



West Fargo City Commission Meeting
Wednesday July 5, 2017
Commission Chambers 5:30 PM

- A. Pledge of Allegiance
- B. Approve Order of Agenda
- C. Approval of Minutes – June 19, 2017 (Pages 3-7)
- D. Approval of Minutes – June 23, 2017 (Page 17)
- E. Building Permits

Consent Agenda – Approve the Following:

- a. Bills
- b. Resolution Approving Contract and Contractor's Bond in Street Improvement District No. 2241. (Pages 18-19)
- c. Approve Plans & Specs for Sewer, Water, Storm and Street Improvement District No. 1305; Authorize Ad for Bids for Sewer, Water, Storm and Street Improvement District No. 1305. (Page 20)
- d. Approve Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1304. (Pages 21-22)
- e. New liquor license application for New Perspective Senior Living at 645 33rd Avenue E; order background check and schedule a public hearing, on August 7, 2017, at 5:30 pm. (Pages 23-37)

Regular Agenda

- 1. **5:30 pm Public Hearing:** Petition Vacation of Eaglewood Fifth Addition – **John Shockley** (Page 38)
- 2. **5:30 pm Hold First Reading and Public Hearing:** Zoning Ordinance Amendment pertaining to total square footage of freestanding signs. – **Larry Weil** (Pages 39-48)
- 3. **5:30 pm Hold First Reading and Public Hearing:** Rezoning for Highland Meadows 2nd Addition – **Larry Weil** (Pages 49-56)
- 4. **5:30 pm Hold First Reading and Public Hearing:** Replat and Rezoning for Oak Ridge 13th Addition. – **Tim Solberg** (Pages 57-63)
- 5. **5:30 pm Hold First Reading and Public Hearing:** for rezoned Oak Ridge 11th – **Tim Solberg** (Page 64)
- 6. **5:30 pm Hold First Reading and Public Hearing:** Rezoning for North Pond at the Preserve 10th Addition – **Tim Solberg** (Pages 65-70)
- 7. **Second Reading:** Rezoning, Approval of Land Use Plan Amendment and Final Plat Approval for Gateway West Addition – **Tim Solberg** (Pages 71-87)
- 8. Review bid tab for Storm Improvement Project No. 4062 – **Dustin Scott** (Pages 88-97)



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9. Change Order for Improvement Project No. 1297 – **Dustin Scott** (Pages 98-107)
10. **Second Reading:** Annexation for proposed River's Bend at the Preserve 4th Addition – **Larry Weil** (Page 108)
11. 29th Avenue traffic calming – **Tina Fisk**
12. Report from the City Administrator
13. Non-Agenda Items
14. Correspondence
15. Adjourn



West Fargo City Commission Meeting
Monday June 19, 2017
Commission Chambers 5:30 PM

The West Fargo City Commission met on Monday June 19, 2017, at 5:30 pm. Those present were Rich Mattern, Duane Hanson, Mark Simmons, Mark Wentz and Mike Thorstad. The President of the Board Rich Mattern called the meeting to order.

The Pledge of Allegiance was recited.

Commissioner Mattern advised that a re-approval of the plat for River's Bend at the Preserve 4th Addition will be added to the Consent Agenda. Commissioner Wentz moved and Commissioner Hanson seconded to approve the order of agenda. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Wentz seconded to approve the minutes of June 5, 2017. No opposition. Motion carried.

Commissioner Mattern welcomed a Boy Scout member from Troop #213.

The Commission reviewed building permit numbers 267-421, the Building Department Activity Reports dated June 5 & June 19, 2017, and the May 2016/2017 Building Department Monthly Comparison Report.

The Auditor Reports were reviewed without any questions.

Commissioner Thorstad moved and Commissioner Hanson seconded to approve the following items from the Consent Agenda:

- a. Bills
- b. May Payroll Checklist
- c. Games of Chance for Kristi Engelstad Benefit. Games Conducted: Raffle on 06/22/17, at Lutheran Church of the Cross, 1402 16th Street E.
- d. Games of Chance for Blessed Sacrament Catholic Church. Games Conducted: Bingo, Raffle and Calendar Raffle on 07/01/17 to 06/30/18, at Blessed Sacrament Catholic Church, 210 5th Avenue W.
- e. Gaming Site Authorization for the North Dakota Association for the Disabled, Inc. Games Conducted: Pull Tab Dispensing Device on 7/1/17 to 6/30/18, at Blvd Pub, Inc. 3147 Bluestem Drive.
- f. Schedule first reading and public hearing at 5:30 pm on July 5, 2017, for an ordinance amendment to allow for increased total sign area for individual and multi-tenant on premise freestanding sign area size along the Main Avenue corridor.

- g. Schedule first reading and public hearing at 5:30 pm on July 5, 2017, for the rezoning of Highland Meadows 2nd Addition from A: Agricultural to R-1SM: Mixed One & Two Family Dwellings.
- h. Schedule first reading and public hearing at 5:30 pm on July 5, 2017, for the rezoning of North Pond at the Preserve 10th Addition from A: Agricultural to C: Light Commercial.
- i. Approve Engineer's Report for Sewer, Water, Storm and Street Improvement District No. 1305; and Authorize preparation of Plans & Specs.
- j. Pledging of Assets.
- k. Re-approval of the plat for River's Bend at the Preserve 4th Addition.

No opposition. Motion carried.

Planning and Community Development Director Larry Weil and Julie Bommelman with the Metropolitan Area Transit also appeared before the Commission regarding a public hearing for proposed changes to the West Fargo Transit Route. A public hearing was held. There was no public comment and the hearing was closed. Discussion involved cost being mileage driven vs. ridership, and contract terms. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to accept the agreement, and to direct the Planning and Community Development Director Larry Weil to gather data on ridership, and re-evaluate contract cost once the data becomes available. No opposition. Motion carried.

Residents Almir Jupic of 1985 Burlington Drive, Michael Syvertson of 1973 Burlington Drive and Public Works Director Chris Brungardt appeared before the Commission regarding the existing fountain in the Burlington Addition, and the need for continuing maintenance and upkeep. After discussion, it was suggested for them to have a neighborhood meeting, and petition the neighborhood to request a special assessment in order to fund the repairs and parts needed for the fountain. There was no motion before the Commission.

Finance Director Aaron Mitchell and Stephen Luogon of the African Rainforest appeared before the Commission regarding the African Rainforest Liquor License. Discussion involved the type of license Mr. Luogon applied for and that no one under 21 is allowed in the facility, and due to the square footage of the facility the maximum capacity is under 50 occupants. Mr. Luogon agreed that he understood. Commissioner Simmons moved and Commissioner Hanson seconded to approve the liquor license. Commissioner Wentz abstained from the vote. No opposition. Motion carried.

City Attorney John Shockley and City Administrator Tina Fisk appeared before the Commission regarding the Satisfaction under Developer's Incentive Agreement. Due to the success of Costco, the City sales tax revenue collected has provided an opportunity for the City to pay off the incentive agreement ahead of schedule saving on the interest

that will accrue. After brief discussion, Commissioner Simmons moved and Commissioner Wentz seconded to use the sales tax revenue to pay off the incentive agreement, as recommended. No opposition. Motion carried.

Commissioner Mattern discussed the request from the Visitor Committee to change the current name to the West Fargo Tourist and Event Committee. The committee will focus on planning and implementing community events. Commissioner Mattern also requested the Commission to consider Rachael Carriveau of the DoubleTree by Hilton, as a replacement for city employee Kathy Lewin, to avoid conflict of interest based on the role that Kathy has with planning and implementing community events.

Commissioner Hanson moved and Commissioner Thorstad seconded to rename the Visitor Committee to the West Fargo Tourist and Event Committee; and to accept Rachael Carriveau, as the newest member. No opposition. Motion carried.

Building Code Administrator/Inspector Mark Housh appeared before the Commission regarding the first reading of the Code Ordinances. After brief discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to place the Code Ordinances on first reading. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission regarding an amendment to the General Plan for Urban Renewal and Urban Development. The basis for the approval would be to promote commercial or mixed use development of areas that are undeveloped and/or not performing adequately. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded. Commissioners Hanson, Wentz, Mattern and Simmons voted aye. Commissioner Thorstad voted no. Motion carried.

Public Works Director Chris Brungardt and Scott Middaugh of KJL presented to the Commission an update on the Sheyenne Street Reconstruction Alternatives. There was no motion before the Commission, the presentation was for informational purposes only.

Senior Planner Tim Solberg appeared before the Commission regarding a Conditional Use Permit for a concrete batch plant operation and stockpiling of materials for supply and delivery of cement to local projects. After discussion, Commissioner Wentz moved and Commissioner Hanson seconded to approve the Conditional Use Permit subject to the condition listed in the staff report. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission regarding a Planned Unit Development Amendment to reduce rear yard setback within CO: Corridor Overlay district. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the Planned Unit Development Amendment subject to the conditions listed in the staff report. No opposition. Motion carried.

Senior Planner Tim Solberg appeared before the Commission regarding the second reading of the replat, rezoning of Eaglewood 6th Addition, from R-2: Limited Multiple Dwellings to R-1SM: Mixed One & Two Family Dwellings & Land Use Plan Amendment from Medium Density to Low Density Residential. After discussion, Commissioner Hanson moved and Commissioner Simmons seconded to place the replat, rezoning of Eaglewood 6th Addition on second reading, and approve the Land Use Plan Amendment and Final Plat subject to conditions listed in the staff report. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission regarding the second reading of the rezoning of the Wilds 9th Addition, Subdivision, from Agricultural to R-1: One & Two Family Dwellings and P: Public Facilities & Land Use Plan Amendment to establish the area to be designated for low density residential development. After discussion, Commissioner Thorstad moved and Commissioner Hanson seconded to place the rezoning of the Wilds 9th Addition on Second Reading, and approve the Land Use Plan Amendment and Final Plat subject to conditions listed in the staff report. No opposition. Motion carried.

Senior Planner Tim Solberg and Mark Johnson with Fargo Hot Spring appeared before the Commission regarding proposed murals that Fargo Hot Spring would like painted on the side of their building. Staff and City Attorney are requesting the Commission to make an interpretation to ensure they will not be challenged with the mural being considered a "sign" and therefore not permitted under City Sign Regulations. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded that the proposed mural is considered a sign. Commissioner Mattern and Commissioner Hanson voted that the mural is not considered a sign. Commissioner Thorstad abstained from the vote. A quorum was not met, therefore the motion failed. The Commission recommended that the City Sign Regulations be updated to include murals, and brought back to the Commission for review.

City Engineer Dustin Scott appeared before the Commission in regards to awarding the contract for Storm Improvement District No. 4060 to CC Steel, LLC for their General Construction bid of \$1,474,806.55 and John's Refrigeration & Electric, Inc. for their Electrical Construction bid of \$348,400.00. Commissioner Simmons moved and Commissioner Hanson seconded to award the contract to CC Steel, LLC for their General Construction bid of \$1,474,806.55 and John's Refrigeration & Electric, Inc. for their Electrical Construction bid of \$348,400.00. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission regarding the 2017-2018 Liquor License Applications. Currently, the background checks are not completed but the other requirements of licensing have been met. After discussion, Commissioner Thorstad moved and Commissioner Hanson seconded to approve the liquor licenses contingent on background checks are clear. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission regarding the Administrator Report and reported the following:

- CVB Mixer at the Element Hotel on Thursday starting at 4:30.
- Working on land acquisition for the Sheyenne Project.
- Working on staff recommendation for the Police Chief position, and will plan a special meeting for discussion.

There was no correspondence.

Commissioner Simmons moved and Commissioner Wentz seconded to adjourn the meeting. No opposition. Meeting was adjourned.

