	POINT OF BEGINNING
	ACCESS CONTROL

Public Utility Easements are shown thus:



Being 10 feet in width and adjoining street right of way lines as shown on the plat, unless otherwise indicated.

Public Drainage Easements are shown thus:



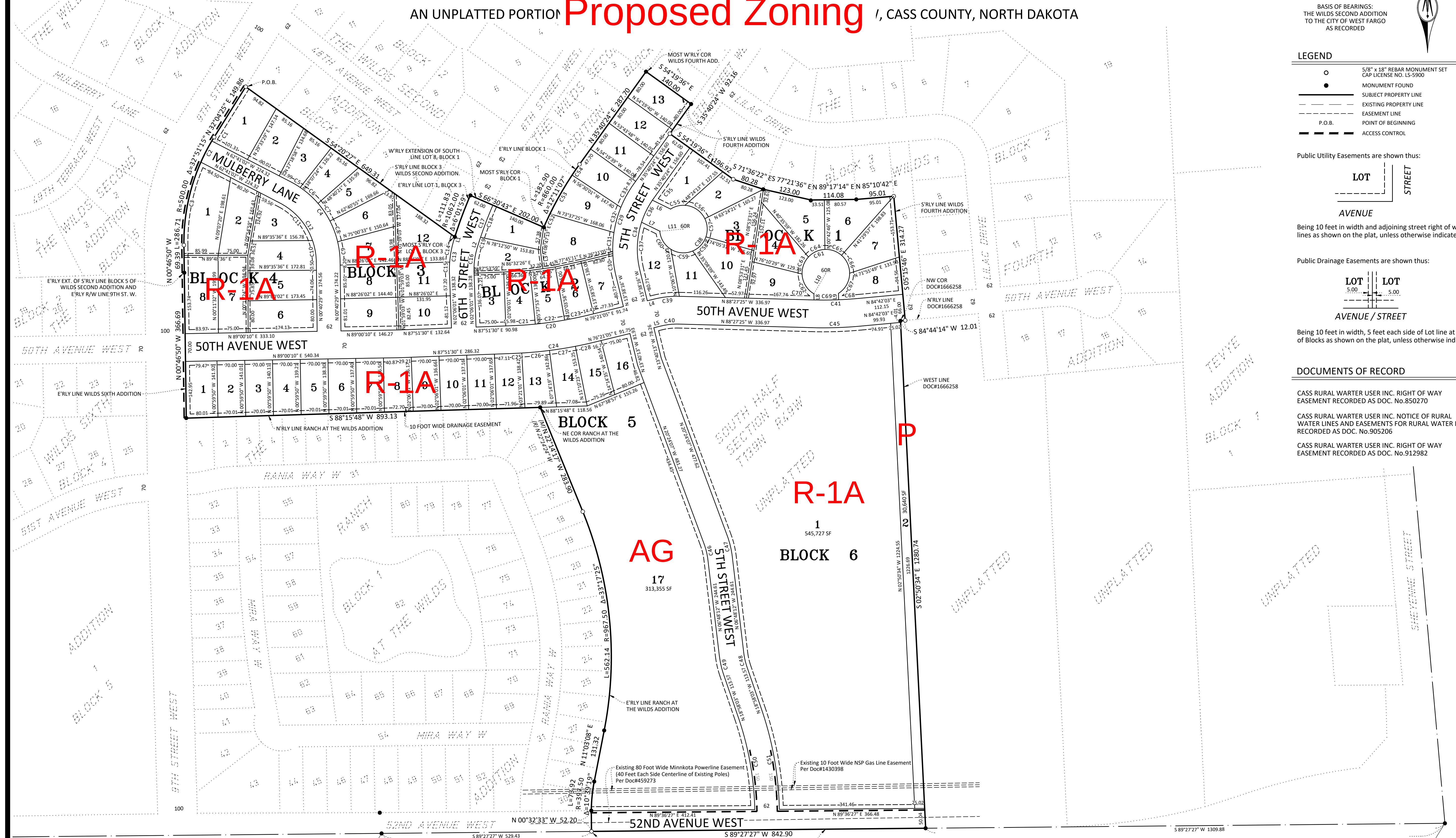
Being 10 feet in width, 5 feet each side of Lot line at center of Blocks as shown on the plat, unless otherwise indicated.