Rich Mattern
President of the Board

Tina Fisk
City Auditor

06/20/17
14:26:33

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 6/17

Page: 1 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
73926	S	2499 FM CONVENTION & VISITORS BUREAU	9934.13	06/20/17			
						CL 73011	9934.13
73927	S	2499 FM CONVENTION & VISITORS BUREAU	4967.07	06/20/17			
						CL 73012	4967.07
73928	S	489 3-D SPECIALITIES	349.94	06/20/17			
						CL 73057	349.94
73929	S	2646 4IMPRINT	263.15	06/20/17			
						CL 73135	263.15
73930	S	289 ACME TOOLS	1575.18	06/20/17			
						CL 72975	946.98
						CL 73009	479.90
						CL 73091	148.30
73931	S	779 AGASSIZ SEED COMPANY	247.50	06/20/17			
						CL 73070	247.50
73932	S	2742 AMBASSADOR INC	7218.59	06/20/17			
						CL 73085	7218.59
73933	S	317 AMERICAN WELDING & GAS, INC.	108.53	06/20/17			
						CL 73068	108.53
73934	S	2838 ANNIE BURTHOLD	231.66	06/20/17			
						CL 73108	231.66
73935	S	1403 BLUE TARP FINANCIAL, INC	204.97	06/20/17			
						CL 72990	204.97
73936	S	1058 BLUESTEM MEDIA LLC	200.00	06/20/17			
						CL 73082	200.00
73937	S	3025 BONANZAVILLE	5000.00	06/20/17			
						CL 73201	5000.00
73938	S	26 BORDER STATES ELECTRIC SUPPLY	5065.17	06/20/17			
						CL 73030	591.11
						CL 73040	3954.49
						CL 73061	291.57
						CL 73150	228.00
73939	S	73 BRAUN INTERTEC	47581.00	06/20/17			
						CL 73027	11902.50
						CL 73090	35678.50
73940	S	263 BRENAN'S CLEANERS	34.60	06/20/17			
						CL 73118	34.60
73941	S	16 BROKERAGE PRINTING	202.25	06/20/17			
						CL 73007	36.75
						CL 73138	165.50
73942	S	999999 BRYAN GEFROH	190.00	06/20/17			
						CL 73185	190.00
73943	S	351 BUSINESS ESSENTIALS	590.74	06/20/17			
						CL 73018	5.20
						CL 73039	62.28
						CL 73139	157.08
						CL 73154	8.41
						CL 73202	43.30
						CL 73204	314.47

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
73944	S	2660 CASEY'S GENERAL STORE INC	177.19	06/20/17			
73945	S	51 CASS COUNTY ELECTRIC COOP	35246.80	06/20/17		CL 73144	177.19
73946	S	1512 CDW GOVERNMENT, INC	30.52	06/20/17		CL 73156	35246.80
73947	S	56 CENTRE, INC.	350.00	06/20/17		CL 73200	30.52
73948	S	1777 CENTURY LINK	224.54	06/20/17		CL 73196	350.00
73949	S	999999 CHELSEA LEVORSEN	190.00	06/20/17		CL 72971	224.54
73950	S	52 CHIEF SUPPLY COMPANY	178.37	06/20/17		CL 73179	190.00
73951	S	2097 CITI LITES	8129.50	06/20/17		CL 73136	178.37
73952	S	2401 CITIES DIGITAL	3683.33	06/20/17		CL 73083	8129.50
73953	S	111 CITY OF FARGO	62770.61	06/20/17		CL 73084	3683.33
73954	S	2880 CITY OF FARGO	295885.25	06/20/17		CL 72967	45281.01
						CL 73045	420.00
						CL 73110	17069.60
73955	S	287 CITY OF MOORHEAD	70.00	06/20/17		CL 72966	8.50
						CL 72983	295876.75
73956	S	3021 CIVICPLUS	18973.98	06/20/17		CL 73140	70.00
73957	S	999999 CODY DOOM	190.00	06/20/17		CL 73111	18973.98
73958	S	229 CONSOLIDATED COMMUNICATIONS	1402.19	06/20/17		CL 73186	190.00
73959	S	2403 CRAIG DANIELSON	401.00	06/20/17		CL 73013	1402.19
73960	S	24 CULLIGAN WATER CONDITIONING	30.00	06/20/17		CL 73115	401.00
73961	S	65 CURTS LOCK & KEY	135.00	06/20/17		CL 73041	30.00
73962	S	91 DAKOTA FENCE CO.	182.04	06/20/17		CL 73075	135.00
73963	S	1675 DAKOTA FLUID POWER, INC	300.13	06/20/17		CL 72984	60.00
						CL 73097	122.04
73964	S	79 DAKOTA HOSE & EQUIP	33.15	06/20/17		CL 72998	181.59
						CL 73071	118.54
						CL 72991	15.00
						CL 72997	18.15

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
73965	S	624 DAKOTA SUPPLY GROUP	8557.56	06/20/17	_____	CL 73001 CL 73032 CL 73051 CL 73096 CL 73155	5356.13 252.35 1066.53 249.65 1632.90
73966	S	87 DAKOTA TIRE	124.00	06/20/17	_____	CL 73052	124.00
73967	S	999999 DAVE FERGUSON	190.00	06/20/17	_____	CL 73176	190.00
73968	S	856 DAVE'S WEST FARGO TIRE	375.25	06/20/17	_____	CL 73034 CL 73133	165.90 209.35
73969	S	2813 DAVID GUST	120.00	06/20/17	_____	CL 73162	120.00
73970	S	807 DISCOVERY BENEFITS, INC.	415.75	06/20/17	_____	CL 73017	415.75
73971	S	2100 EAGLE RUN CROSSING LLC	56.58	06/20/17	_____	CL 72976	56.58
73972	S	3023 ENFORCEMENT TECHNOLOGY GROUP, INC.	1499.95	06/20/17	_____	CL 73146	1499.95
73973	S	2862 ESSENTIA HEALTH	968.50	06/20/17	_____	CL 73119 CL 73122	149.00 819.50
73974	S	140 F-M AMBULANCE SERVICE	780.00	06/20/17	_____	CL 73132	780.00
73975	S	1851 F/S MANUFACTURING INC	13.38	06/20/17	_____	CL 72985	13.38
73976	S	660 FARGO FREIGHTLINER	584.84	06/20/17	_____	CL 73046	584.84
73977	S	144 FARMERS BROTHERS COFFEE	110.30	06/20/17	_____	CL 73044	110.30
73978	S	329 FERGUSON WATERWORKS #2516	3660.57	06/20/17	_____	CL 73048	3660.57
73979	S	104 FORUM COMMUNICATIONS	3940.45	06/20/17	_____	CL 73022 CL 73026 CL 73107 CL 73125	605.88 240.57 2580.00 514.00
73980	S	1857 G & K SERVICES - FARGO	77.44	06/20/17	_____	CL 73056	77.44
73981	S	156 GENERAL EQUIP & SUPPLIES	548.71	06/20/17	_____	CL 73025	548.71
73982	S	2558 GOODYEAR COMMERCIAL TIRE	1522.54	06/20/17	_____	CL 72977 CL 72978 CL 73049 CL 73157	29.85 461.31 412.42 618.96

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
73983	S	556 GRAINGER, INC.	49.69	06/20/17	_____	CL 72992 CL 73104	36.60 13.09
73984	S	939 GRAYBAR	2197.50	06/20/17	_____	CL 73055 CL 73074	1020.00 1177.50
73985	S	2877 GREATAMERICA FINANCIAL SERVICES	881.14	06/20/17	_____	CL 73002 CL 73205	704.51 176.63
73986	S	135 HAWKINS WTR TREATMENT	2625.75	06/20/17	_____	CL 73008	2625.75
73987	S	358 HUBERT OYE-SONS CONST.	822.48	06/20/17	_____	CL 73006	822.48
73988	S	687 INFORMATION TECHNOLOGY DEPT	659.05	06/20/17	_____	CL 73126	659.05
73989	S	233 J & L SPORTS	35.00	06/20/17	_____	CL 73005	35.00
73990	S	999999 JAMES RESTEMAYER	190.00	06/20/17	_____	CL 73178	190.00
73991	S	2872 JANA REINKE	120.00	06/20/17	_____	CL 73167	120.00
73992	S	999999 JENNA IWUCHUKURI	190.00	06/20/17	_____	CL 73188	190.00
73993	S	40 JIM BROWNLEE	120.00	06/20/17	_____	CL 73160	120.00
73994	S	2055 JOBS HQ	999.00	06/20/17	_____	CL 73019	999.00
73995	S	2747 JOE KOLB	150.00	06/20/17	_____	CL 73164	150.00
73996	S	999999 JORDAN JOHNSON	190.00	06/20/17	_____	CL 73182	190.00
73997	S	999999 JUSTIN LINDTEIGEN	190.00	06/20/17	_____	CL 73187	190.00
73998	S	2735 KADRMAS, LEE & JACKSON, INC	5581.00	06/20/17	_____	CL 73081	5581.00
73999	S	2305 KEEPRS, INC.	395.57	06/20/17	_____	CL 73113	395.57
74000	S	2752 KOST MATERIALS, LLC	1567.00	06/20/17	_____	CL 73054 CL 73092	561.00 1006.00
74001	S	2196 L3 MOBILE-VISION, INC	4719.00	06/20/17	_____	CL 73117	4719.00
74002	S	767 LASER SYSTEMS	1976.47	06/20/17	_____	CL 72969	1976.47
74003	S	705 LAWSON PRODUCTS	183.01	06/20/17	_____	CL 73003	183.01
74004	S	2363 LEROY JOHNSON	180.00	06/20/17	_____	CL 73163	180.00

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
74005	S	999999 LINDSAY LANDRY	190.00	06/20/17			
						CL 73183	190.00
74006	S	301 MACS INC	14.99	06/20/17			
						CL 73067	14.99
74007	S	2643 MARCO'S PIZZA	191.75	06/20/17			
						CL 73123	191.75
74008	S	318 MARSHALL & SWIFT	1339.95	06/20/17			
						CL 73137	1339.95
74009	S	656 MASTER CONSTRUCTION	421553.24	06/20/17			
						CL 73190	134082.43
						CL 73191	287470.81
74010	S	3014 MELISSA RICHARD	1702.30	06/20/17			
						CL 73014	1043.28
						CL 73197	659.02
74011	S	299 MENARDS	757.63	06/20/17			
						CL 73077	324.33
						CL 73078	276.72
						CL 73079	75.23
						CL 73093	22.71
						CL 73103	21.72
						CL 73159	36.92
74012	S	999999 MICHAEL GRAF	190.00	06/20/17			
						CL 73184	190.00
74013	S	999999 MICHEL SPIESE	190.00	06/20/17			
						CL 73173	190.00
74014	S	999999 MIKE JOHANNECK	380.00	06/20/17			
						CL 73172	380.00
74015	S	2753 MOUNTAIN PLAINS YOUTH SERVICES/YOUTHWORK	12500.00	06/20/17			
						CL 73127	12500.00
74016	S	298 MVTL LABORATORIES	1107.00	06/20/17			
						CL 72993	944.00
						CL 73069	163.00
74017	S	1022 ND DEPT OF HEALTH	670.89	06/20/17			
						CL 73038	670.89
74018	S	281 NDACO RESOURCES GROUP	423.00	06/20/17			
						CL 73128	423.00
74019	S	911 NDPOA	1020.00	06/20/17			
						CL 73112	990.00
						CL 73148	30.00
74020	S	364 NELSON INTERNATIONAL	260.26	06/20/17			
						CL 73153	260.26
74021	S	271 NETWORK CENTER COMMUNICATIONS	497.50	06/20/17			
						CL 73109	497.50
74022	S	141 NORTH STAR SAFETY, INC	19156.97	06/20/17			
						CL 73099	19156.97
74023	S	1017 O'KEEFFE, O'BRIEN, LYSON & FOSS LTD	4500.00	06/20/17			
						CL 73203	4500.00

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
74024	S	1774 O'REILLY AUTOMOTIVE STORES, INC	1498.27	06/20/17	_____	CL 73029 CL 73066	1213.42 284.85
74025	S	352 OK TIRE	696.56	06/20/17	_____	CL 72989 CL 73035 CL 73152	639.06 22.50 35.00
74026	S	399 OLYMPIC SALES	258.50	06/20/17	_____	CL 73043	258.50
74027	S	631 ONE CALL CONCEPT	965.65	06/20/17	_____	CL 73047	965.65
74028	S	359 OVERHEAD DOOR COMPANY	1075.00	06/20/17	_____	CL 73023	1075.00
74029	S	999999 PETE ROLLER	190.00	06/20/17	_____	CL 73180	190.00
74030	S	563 PETRO SERVE USA	22460.64	06/20/17	_____	CL 72979 CL 72980 CL 72982 CL 73033 CL 73094 CL 73095 CL 73101 CL 73120 CL 73143 CL 73149	415.92 163.08 385.35 40.05 107.91 111.43 104.91 20773.95 257.02 101.02
74031	S	384 PITNEY BOWES	764.25	06/20/17	_____	CL 72981 CL 73124	345.03 419.22
74032	S	411 POWER PLAN OIB	348.25	06/20/17	_____	CL 72988 CL 73036	207.14 141.11
74033	S	3003 PRECISE MRM LLC	60.00	06/20/17	_____	CL 73024	60.00
74034	S	1295 PRO-WEST & ASSOCIATES, INC	1393.35	06/20/17	_____	CL 73086	1393.35
74035	S	1166 PRODUCTIVITY PLUS ACCOUNT	1667.68	06/20/17	_____	CL 72994 CL 72995 CL 73031 CL 73062	154.24 1042.10 311.62 159.72
74036	S	1253 PROTECTION SYSTEMS, INC	120.00	06/20/17	_____	CL 73129	120.00
74037	S	999999 REBECCA CARPENTER	190.00	06/20/17	_____	CL 73181	190.00
74038	S	2549 RUSTY GOOSE DEVELOPMENT, LLLP	465468.26	06/20/17	_____	CL 72964	465468.26

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
74039	S	452 SAM'S CLUB	473.31	06/20/17	_____	CL 72987 CL 73073	301.96 171.35
74040	S	437 SANDY'S DONUTS	223.30	06/20/17	_____	CL 73134	223.30
74041	S	454 SANITATION PRODUCTS	96.78	06/20/17	_____	CL 73037	96.78
74042	S	999999 SATHISH VENKATACHALEM	300.00	06/20/17	_____	CL 73170	300.00
74043	S	2225 SCHNEIDER ELECTRIC	310.00	06/20/17	_____	CL 73100	310.00
74044	S	2512 SCOTT DIAMOND	150.00	06/20/17	_____	CL 73161	150.00
74045	S	2873 SHANE LEBAHN	180.00	06/20/17	_____	CL 73165	180.00
74046	S	438 SHOTWELLS	1659.15	06/20/17	_____	CL 73000 CL 73072	800.00 859.15
74047	S	1081 SOUTHEAST CASS WATER RESOURCE DISTRICT	9327.60	06/20/17	_____	CL 73106	9327.60
74048	S	999999 SPIRE CONSTRUCTION	77.00	06/20/17	_____	CL 73102	77.00
74049	S	3020 STAKING UNIVERSITY	645.00	06/20/17	_____	CL 73050	645.00
74050	S	38 STRATA CORPORATION	5504.55	06/20/17	_____	CL 72972 CL 73151	4008.94 1495.61
74051	S	88 STREICHER'S	379.90	06/20/17	_____	CL 73141	379.90
74052	S	733 SWANSTON EQUIPMENT CORP.	6960.00	06/20/17	_____	CL 72973 CL 73010	3060.00 3900.00
74053	S	634 SWEENEY CONTROLS COMPANY	1548.30	06/20/17	_____	CL 72996	1548.30
74054	S	890 TCC MATERIALS	1100.64	06/20/17	_____	CL 73042	1100.64
74055	S	792 TERRY STYF	45.35	06/20/17	_____	CL 73114	45.35
74056	S	1156 TESSMAN	526.05	06/20/17	_____	CL 73076	526.05
74057	S	1900 THE UPS STORE #5998	11.50	06/20/17	_____	CL 72986	11.50
74058	S	999999 TIM HANSON	190.00	06/20/17	_____	CL 73174	190.00
74059	S	999999 TIM HOYE	300.00	06/20/17	_____	CL 73171	300.00
74060	S	812 TIM RUNCORN	358.46	06/20/17	_____	CL 73116	358.46

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
74061	S	2217 TINA FISK	514.67	06/20/17			
						CL 73206	514.67
74062	S	2213 TITAN MACHINERY, INC.	9055.40	06/20/17			
						CL 72968	9055.40
74063	S	1674 TOM MCDOUGALL	180.00	06/20/17			
						CL 73166	180.00
74064	S	2952 Town Planning & Urban Design Collaborati	16926.65	06/20/17			
						CL 72970	10020.00
						CL 73198	6906.65
74065	S	999999 TUSHAR AGRAWAL	190.00	06/20/17			
						CL 73175	190.00
74066	S	665 TWIN CITY GARAGE DOOR	240.00	06/20/17			
						CL 73065	240.00
74067	S	999999 TYLER ANDERSON	190.00	06/20/17			
						CL 73189	190.00
74068	S	1049 ULTRAMAX	5392.00	06/20/17			
						CL 73142	5392.00
74069	S	784 UNITED POWER EQUIPMENT	328.21	06/20/17			
						CL 73063	118.69
						CL 73064	209.52
74070	S	2478 VALLI	6980.10	06/20/17			
						CL 73015	6426.19
						CL 73016	553.91
74071	S	1267 VERIZON WIRELESS	7724.39	06/20/17			
						CL 73131	91.26
						CL 73147	7633.13
74072	S	300 VERNA MANGIN	300.00	06/20/17			
						CL 72965	300.00
74073	S	2436 VISA FINANCE	1833.59	06/20/17			
						CL 73060	1833.59
74074	S	2439 VISA IT	6079.79	06/20/17			
						CL 73058	6079.79
74075	S	2438 VISA PLANNING	103.80	06/20/17			
						CL 73004	103.80
74076	S	2435 VISA POLICE	1222.14	06/20/17			
						CL 73169	1222.14
74077	S	2423 VISA PW	2330.50	06/20/17			
						CL 73053	2330.50
74078	S	1346 VISTO'S TRAILER SALES	31.94	06/20/17			
						CL 72999	31.94
74079	S	3024 WARD MUSCATELL AUTOMOTIVE	25900.00	06/20/17			
						CL 73199	25900.00
74080	S	2740 WASTE MANAGEMENT OF WI-MN	56445.70	06/20/17			
						CL 73059	2973.29
						CL 73087	53472.41
74081	S	686 WDAY	42.00	06/20/17			
						CL 73121	42.00

06/20/17
14:26:33

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 6/17

Page: 9 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
74082	S	2945 WEST FARGO AREA COMMUNITY PROGRAM	500.00	06/20/17	_____	CL 73089	500.00
74083	S	566 WEST FARGO PARK DISTRICT	395391.47	06/20/17	_____	CL 72974	395391.47
74084	S	2184 WEST SIDE STEEL	513.94	06/20/17	_____	CL 73028	341.03
						CL 73158	172.91
74085	S	569 WF ANIMAL HOSPITAL	1604.00	06/20/17	_____	CL 73130	1604.00
74086	S	3022 WINDOW TINT PROS AND AUTOMOTIVE ACCESSOR	129.00	06/20/17	_____	CL 73145	129.00
74087	S	338 XCEL ENERGY	25188.22	06/20/17	_____	CL 73020	61.60
						CL 73021	30.43
						CL 73168	25096.19
Total for Claim Checks			2119621.85				
Count for Claim Checks			162				

of Checks: 162 Total: 2119621.85



West Fargo City Commission Meeting
Friday June 23, 2017
Commission Chambers 8:00 AM

The West Fargo City Commission met on Friday June 23, 2017, at 8:00 am. Those present were Rich Mattern, Mark Simmons, Mark Wentz and Mike Thorstad. Duane Hanson was present via phone. The President of the Board Rich Mattern called the meeting to order.

The Pledge of Allegiance was recited.

City Administrator Tina Fisk appeared before the Commission regarding a recommendation for the West Fargo Chief of Police position. It is her recommendation that Heith Janke be appointed as the West Fargo Chief of Police. Ms. Fisk is also requesting to have the approval to negotiate a package for him and have Mr. Janke formally appointed at the July 5th, 2017 Commission Meeting. After discussion, Commissioner Wentz moved and Commissioner Simmons seconded to approve the City Administrator to appoint Heith Janke as the Chief of Police for West Fargo and move forward with the negotiation process and to make the formal appointment at the July 5, 2017, Commission Meeting. No opposition. Motion carried.

City Administrator Tina Fisk appeared before the Commission regarding a Declaration of Emergency. There are repairs needed to the sewer force main at 4th Street E between 33rd and 35th Avenue. At this point, Dakota Underground was hired to repair but now there is a concern that the amount will be over the \$150,000 threshold, which will now require a Declaration of Emergency in order to continue the repair work. After brief discussion, Commissioner Simmons moved and Commissioner Thorstad seconded to approve the Declaration of Emergency for repairs. No opposition. Motion carried.

Commissioner Wentz moved and Commissioner Thorstad seconded to adjourn the meeting. No opposition. Meeting was adjourned.

Rich Mattern
President of the Board

Tina Fisk
City Auditor



**AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA**

*****PLEASE NOTE:** The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: John Shockley

2. PHONE NUMBER: 433-5310

DATE: 06/29/17

3. PLEASE BRIEFLY DESCRIBE YOUR REQUEST:

Proposed Resolution Approving Contract and Contractor's Bond in Street Improvement District No. 2241.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Consideration of the proposed Resolution Approving Contract and Contractor's Bond in Street Improvement District No. 2241

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND
IN STREET IMPROVEMENT DISTRICT NO. 2241

BE IT RESOLVED by the City Commission of the City of West Fargo, North Dakota, that it is hereby found, determined and declared that the contract heretofore entered into by and between the City of West Fargo and Dakota Underground Company is in full conformity with the law, including Section 40-22-36 of the North Dakota Century Code; that the contractor's bond of Dakota Underground Company heretofore received and filed with the City Auditor is in full conformity with the law including Section 48-02-06.2 of the North Dakota Century Code; and that the contract and contractor's bond are hereby approved.

Dated: July 5, 2017.

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote, the following commissioners voted aye: _____
_____. The following commissioners voted nay: none. The following commissioners were absent and not voting: _____.

The majority having voted aye, the motion carried and the resolution was duly adopted.



**AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA**

*****PLEASE NOTE:** The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: John Shockley

2. PHONE NUMBER: 433-5310

DATE: 06/29/17

3. PLEASE BRIEFLY DESCRIBE YOUR REQUEST:

Proposed Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1304.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Consideration of the proposed Resolution Approving Contract and Contractor's Bond in Sewer, Water, Storm and Street Improvement District No. 1304.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING CONTRACT AND CONTRACTOR'S BOND
IN SEWER, WATER, STORM AND STREET IMPROVEMENT DISTRICT NO. 1304

BE IT RESOLVED by the City Commission of the City of West Fargo, North Dakota, that it is hereby found, determined and declared that the contract heretofore entered into by and between the City of West Fargo and Agassiz Underground, LLC, is in full conformity with the law, including Section 40-22-36 of the North Dakota Century Code; that the contractor's bond of Agassiz Underground, LLC, heretofore received and filed with the City Auditor is in full conformity with the law including Section 48-02-06.2 of the North Dakota Century Code; and that the contract and contractor's bond are hereby approved.

Dated: July 5, 2017.

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote, the following commissioners voted aye: _____
_____. The following commissioners voted nay: none. The following commissioners were absent and not voting: _____.

The majority having voted aye, the motion carried and the resolution was duly adopted.



**AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA**

*****PLEASE NOTE:** The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Tina Fisk

2. PHONE NUMBER: 433-5301

DATE: 06/29/17

3. PLEASE BRIEFLY DESCRIBE YOUR REQUEST:

Proposed new liquor license application for new location, New Perspective Senior Living.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

645 33rd Avenue E.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Order background check and schedule a public hearing for New Perspective Senior Living at 645 33rd Avenue E, on August 7, 2017, at 5:30 pm.