DOCUMENTS OF RECORD

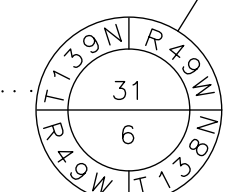
CASS RURAL WARTER USER INC. RIGHT OF WAY EASEMENT RECORDED AS DOC. No.850270

CASS RURAL WARTER USER INC. NOTICE OF RURAL WATER LINES AND EASEMENTS FOR RURAL WATER LINES RECORDED AS DOC. No.905206

CASS RURAL WARTER USER INC. RIGHT OF WAY EASEMENT RECORDED AS DOC. No.912982



PREPARED BY:
BOLTON & MENK



BLOCK 1
THE WILDS 7TH ADD.

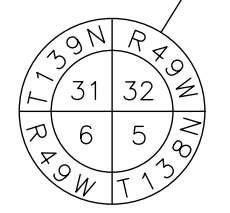
BLOCK 1
PONDEROSA 1ST SUB.

BLOCK 2
PONDEROSA 1ST SUB.

BLOCK 2
LOST

BLOCK 1
MEADOWS SUB.

preliminary



MEMORANDUM

TO: West Fargo Planning & Zoning Commission
FROM: Aaron Nelson, Planning Director *AN*
DATE: December 9, 2022
SUBJECT: Item 4 – Downtown Master Plan Project Initiation

As discussed at the November 8 Planning & Zoning Commission meeting, the City of West Fargo was awarded a \$100,000 placemaking planning grant from the State of North Dakota in order to undertake a downtown placemaking plan with the assistance of a 3rd party consultant in 2023. With this project, the City has the opportunity to expand the scope of study in order to develop a more wholistic master plan for downtown West Fargo, which has been identified as a priority. As such, staff is requesting formal approval to move forward with a request for proposals (RFP) to hire a professional consultant team to work with the City on the development of an updated downtown master plan.

Background:

The Sheyenne Street & Main Avenue Framework Study has served as the City's guiding plan for the downtown area since its creation in 2010-2011. That plan envisioned the revitalization of an aging auto-oriented commercial center that was struggling to compete with the changing market and demand trends of the region. It laid the groundwork and pointed the way for a number of catalytic changes for the downtown Sheyenne Street corridor, including an urban street redesign, high density mixed-use redevelopment, the establishment of the DMU (Downtown Mixed-Use) zoning district, and community activity space.

In 2018, the City adopted the West Fargo 2.0 Comprehensive Plan, which expanded upon many of the themes from the Framework Study and, with broad community input, further developed the community's vision for its downtown core. One of the eight overarching goals (or "Big Ideas") of the West Fargo 2.0 Plan is to "establish downtown as a cultural center for West Fargo."

At the September 13 Planning & Zoning Commission meeting, a discussion was held regarding an assessment of the City's future planning needs. This assessment identified the need for an updated downtown master plan as a "near term" priority, recognizing that the current Framework Plan is outdated and that the West Fargo 2.0 Plan identifies several initiatives relating to downtown that warrant further exploration. While the City has had some early success with redevelopment downtown, momentum has slowed as new issues emerge.

Proposal:

Because there is a need to establish an updated plan of action for downtown that addresses current conditions and issues, and because there would be significant cost savings in doing this work in conjunction with the downtown placemaking planning grant, staff recommends initiating a downtown master planning project which would encompass a broader scope of work beyond the topic of placemaking. Attached is a general summary of the proposed downtown master plan project. In addition

to the \$100,000 planning grant, staff recommends the allocation of \$80,000 in City funding for the development of a downtown master plan, for a total project budget of \$180,000.

As per direction from the City Commission on December 5, staff will continue to solicit feedback regarding the potential scope of this study prior to further consideration by the City Commission. In addition to other targeted outreach, the general public is invited to continue to provide thoughts and feedback on the City website, at: <https://www.westfargond.gov/CommunityVoice>.

Suggested Motion:

“To recommend the City Commission direct staff to draft and publish a request for proposals for the development of a downtown master plan and to otherwise initiate this project.”