When completed please mail to: West Fargo City Hall
800 4th AVE E STE 1
West Fargo ND, 58078
If you have any questions, please call: (701)433-5300



LIQUOR LICENSE APPLICATION - PRE-APPROVAL REVIEW (FORM A)

All licenses expire each year on June 30th. (New license fees will be prorated with the number of months remaining in a license year)

Requests for Liquor Licenses require an administrative review prior to consideration by the City Commission. Administrative fees are utilized to offset the cost of this process and are non-refundable. If your license request is granted, you will be asked to complete a Post Approval Liquor License form to calculate final license fees.

For period beginning 8/1/17 and ending June 30, 2018
Business Name: West Fargo Ops, LLC
DBA/Name: New Perspective Senior Living - West Fargo
Business Address: 645 33rd Ave E
Phone #: _____ Cell Phone: 701-541-7212 Email: dvaun@npseniorliving.com

L TYPE OF LICENSE(S) APPROVED:

(CIRCLE THE APPROPRIATE LICENSES AND CALCULATE TOTAL FEES)

Application Review Fees

Retail On and Off Premises Liquor	\$375
Retail On and Off Premises Beer/Wine	\$100
Retail On Premises Liquor	\$275
Retail On Premises Beer/Wine	\$150
Retail Off Premises Liquor	\$275
Retail Off Premises Beer/Wine	\$150
Retail Club/Lodge On Sale Liquor	\$250
Retail Club/Lodge On Sale Beer/Wine	\$38
Wholesale	\$250
Total Due	425.00

CK# 1418
Pd. 6-28-17
\$425.-

- * If you are applying for a Club License, how many members do you have at this time? N/A
- * If you are applying for a On-Premises Liquor License and plan to serve food:
Will you allow people under the age of 21 in your establishment? YES If yes, do you anticipate that the sale of food will exceed the sale of alcoholic beverages? YES
(in future years you will be required to provide proof of food to alcohol sales)

II. APPLICANT DATA: (individual filling out application for license):

Your Full Name: (First, Middle, Last): Dawn, Renee Vaux

Applicant Legal Address: 138 33rd Ave E.

Date of Birth: 04/01/1962 Social Security #: [redacted] US Citizen or N

Applicant Email Address: dvaux

Applicant Phone #: 701-541-7212 How long have you been a resident of ND? 5 1/2 yrs. Have you ever been convicted of any violation, or any law, other than a traffic offense in the U.S.? No If yes, what crime?

What Court? NA

Have you ever been convicted of any violation of laws governing the manufacture, sale, consumption or possession of intoxicating beverages? NO If yes provide details:

Please list any current or previous liquor licenses held: NA

Have you ever had a liquor license revoked or rejected by any municipality or state? NA

If yes, provide details:

Will you be engaged in any other form of business besides the sale of liquor under the applied license? NO If yes provide details:

List names, addresses and phone numbers of three business references (at least one bank), and state the extent of your business relations with each:

1. Leonard Street + Deinerd - David Ezirlor
150 S 5th St Ste 2300 Minneapolis MN 55402 ph# 612-335-1839
2. Christenson Group - Tylee Simmons
11100 Bren Road West Minnetonka, MN 55343 ph# 952-653-1000
3. Healthcare REIT / Steve Wierzbicki
4500 Dorr Street Toledo, OH 43615 ph# 419-247-5652
→ Pivant Bank REIT Joanne 312-564-1392.

III. RESIDENT MANAGER INFORMATION:

Name: Dawn Vaux Date of Birth: 04/01/1962

Address: 138 33rd Ave E, West Fargo ND 58078 Phone #: 701-541-7212

List resident manager's previous employment for past five years:

- Eventide - Sheyenne Crossing West Fargo ND 58078 (previous)
- New Perspective Senior Living WF (current)

VII. VALIDATION/SIGNATURES

Do you agree not to permit the sale of alcohol on said premises to a minor, incompetent person, or a person who is inebriated or a habitual drunkard? Yes No

Do you understand that any license granted with this application will not be transferable except by specific authority of the governing body and will authorize the sale of products as applied for only at the place and premises designated in the application and said license? Yes No

Have you reviewed the Alcoholic Beverage Ordinances(s) of the City of West Fargo and are familiar with the conditions and requirements of these ordinances? Yes No

If granted an alcoholic beverage license, will you comply with the State of North Dakota Liquor Control Act and the City of West Fargo Alcoholic Beverage Ordinances, as well as any amendments to either of these, which may be made in the future? Yes No
(copy of current ordinance provided with application)

Do you understand that approval of license application is contingent upon having completed successful inspections from the Police Department, Fire Department, Building Inspection Department and Cass County Health Department?

Do you certify that property owned in connection with this license does not have real and/or personal property taxes that are delinquent? Yes No

For leased/rented property, do you certify that all payments are current? Yes No

I(We) am (are) familiar with the information in this completed application, the answers and information contained herein are, to the best of my (our) knowledge true, complete and accurate

All signatures must be notarized.

List owner(s) names (In case of a Corporation only President and Secretary are required):

Name: Ryan Novaczyk
Title: President + CFO
Signature: _____
Date: 6/23/17
Name: _____
Title: _____
Signature: _____
Date: _____

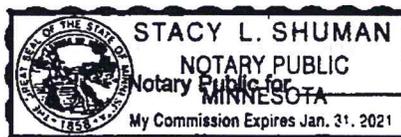
Name: Todd Novaczyk
Title: CEO
Signature: Todd Novaczyk
Date: 6/23/17
Name: _____
Title: _____
Signature: _____
Date: _____

Before me personally appeared: (list names from above) Ryan Novaczyk & Todd Novaczyk

Subscribed and sworn before me on this 28th day of June, 2017

Stacy Shuman
(Signature of Notary Public)

My Commission expires: 1-31-2021



IV. BUSINESS DATA:

Name of Business (DBA): ~~WES~~ New Perspective Senior Living - West Fargo ND

Mailing Address of Licensed Establishment: 645 33rd Ave E.

Establishment Phone #: 701-541-7212

Business Type: (Sole Proprietorship, Partnership, Corporation) LLC as Partnership

Based on the business type above provide below the names, addresses and dates of birth of ALL individuals, partners, officers and directors. Include all persons with 1% or more interest in the business and indicate percentage of ownership: (add additional pages if necessary):

If Incorporated: Date of Charter: 10/2008 State of Charter: MN

List any person (including name, address, date of birth and association with business), other than the applicants listed, with any right, title, estate or interest in the leasehold, furniture, fixtures or equipment in the premises for which the license is requested:

Does the business have any interest, directly or indirectly, with any other liquor establishment in any state? NO

If yes give names and addresses of the establishments: _____

V. ATTACH A DETAILED FLOOR-PLAN OF BUSINESS

(HAND DRAWN FLOOR PLANS WILL NOT BE ACCEPTED)

See attached

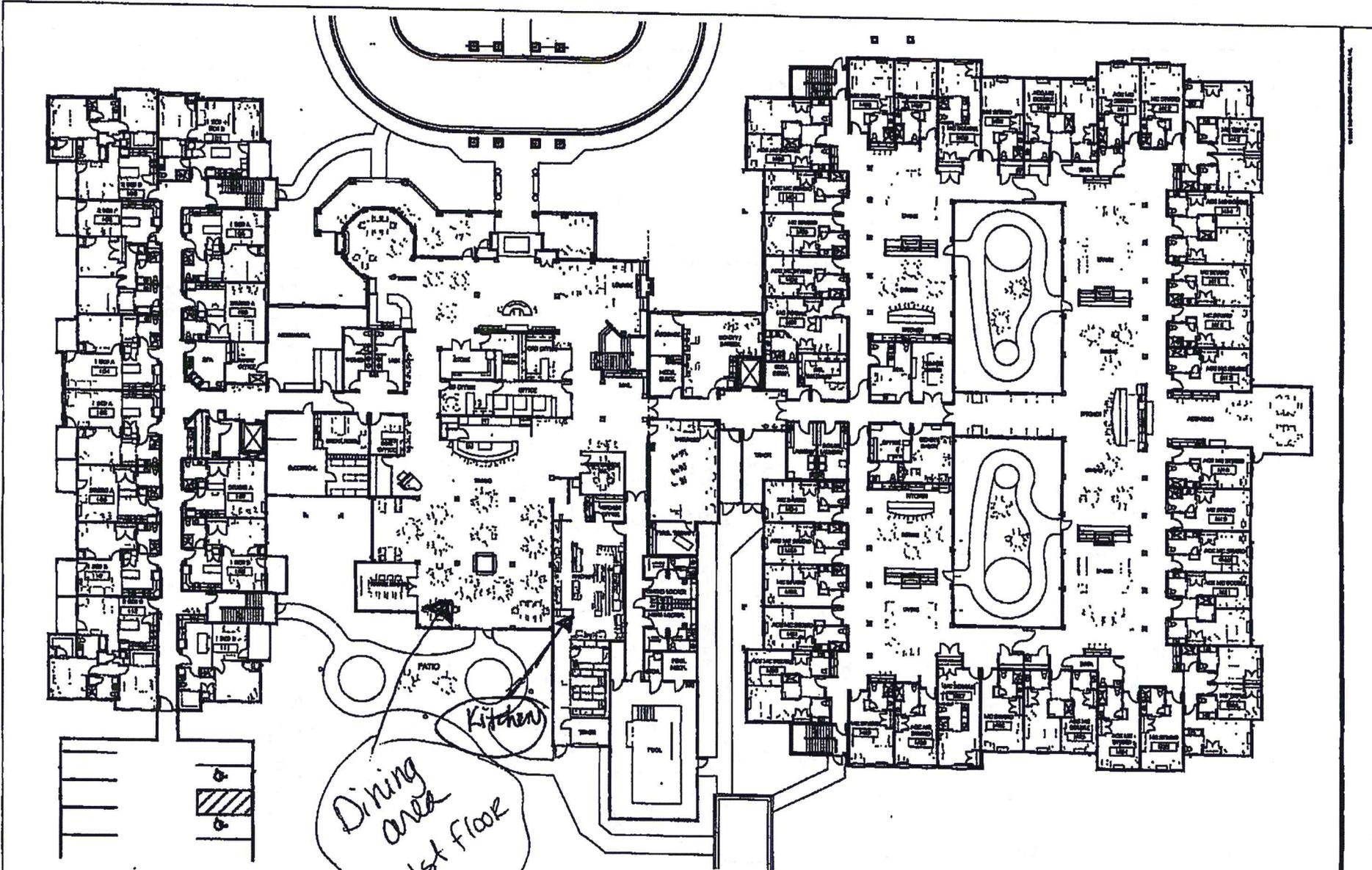
VI. EMPLOYEE ROSTER LIST - SERVER TRAINING (SEE ATTACHED FORM)

For new establishments, you will be given 90 days from date of opening to submit a server training roster which will list servers with completed training, as well as a detailed plan for completion of training for those who have not. Employee server training must be kept current and is subject to periodic review.

Information on signup and training is available online at Fargo Cass Public Health Department's Website:

www.fargocasspublichealth.com

See attached



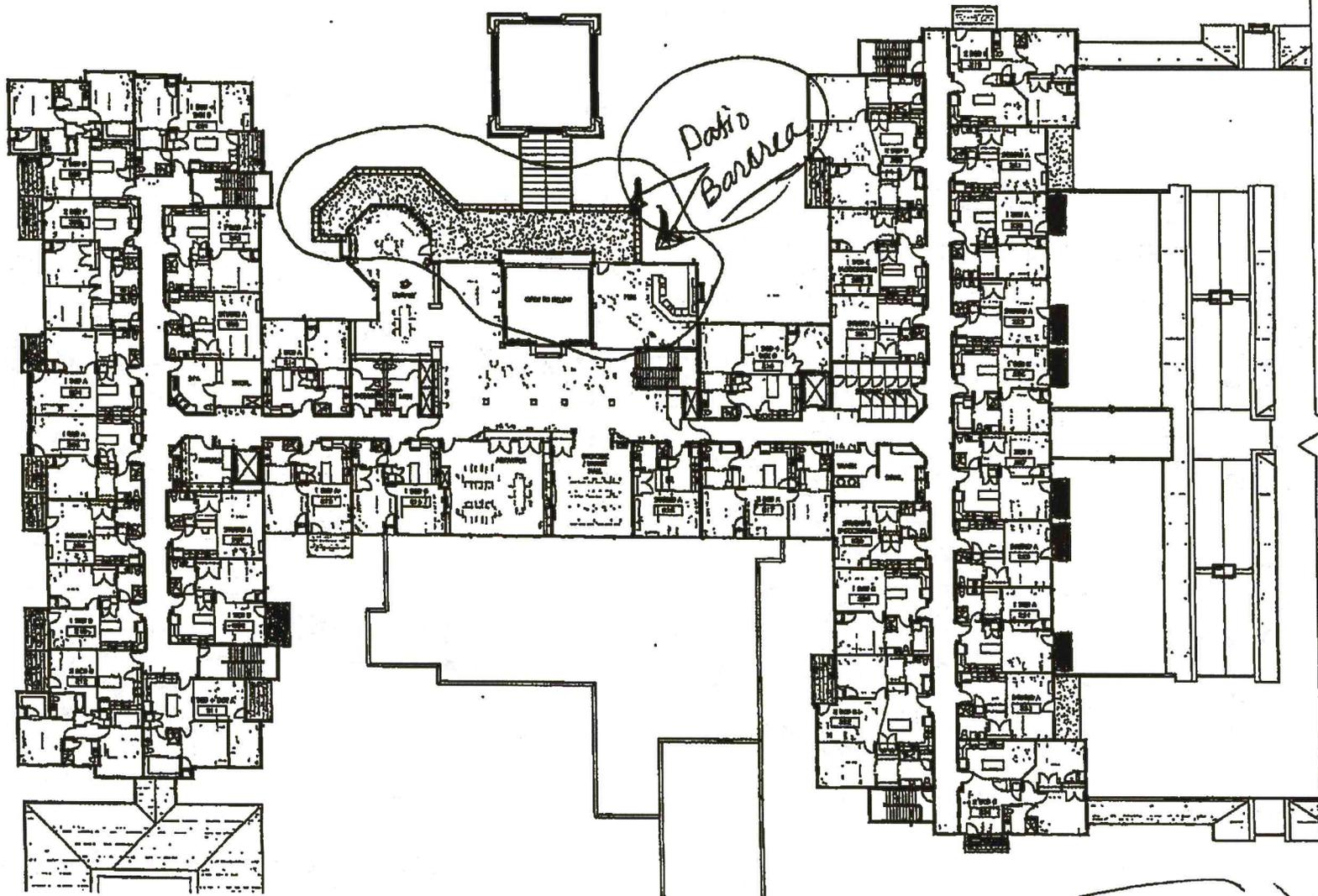
NEW PERSPECTIVE WEST FARGO

WEST FARGO, NORTH DAKOTA

FIRST FLOOR PLAN

11/9/16



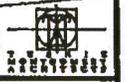


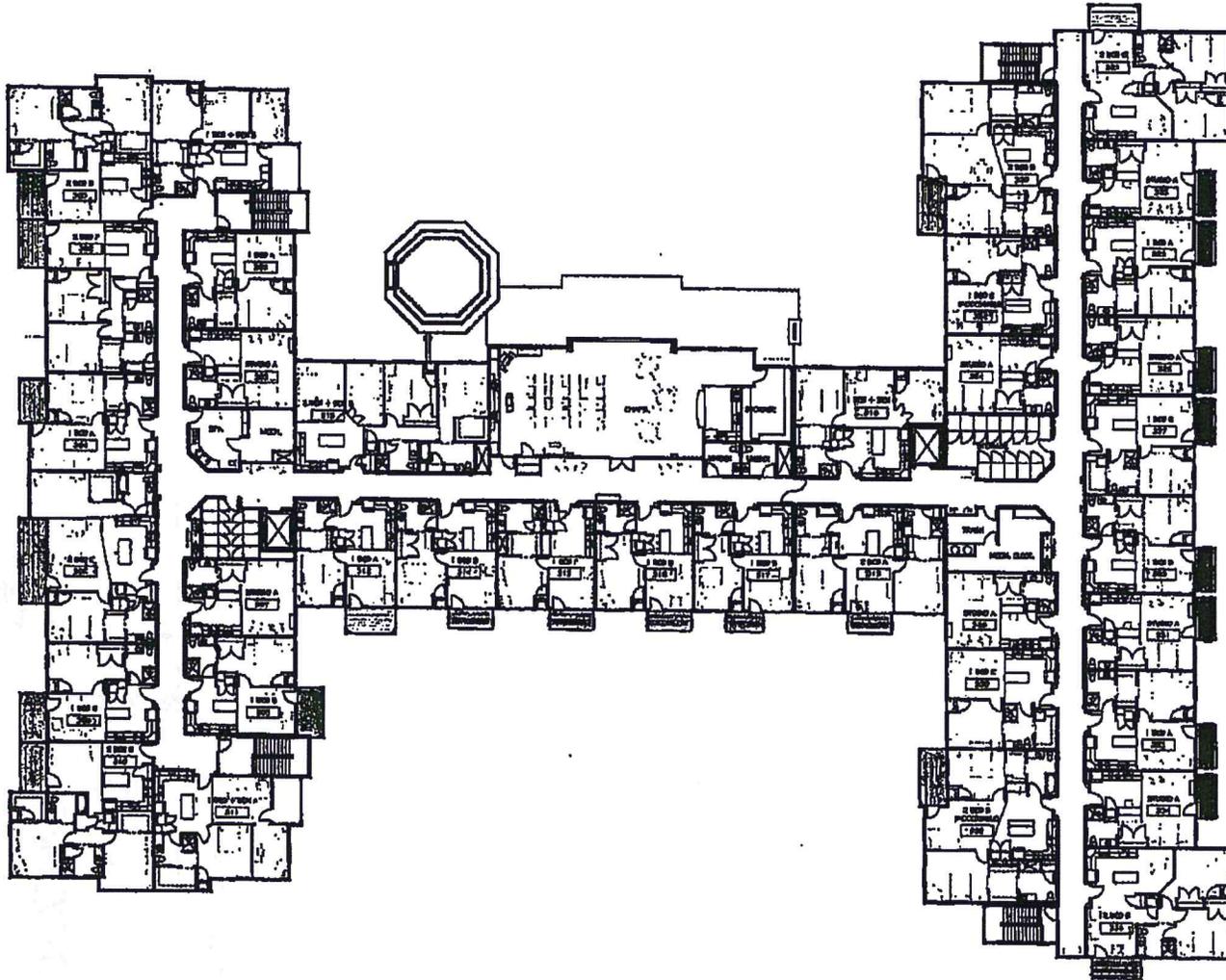
NEW PERSPECTIVE WEST FARGO

WEST FARGO, NORTH DAKOTA

SECOND FLOOR PLAN

11/9/16





NEW PERSPECTIVE WEST FARGO

WEST FARGO, NORTH DAKOTA

THIRD FLOOR PLAN

11/9/16





Public Health
Prevent. Promote. Protect.
Keep them Public Health.

Issuer's Initials

AL

James Dehban

Name

Has successfully completed
Server Training on

6-27-17

Date of Training

This card expires three years from date of issue.

2



Public Health
Prevent. Promote. Protect.
Prague County Public Health

Issuer's Initials PLW

Hailey Crosswhite
Name

Has successfully completed
Server Training on

10-30-14

Date of Training

This card expires three years from date of issue.



Public Health
Prevent. Promote. Protect
Depa of Public Health

Issuer's Initials PLES

Dawn Vaux

Name

Has successfully completed
Server Training on

3-15-16

Date of Training

This card expires three years from date of issue.

CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

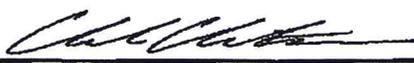
PRODUCER Christensen Group Insurance 11100 Bren Road West Minnetonka MN 55343	CONTACT NAME: Dawn Blaisdell PHONE (A/C No. Ext): (952) 653-1000 E-MAIL ADDRESS: dblaisdell@christensengroup.com	FAX (A/C No.): (952) 653-1100
	INSURER(S) AFFORDING COVERAGE	
INSURED West Fargo Ops, LLC dba New Perspective - West Fargo 645 32nd Avenue East West Fargo ND 58078	INSURER A: Columbia Casualty Company	NAIC # 31127
	INSURER B: Continental Casualty Company	20443
	INSURER C: Accident Fund National Insurance Co	12305
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** New Perspective Senior Living **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADJL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			6014909298	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY						MED EXP (Any one person) \$ 10,000
	<input checked="" type="checkbox"/> ERL - CLAIMS MADE						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COM/OP AGG \$ Included
	OTHER:						\$
B	AUTOMOBILE LIABILITY			6014909270	9/1/2016	9/1/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			6014909303	9/1/2016	9/1/2017	EACH OCCURRENCE \$ 10,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE \$ 10,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	<input type="checkbox"/> CLAIMS-MADE					\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			1800006057	7/1/2016	7/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
B	LIQUOR LIABILITY			6049866981	8/1/2017	8/1/2018	OCCUR/CLAIM/PERSON \$ 1,000,000
							AGGREGATE \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of West Fargo West Fargo City Hall 800 4th Avenue East Suite 1 West Fargo, ND 58078	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE C Christensen/DMB 

VIII. BACKGROUND CHECK AUTHORIZATION

To: _____

(Please leave blank - for use of WF Police Department)

YOU ARE HEREBY AUTHORIZED to release to the bearer of this authorization, any and all information concerning my dealings as a customer of your institution. Said information is to be given in connection with the investigation by the West Fargo Police Department in relation to a liquor license request.

PRINTED NAME OF APPLICANT: Dawn Henry

By releasing this information to the West Fargo Police Department, I understand that my information may be subject to North Dakota open record laws.

Signature of Applicant:  Date: 6/27/17

Please forward the records for the above investigation for a City liquor license to:

West Fargo Police Department
ATTN: License Investigations
800 4th Avenue East, Ste 2
West Fargo, ND 58078
Fax: 701-433-5508

Name of Business Applying for a license: West Fargo Ops, LLC d/b/a/ New Perspective - West Fargo

Address of Business: 645 33rd Avenue East, West Fargo, ND 58078

BACKGROUND CHECK AUTHORIZATION

TO: _____

The area above is for West Fargo Police Department use only.

YOU ARE HEREBY AUTHORIZED to release to the bearer of this authorization, any and all financial information concerning my dealings with your institution as a customer of the institution, said information to be given in connection with the investigation by the **West Fargo Police Department**. By releasing this information to the West Fargo Police Department, I understand that my credit information may become public information due to the current North Dakota law regarding "open records".

Printed Name of Applicant: West Fargo Ops, LLC

Signature: 

Date: 6/23/17

Please forward the records for the above investigation for a City liquor license to:

West Fargo Police Department
ATTN: License Investigations
800 4th Avenue East, Ste 2
West Fargo, ND 58078

Fax: 701-433-5508

NOTICE OF HEARING
PETITION FOR VACATION

NOTICE IS HEREBY GIVEN that a petition for the vacation of the utility easement as shown on the plat of Eaglewood Fifth Addition and more particularly described as:

That part of Lots 13 and 14, Block 3, Eaglewood Fifth Addition to the City of West Fargo, according to the recorded plat theref, on file and of record in the office of the Recorder, Cass County, North Dakota, described as follows:

The South 5.00 feet of said Lot 13 less the West 10.00 feet and the East 10.00 feet thereof; said South 5.00 feet is measured at a right angle to and parallel with the South line of said Lot 13 and said East and West 10.00 feet are measured at a right angle to and parallel with the East and West lines of said Lot 13; and the North 5.00 feet of said Lot 14, less the West 10.00 feet and the East 10.00 feet thereof; said North 5.00 feet is measured at a right angle to and parallel with the North line of said Lot 14 and said East and West 10.00 feet are measured at a right angle to and parallel with the East and West lines of said Lot 14, containing 967 square feet, more or less.

has been filed with the City Auditor of the City of West Fargo, North Dakota.