Attachment

DRAFT Downtown Master Plan – Project Overview

December 8, 2022

Project Abstract:	The purpose of this project is to partner with a qualified multi-disciplinary consultant team to produce a Downtown Master Plan that will build upon the vision and goals of the City's Comprehensive Plan, define and respond to current conditions and issues, enhance downtown's sense of place, and guide public and private investment over the next 5-10 years. This effort will be funded, in part, through a \$100,000 State placemaking grant award. The project will be action oriented towards the continued transformation of downtown West Fargo into an iconic mixed-use center of urban activity and economic growth.
Purposes and Needs	• To confirm and refine the City's Vision for the future of Downtown West Fargo • To explore and to set into action the recommendations of the West Fargo 2.0 Comprehensive Plan in order to "Establish Downtown as a Cultural Center for West Fargo" • To establish a comprehensive parking and access strategy appropriate for an urban setting • To facilitate conversation amongst all stakeholders in order to build consensus and clarity around preferred strategy and associated action steps necessary to strengthen downtown. • To align and calibrate the City's economic development activities and incentives with the City's vision and goals for downtown. • To help build upon the City's branding efforts by enhancing downtown as a place that is authentically West Fargo's. • To guide the future growth of the downtown as a walkable mixed-use neighborhood that provides opportunities for all. • To activate the public realm through placemaking and public art. • To support and expand the capacity of the downtown business community. • To revitalize aging and blighted properties and to encourage infill investment into downtown. • To manage the growth and change of downtown in a manner compatible with adjacent land-uses and existing conditions. • To explore opportunities for civic facilities and spaces.
Project Outcomes:	The project team will produce a downtown master plan that translates the priorities of the community into specific, attainable, implementation steps to guide the continued development of downtown West Fargo. The planning process will build consensus amongst City leaders and partner stakeholders in order to bring clarity to the development strategy necessary to achieve the community's vision for a strong and vibrant city center. • An updated community vision for downtown West Fargo • A framework for future decision making, including land-use and incentive decisions • An iconic downtown that is the cultural center of the City • Identification of a preferred approach to parking management, and supporting detail regarding next steps.

	• A framework and process for the creation and support of public art and placemaking • An understanding of market conditions relevant to downtown growth, development, and business activity • Increased business, activity, and private investment in downtown • A sustainable and self-sufficient downtown business association • A clear understanding by all stakeholders of the actions and steps necessary to implement the plan
Plan Focus Areas:	1. Placemaking (including Urban Design, Activity, & Public Art). A portion of this project is being funded through a Placemaking Planning Grant that the City has received from the State in order to develop a placemaking plan for downtown West Fargo. The City desires to create this downtown placemaking plan as part of this larger downtown master planning effort. 2. Business & Economic Development. In recent years, the City has seen some success in the redevelopment of downtown through investment in a new urban streetscape, construction of several mixed-use buildings, a downtown plaza, and the formation of a downtown business association. However, additional advancement and redevelopment has slowed, with many properties and storefronts remaining vacant. The City is interested in exploring the market dynamics at play and working to build upon early success in order to drive additional development investment and business growth. 3. Parking & Access. Lack of parking availability is often cited as a deterrent to visitors and potential developers alike. The City is interested in exploring potential short- and long-term parking solutions (including the potential for public parking) which are appropriate for a walkable urban environment. Alternative modes of transportation may also be explored in conjunction with parking. 4. Infill, Redevelopment, & Land Use. As downtown West Fargo redevelops from a low intensity auto-oriented commercial strip to a walkable mixed-use district, it faces unique contextual challenges as new development infills adjacent to core residential neighborhoods, a US Highway, and an assortment of aging commercial/industrial buildings. Additionally, previous planning efforts have identified opportunities for civic buildings and spaces downtown. The City would like to identify likely development scenarios in order to be better positioned to manage the growth of downtown. 5. Other Plan Elements. In addition to the focus areas listed above, the process will include a number of plan elements that will apply to the project in general, such as robust public and stakeholder participation, project management in coordination with a project steering committee, and emphasis on plan implementation through identification of specific action steps.

Study Area	Primary Focus: Sheyenne St (Main Ave to 7th Ave) and Main Ave (River to 1st St) Secondary Focus: Surrounding blocks & nearby amenities (River, Library, Park Facilities, etc.)
Anticipated Timeline:	• Dec 2022 – Project scoping and initiation • Jan 2023 – Publication of request for proposals (RFP) • Q1 2023 – Consultant selection & contracting • Q2 2023 – Project kick-off & consultant-lead planning process • Q3 2023 – Planning process continues & substantial completion of placemaking element • Oct 1, 2023 – Deadline for expenditure of placemaking grant funds • Q4 2023 – Project completion
Feedback & Questions:	<u>Please contact the West Fargo Planning Department with any feedback or input you would like to share as staff works to further develop and refine the project details and proposed focus areas.</u> West Fargo Planning Department Attn: Malachi Petersen 800 4th Ave E. Suite 1 West Fargo, ND 58078 Phone: (701) 515-5370 Email: Malachi.Petersen@westfargond.gov