NOTICE IS FURTHER GIVEN that said petition will come on for hearing before the City Commission of the City of West Fargo, North Dakota, at 5:30 p.m. on the 5th day of July, 2017, in the City Commission Chambers in the City Hall in the City of West Fargo, North Dakota, at which time any interested party may appear and be heard.

Dated this 7th day of April, 2017.

Tina Fisk
City Auditor

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 2.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Larry Weil

2. PHONE NUMBER: 433-5322 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

Zoning Ordinance Amendment to consider an amendment to Ordinance 4-460.9 to allow for increased total sign area for individual and multi-tenant on-premise freestanding sign area size along the Main Avenue corridor.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Main Avenue Corridor.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Hold First Reading and Public Hearing on the Ordinance Amendment at 5:30 pm on July 5, 2017.

CITY OF WEST FARGO PLANNING AND COMMUNITY DEVELOPMENT

STAFF REPORT

A17-24		ZONING ORDINANCE AMENDMENT	
Zoning Ordinance Amendment to Section 4-460.9 of the Sign Regulations regarding the size of freestanding signs in the C, HC, LI and M Districts			
Applicant: Brett Waldera, Indigo Signs		Staff Contact: Larry Weil	
Planning & Zoning Commission Introduction:		06-12-2017	
Public Hearing:		06-12-2017 – Approval	
City Commission Introduction:		06-19-2017	
Public Hearing & 1 st Reading:		07-05-2017	
2 nd Reading:			

PURPOSE:
Text Amendment to Section 4-460.9 of West Fargo City Ordinances pertaining to total square footage of freestanding signs

SUMMARY OF 4-460.9.2.b.(1):	
Applicable to (zoning districts):	C, HC, LI, M
Single Tenant Sign Area Maximum:	100 ft ² ; 150 ft ² if setback a minimum of 20’ from property line
Multiple Tenant Sign Area Maximum:	150 ft ² ; 200 ft ² if setback a minimum of 20’ from property line

PROPOSED CHANGES TO 4-460.9.2.b.(1):	
Applicable to (zoning districts):	C, HC, LI, M
Single Tenant Sign Area Maximum:	150 ft ²
Multiple Tenant Sign Area Maximum:	200 ft ²

ALTERNATIVE PROPOSED CHANGES TO 4-460.9:
Add a section within 4-460.9 for properties along Main Avenue to increase sign maximum

DISCUSSION AND OBSERVATIONS:

- The applicant is proposing to amend the Zoning Ordinance to allow businesses along Main Avenue to build larger signs. There is a large amount of right of way with a large landscaped boulevard that is posing a problem to businesses wishing to increase their exposure to the motoring public. The applicant is describing that the distance is greater than typical districts within West Fargo and the ordinance maximum square footage is a limiting factor in sign visibility along Main Avenue.
- The current sign ordinance, except for minor amendments, was rewritten along with a number of zoning ordinance provisions following the 2000 Comprehensive Plan. The Comprehensive Plan had public input which showed the community visual appearance was a big issue, was very important, and needed to be improved. The outcome was a goal to “ensure that all areas of the City are visually appealing and well maintained.” Policies were adopted to address development and construction standards, maintenance programs, acquisition and redevelopment program,

STAFF REPORT

underground utility placement, sign standards, streetscaping, and landscaping/buffering. A policy for signage stated “strictly control signage within the community as a method of creating a higher aesthetic level.”

- The current area requirements for on-premise signage in commercial and industrial districts were established in June 2003 with a major re-write of the sign regulations. Prior to 2003 properties in the Heavy Commercial/Light Industrial District and Heavy Industrial District had a greater sign area allowed, but included on-premise and off-premise signage together which created issues as large off-premise signs limited the amount of sign area available for businesses desiring on-premise signage on properties where placed. Where off-premise signs were not present, larger on-premise signs could be permitted presenting issues with having uniform signage in the community.
- Much effort went into the re-writing of the sign regulations much of which took place in 2002-2003, however portable signs, temporary signs, and some minor adjustments to the sign regulations added to the length of time. The sign industry was heavily involved throughout the sign rewrite process.
- Off-premise sign area requirements adopted in 2003, limited these signs to 300 square feet in the Heavy Commercial/Light Industrial District and 672 square feet in the Heavy Industrial District. Later the off-premise sign industry requested that the area be increased to the current standard of 750 square feet in Heavy Commercial/Light Industrial and Heavy Industrial Districts which was approved. Recently the Heavy Commercial/Light Industrial District was split into separate districts, and off-premise signs were allowed in the Heavy Commercial District as well.
- Since the commercial and industrial sign area standards for on-premise signs were established in 2003, there has been general acceptance by businesses and the sign industry. Within the last few months, there have been a couple of issues identified on Main Avenue. One situation was where a message center was limited to a greater extent in area, because of the existing principal freestanding sign. Another property owner would like to increase signage, because of the distance from the Main Avenue roadway and the property being impacted by a large off-premise sign (billboard).
- One possible and reasonable solution to the issue of signage on Main Avenue and other Heavy Commercial, Light Industrial, and Heavy Industrial Districts where off-premise signage is allowed, would be to allow the increased signage from 100 square feet to 150 square feet for single business signs without the added setback. Multi-tenant signs would be allowed to be increased from 150 square feet to 200 square feet. It would also be reasonable to consider limiting the size of off-premise signs to 300 square feet in the Heavy Commercial District. For perspective 300 square feet is the area of the digital sign recently approved on Main Avenue at the 45th Street intersection. Adding this ordinance language may require publishing another notice if the notice was not clear enough.

NOTICES:

Sent to: Notice in the newspaper and City Departments

Comments Received: None

STAFF REPORT

RECOMMENDATIONS:

Following the public hearing and obtaining public comments, consider the following alternatives:

1. Recommend amending Section 4-460.9.2.b(1) (General District Regulations pertaining to freestanding signs for “C,” “HC,” “LI” and “M” Districts) of the Zoning Ordinance Sign Regulations to potentially increase the allowable sign area of individual business signs from a maximum of 100 square feet to a maximum of 150 square feet and multiple tenant signs from a maximum of 150 square feet to a maximum of 200 square feet, and eliminate any setback requirement. Setback requirements, if any, would be addressed within any corridor overlay districts. Also, it is recommended to amend Section 4-460.9.2.d limiting the size of off-premise signs only in the recently established “HC”: Heavy Commercial District to 300 square feet. The basis for the approval would be to take into consideration the unique characteristics of the Heavy Commercial, Light Industrial and Heavy Industrial Districts where both on-premise and off-premise signs are allowed, and providing more protection to properties in the “HC” District.
2. Recommend denying the requested amendment to the sign regulations increasing the area of freestanding signs along Main Avenue on the basis that it has not been demonstrated by a number of community businesses that there is a problem with the current ordinance provisions.

PLANNING AND ZONING RECOMMENDATION:

At their June 12, 2017 meeting, the Planning and Zoning Commission recommended consideration of an amendment to Ordinance 4-460.9 to allow for increased total sign area for individual and multi-tenant on-premise freestanding sign area size along the Main Avenue corridor.

4-460.9 GENERAL DISTRICT REGULATIONS.

1. Agricultural and Residential Districts.

- a. Institutional Identification. Except as provided for as a conditional use, only one (1) sign per street frontage for the principal use, and the sign area may not exceed thirty-two (32) square feet with a maximum height of eight (8) feet for freestanding signs. There shall be fifteen (15) feet for the front yard setback and ten (10) feet for the side yard setback on a corner lot.
- b. Residential Area Identification. One (1) sign for each exclusive entrance to the development not exceeding thirty-two (32) square feet, or two signs not exceeding sixteen (16) square feet each. Signs are limited to a maximum height of eight (8) feet for freestanding signs.
- c. Conditional Use Identification. Only one (1) sign for a conditionally permitted use, which is the primary use of the property, unless otherwise approved as part of a public review for a conditional use. The sign area may not exceed thirty-two (32) square feet with a maximum height of eight (8) feet for freestanding signs. Uses with more than one street frontage may be allowed an additional sign of same size and height, provided it is approved as part of the conditional use application.
- d. Increase in signage. Additional signage may be considered by the City as a conditional use, subject to following the conditional use procedures established by the City.

2. "C," "HC", "LI" and "M" Districts.

- a. Sign Allocation Plan. A sign allocation plan shall be established by the developer or property owner for multi-tenant buildings to provide for the desired allocation of signage. When buildings are expanded and/or tenants added, a revised plan shall be established. Sign allocation plans shall take into consideration the total buildable area of the property and provide for an equitable distribution of signage to tenants based on the percentage of leasable floor area for each tenant. Anchor tenants may be assigned up to ten (10) percent more signage than the distribution formula would provide for with smaller tenants receiving proportionally less. Plans shall be submitted to the City for administrative review and approval.

b. Single or Multiple Occupancy Business Signs. The total sign area for the subject property may not exceed two (2) square feet for every one (1) foot of lot frontage on a public or approved private street. On corner lots the longest frontage may be used. Signs chosen to comprise the total sign area shall be consistent with the following provisions:

(1) Freestanding. Not more than one (1) sign per 50,000 square feet of floor area; however, on corner lots two (2) freestanding signs are allowable, one (1) per frontage. Total individual business sign area may not exceed one hundred (100) square feet nor exceed a maximum height of thirty-five (35) feet. The sign area may be increased to one hundred fifty (150) square feet provided the sign is set back a minimum of twenty (20) feet from the street right-of-way in front. Multiple tenant signs on a freestanding sign structure may not exceed one hundred fifty (150) square feet, except that if a setback of twenty (20) feet from the street right-of-way in front is provided, the total signage may be increased to two hundred (200) square feet.

a. Freestanding Signs on Main Avenue. Main Avenue is recognized as a unique, established business highway corridor with properties distanced from the main roadway travel lanes in some areas by either frontage roads or by increased boulevards with landscaping. To provide for more equitable visibility of signage total individual business sign area may be increased subject to review as a conditional use, but not to exceed one hundred fifty (150) square feet, nor exceed a maximum height of thirty-five (35) feet without the previously stated setback requirement of twenty (20) feet from the street right-of-way if it can be determined that the existing site has adequate separation provided by either frontage road or an increased boulevard of Main Avenue. Multiple tenant signs on a freestanding sign structure may be increased subject to review as a conditional use, but not to exceed 200 square feet nor exceed a maximum height of thirty-five (35) feet without the previously stated setback requirement of

twenty (20) feet from the street right-of-way if it can be determined that the existing site has adequate separation provided by either frontage road or an increased boulevard of Main Avenue.

- (2) Wall, Canopy or Marquee. Not more than one sign for each ten (10) feet of lot frontage. Sign area may not exceed fifteen percent (15%) of the building facade up to a maximum of one hundred (100) square feet per sign for buildings with a setback of less than one hundred (100) feet and up to a maximum of two hundred (200) square feet per sign for buildings with a setback of one hundred (100) feet or more.
 - c. Modified Sign Development Plan. Parcels which are unusual in dimensions (large parcels with limited frontage) may have a modified sign development plan considered as a conditional use, particularly if the property is intended to be developed with multi-tenant building(s) and the allowable signage is very limited.
 - d. Off-premise signs are allowed in "HC": Heavy Commercial, "LI": Light Industrial and "M": Heavy Industrial Districts. No off-site sign shall exceed seven hundred fifty (750) square feet in area. No two off-site signs may be placed less than two hundred fifty (250) feet apart, unless said signs are separated by buildings or other obstructions in such a manner that only one sign is visible from the roadway at any time.
3. "P" Public Facilities District.
- a. For such facilities occupying an area of five (5) acres or more, an identification sign not larger than ninety-six (96) square feet, or two (2) signs not to exceed forty-eight (48) square feet may be permitted. Signs shall be of a wall, canopy, marquee or freestanding variety. Freestanding signs are limited to a maximum height of eight (8) feet, except that the height of a sign may be increased one (1) foot up to (10) additional feet for each two (2) feet of front yard setback provided beyond the minimum and for each four (4) feet of side yard setback provided beyond the minimum.
 - b. As a conditionally permitted use, off-premise signs may be allowed. 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.

Source: Ord. 916, Sec. 51 (2012)

4. "PUD" Districts. In "Planned Unit Development" Districts, sign restrictions shall be based upon the individual uses and structures contained in the development. Signs shall be in compliance with the restrictions applied in the most restrictive zoning district in which the use is allowed. Signs considered to be off-premise signs must meet the requirements set forth above for on-premise signs for the most restrictive zoning district in which the use is allowed, must be limited to advertising businesses located within the same PUD District, and the off-premise signs must be a permissive use in the PUD District.

5. "CO" District. In addition to the sign restrictions stated above, the following restrictions shall apply:

a. In underlying Agricultural and Residential Districts, no sign shall be permitted except as may be allowed as a conditional use, in which case signage shall conform to whatever restrictions may be imposed by the City Commission in authorizing the conditional use permit; however, in no case shall the requirements be less restrictive than those set forth in the subsection below.

b. In underlying Commercial Districts: On-Premise Signs shall be permitted according to the following provisions:

(1) Number: In structures with multiple occupancy and individual outside entrances (retail centers), each tenant can have its own wall signs; however, a common monument or freestanding sign is intended to serve the needs of all the tenants in the structures.

(2) Height: Freestanding signs shall conform to the following formula:

$$\text{Max. Height (ft)} = \text{Frontage on designated street}/10 + \text{Sign Setback}/2$$

with no freestanding sign exceeding twenty-five (25) feet in height, except that the height of a sign may be increased one (1) foot, up to ten (10) additional feet, for each two (2) feet of

setback provided beyond the minimum.

(3) Minimum

Setback: There shall be fifteen (15) feet front yard sign setback for all those properties abutting the designated streets. For those properties abutting other roadways, yard sign setbacks along the roadways shall be five (5) feet.

(4) For premises without frontage on the designated streets, the height and area of signs shall be determined by the amount of frontage on other public or approved private streets.

c. In underlying PUD District, on-premise signs shall be permitted according to the provisions of the underlying district and the provisions of this section, the most restrictive provisions prevailing. Off-premise signs in the underlying PUD District must meet the requirements set forth above for on-premise signs, must be limited to advertising businesses located within the same PUD District, and the off-premise signs must be a permissive use in the PUD District.

6. "CO-I" District. In addition to the sign restrictions stated above for underlying districts, identification or institutional wall signs may be increased in area as a conditional use to a maximum of 300 square feet in area, provided the following criteria are met:

a. The structure on which the wall sign is mounted shall be set back a minimum of 400 feet from public street or Interstate 94 right-of-way lines.

b. The structure is at least 100,000 square feet in area.

c. No freestanding signs are utilized on the property.

d. Only two wall signs are allowed, one for each of two sides.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 3.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Larry Weil

2. PHONE NUMBER: 433-5320 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

Highland Meadows 2nd Addition, Subdivision & Rezoning from A: Agricultural to R-1SM: Mixed One & Two Family Dwellings.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Located on part of the property in the S $\frac{1}{2}$ of Section 18, T139N, R49W, City of West Fargo, North Dakota.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Hold First Reading and Public Hearing on the rezoning at 5:30 pm on July 5, 2017.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A17-21 SUBDIVISION AND REZONING	
Highland Meadows 2 nd Addition	
Property in the S½ of Section 18, T139N, R49W, City of West Fargo, North Dakota	
Applicant: NAI North Central	Staff Contact: Larry Weil
Owner: Paul & Shelley Rice	
Planning & Zoning Commission Introduction:	06-12-2017
Public Hearing:	06-12-2017 – Approved
City Commission Introduction:	06-19-2017
Public Hearing & 1 st Reading:	07-05-2017
2 nd Reading and Final Plat Approval:	

PURPOSE:
Prepare the property for single and two family residential development.

STATEMENTS OF FACT:	
Land Use Classification:	Low Density Residential
Existing Land Use:	Vacant
Current Zoning District(s):	A: Agricultural
Zoning Overlay District(s):	None
Proposed Zoning District(s):	R-1SM: Mixed One & Two Family Dwellings
Proposed Lot size(s) or range:	35' wide or greater lots
Total area size:	6.59 Acres
Adjacent Zoning Districts:	North and West – A: Agricultural (Sheyenne Diversion) South and East –R-1: One and Two Family Dwellings
Adjacent street(s):	21 st Avenue West (Collector); 20 th Avenue West (Local); 12 th Street West (local); 13 th Street West (local); 14 th Avenue West (local); Highland Drive West (local); Proposed street names subject to change – see discussion
Adjacent Bike/Pedestrian Facilities:	Future Multi- Use Path planned along 21 st Ave W
Available Parks/Trail Facilities:	Brooks Harbor Elementary and adjacent park property as well as trail connections to parks within the Brooks Harbor development within ½ mile
Land Dedication Requirements:	Land Dedication Required

DISCUSSION AND OBSERVATIONS:
<ul style="list-style-type: none"> • The applicant has submitted an application, preliminary plat and area plan. • The applicant proposes to plat a former large rural lot with one home into a Residential Development consisting of 36 lots for a single-family attached (twin home) and single family detached residential development. • The current street network in the conceptual plans match up with the existing street network south of 21st Avenue West and proposed connections to the undeveloped property to the east which is in the final stages of subdivision consideration.

STAFF REPORT

- The proposed subdivision is being coordinated with the Highland Meadows 1st Addition, as there is overlap of property within each of the unplatted parcels. It is beneficial to have both subdivisions being considered at the same time. Without timely consideration of both plats, greater emphasis will be required within the subdivision improvement agreement to ensure coordination.
- The proposed streets have 62 feet of right-of-way which corresponds to the right-of-way established for streets in Highland Meadows 1st Addition.
- The subdivision design is intended to meet the R-1SM lot requirements, however it appears that there will need to be some lot adjustments, as the smaller lot sizes (36-40') exceed the allowable number of lots in the development.
- Park dedication is required for the development. The required amount of park dedication is 10% of the gross area for residential development. We have not received correspondence from the developer or park district as to how they plan to proceed regarding park dedication. With Highland Meadows 1st Addition, the Park District recommended cash-in-lieu of land dedication as there are four existing parks that are located in close proximity to the subdivision area, and cash-in-lieu funds could help fund additional amenities at those parks.
- Street names on the preliminary plat do not currently meet the City's Street Naming and Addressing Standards and will need to be corrected.
- All subdivisions developed south of I-94 which benefit from the major sewer extension services installed through City financing are required to pay a utility hookup fee. Arrangements for payment need to be made prior to the subdivision plat being recorded.

NOTICES:

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

Comments Received:

- None to date

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

- The proposed application is consistent with the City's land use plan which depicts the area developing as low density residential. However some lot widths will need to be adjusted to meet the R-1SM District requirements.

RECOMMENDATIONS:

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

1. Street naming be according to the City's Street Naming and Addressing Standard.
2. Subdivision design for lots meets the R-1SM District standards.
3. A Signed Subdivision agreement is received and sewer hook-up fee is provided and/or accommodated within the agreement.
4. Park or land dedication agreement is received.
5. A drainage plan is received and approved by the City Engineer.
6. An Attorney Title Opinion to the City of West Fargo is received.
7. Final Plat is received with any necessary easements.
8. A certificate is received showing taxes are current.

STAFF REPORT

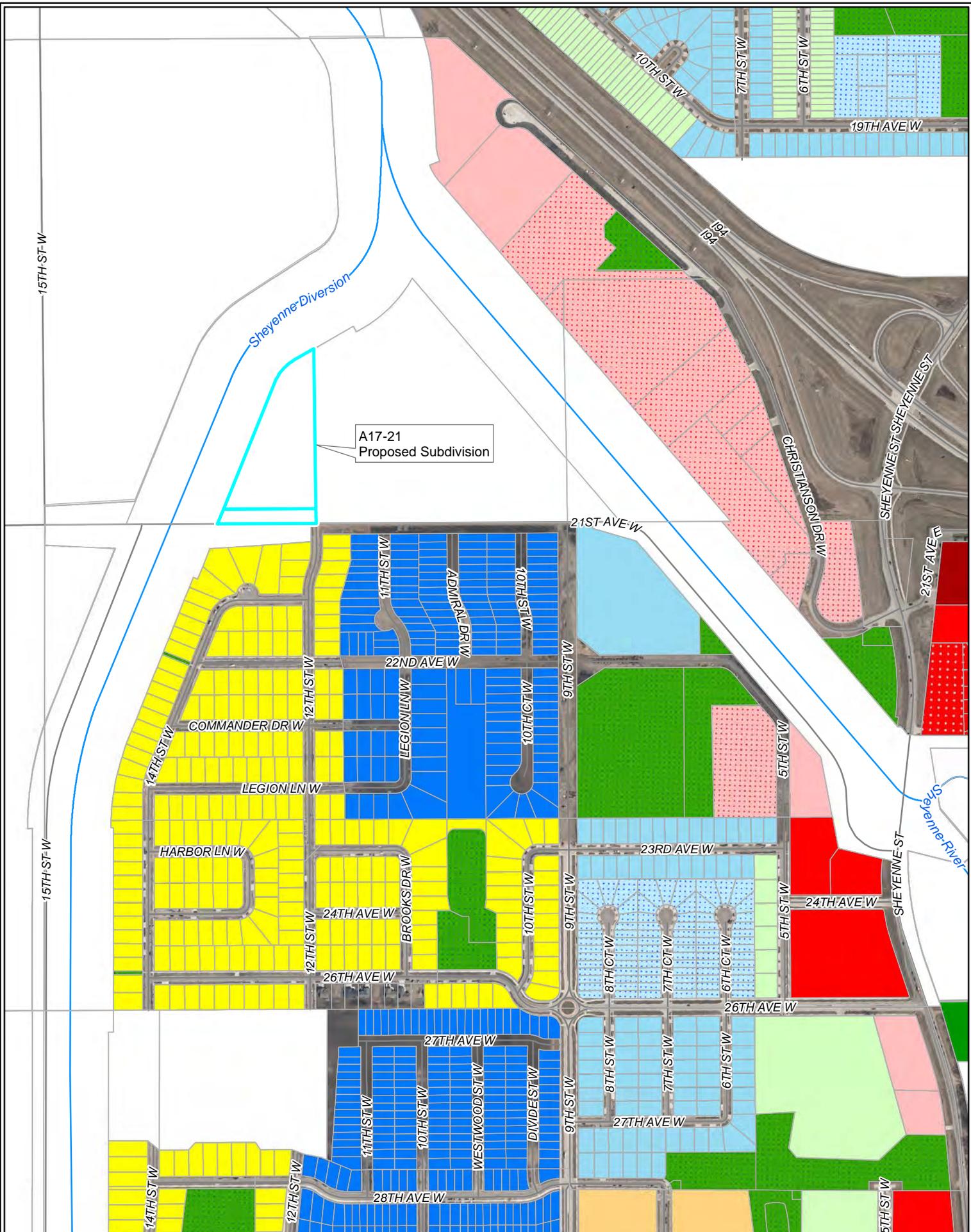
PLANNING AND ZONING RECOMMENDATION:

At their June 12, 2017 meeting, the Planning and Zoning Commission approved the request subject to the eight conditions listed above.



A17-21
Proposed Subdivision





A17-21
Proposed Subdivision



- | | | | |
|---|--|---|---|
| <ul style="list-style-type: none"> A: Agricultural C: Light Commercial C-PUD: PUD in General Commercial C-OP: Commercial Office Park C-OP-PUD: PUD in Office Park | <ul style="list-style-type: none"> HC: Heavy Commercial LI: Light Industrial CM-PUD: PUD in Light Industrial M: Heavy Industrial P: Public | <ul style="list-style-type: none"> P-PUD: PUD in Public 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 | <ul style="list-style-type: none"> R-5: Manufactured Home Subdivision R-1E: Rural Estate R-R: Rural Residential R-PUD: PUD in Residential |
|---|--|---|---|

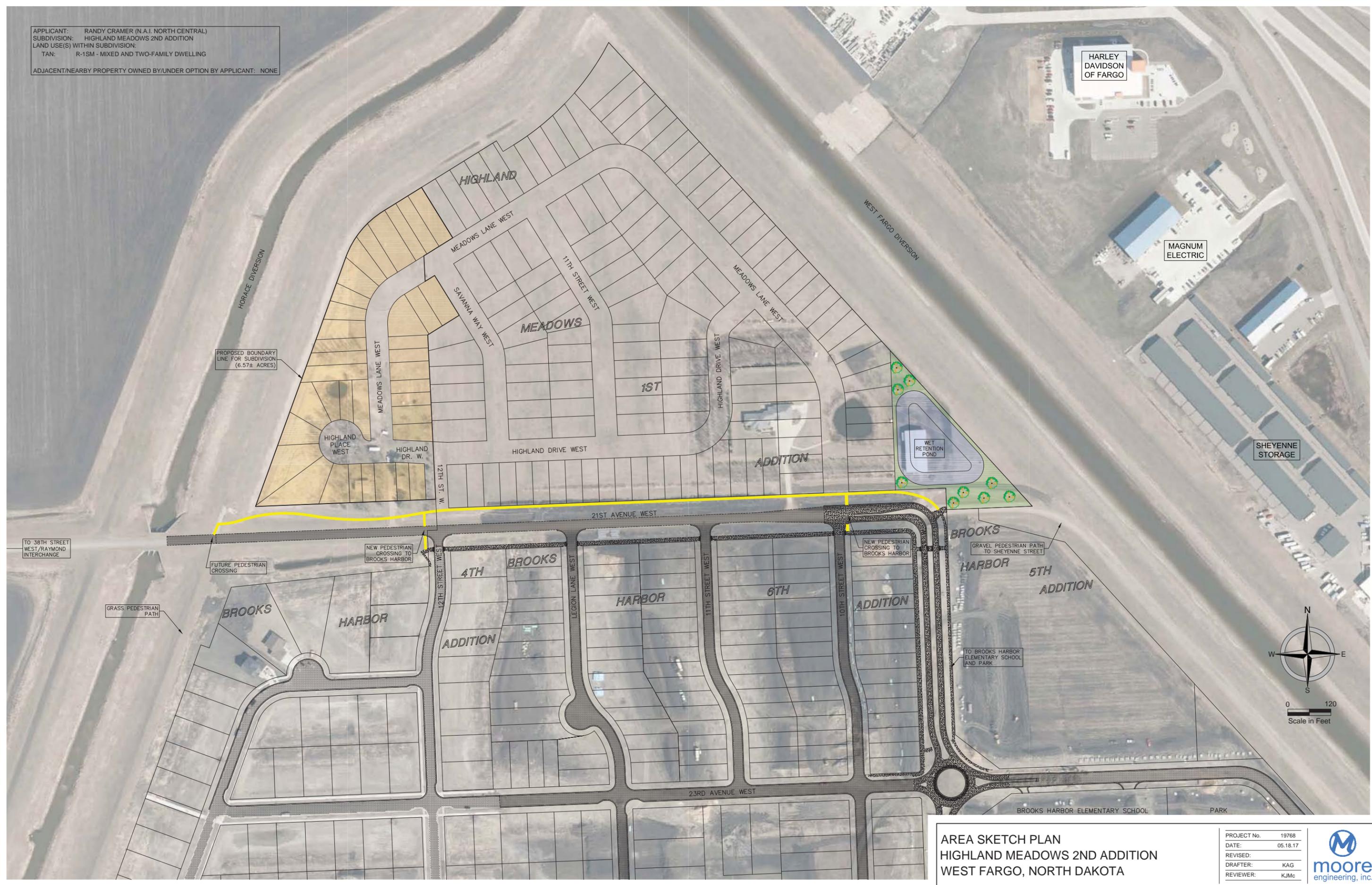


FILE LOCATION: R:\Civi 3D Projects\19768\DRAWINGS\PRESENTATION\19768-AreaMasterPlan.dwg

APPLICANT: RANDY CRAMER (N.A.I. NORTH CENTRAL)
SUBDIVISION: HIGHLAND MEADOWS 2ND ADDITION
LAND USE(S) WITHIN SUBDIVISION:
TAN: R-1SM - MIXED AND TWO-FAMILY DWELLING
ADJACENT/NEARBY PROPERTY OWNED BY/UNDER OPTION BY APPLICANT: NONE

D
C
B
A

1 2 3 4

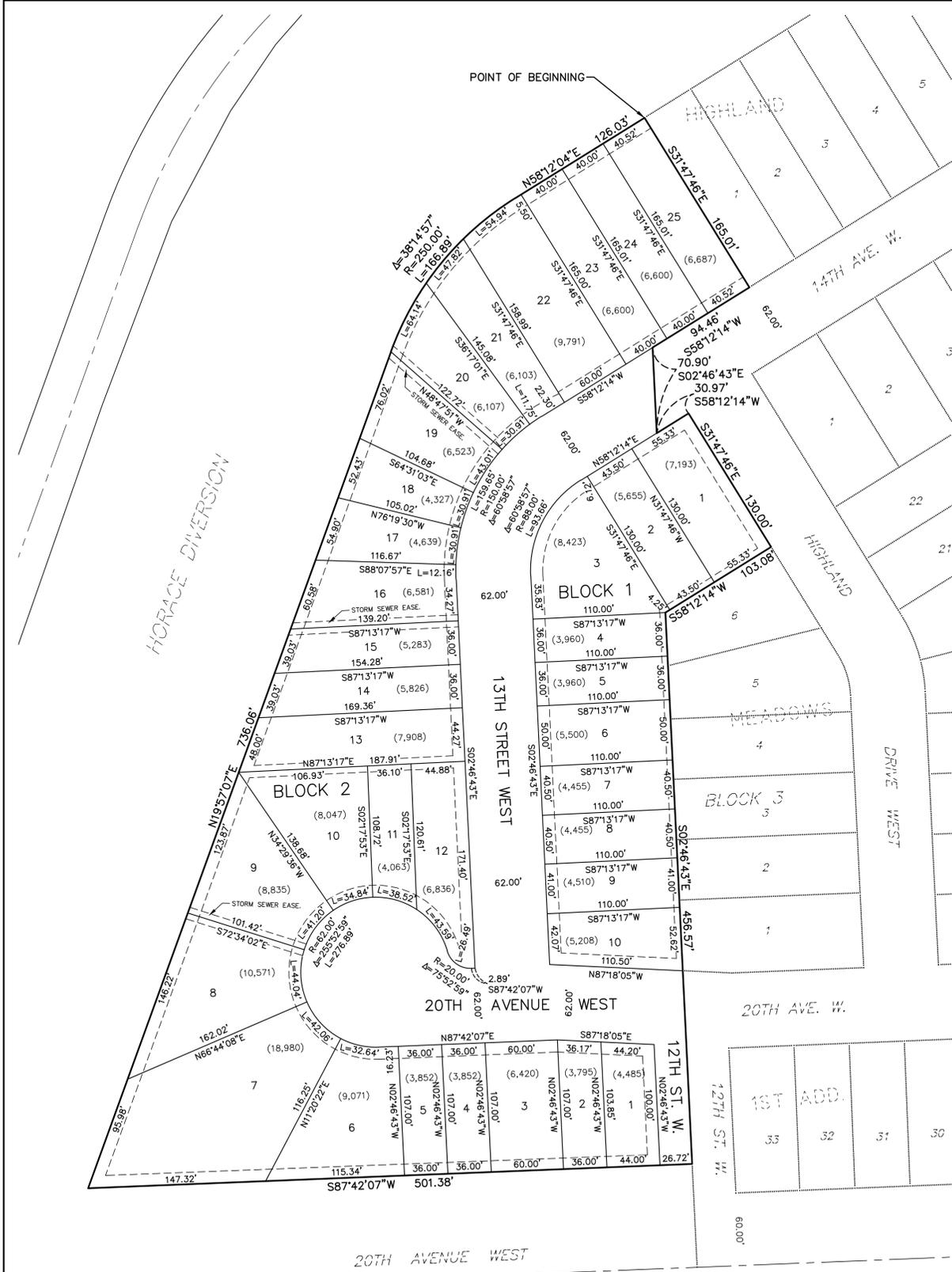


AREA SKETCH PLAN
HIGHLAND MEADOWS 2ND ADDITION
WEST FARGO, NORTH DAKOTA

PROJECT No. 19768
 DATE: 06.18.17
 REVISED:
 DRAFTER: KAG
 REVIEWER: KJMc



PLAT OF
HIGHLAND MEADOWS SECOND ADDITION
 TO THE CITY OF WEST FARGO, A PART OF THE SOUTH HALF OF SECTION 18,
 TOWNSHIP 139 NORTH, RANGE 49 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 "HIGHLAND MEADOWS SECOND ADDITION" TO THE CITY OF WEST FARGO, A PART OF THE SOUTH HALF OF SECTION 18, TOWNSHIP 139 NORTH, RANGE 49 WEST, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID 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 THE EXTERIOR BOUNDARY LINES OF SAID ADDITION ARE DESCRIBED AS FOLLOWS, TO WIT:

SAID TRACT CONTAINS 6.57 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RIGHTS-OF-WAY AND RESTRICTION OF RECORD.

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

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, 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 "HIGHLAND MEADOWS SECOND ADDITION" TO THE CITY OF WEST FARGO, A PART OF THE SOUTH HALF OF SECTION 18, TOWNSHIP 139 NORTH, RANGE 49 WEST, 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 ALL STREETS, AVENUES, UTILITY AND STORM SEWER EASEMENTS SHOWN ON SAID PLAT TO THE USE OF THE PUBLIC.

OWNER:

PAUL H. RICE

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED PAUL H. RICE AND SHELLEY J. RICE, HUSBAND AND WIFE, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME AS THEIR FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

SHELLEY J. RICE

WEST FARGO PLANNING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2017.

TOM MCDUGALL, CHAIRMAN

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED TOM MCDUGALL, 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

WEST FARGO CITY COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2017.

RICH MATTERN, PRESIDENT OF THE WEST FARGO CITY COMMISSION

TINA FISK, CITY AUDITOR

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED RICH MATTERN, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND TINA FISK, 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

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 _____, 2017.

JOHN T. SHOCKLEY, CITY ATTORNEY

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOHN T. SHOCKLEY, CITY ATTORNEY, 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 ATTORNEY.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

CITY ENGINEER'S APPROVAL

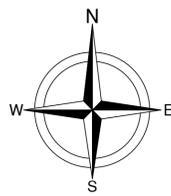
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2017.

DUSTIN T. SCOTT, CITY ENGINEER

STATE OF NORTH DAKOTA)
 COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DUSTIN T. SCOTT, 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 HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA



0 60
 Scale in Feet

LEGEND

- IRON MONUMENT FOUND
- SET 5/8"x18" REBAR WITH YELLOW PLASTIC CAP #6571
- P.O.C. POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- L ARC LENGTH
- R RADIUS LENGTH
- Δ CENTRAL ANGLE
- CH. BRG. CHORD BEARING
- - - ACCESS CONTROL

BASIS OF BEARINGS: HIGHLAND MEADOWS FIRST ADDITION TO THE CITY OF WEST FARGO ACCORDING TO THE RECORDED PLAT THEREOF.

UTILITY EASEMENTS ARE 10' WIDE ALONG AND ADJACENT TO ALL STREET RIGHT OF WAYS AND REAR PROPERTY LINES AS SHOWN UNLESS OTHERWISE NOTED.

STORM SEWER EASEMENTS ARE 10' WIDE LYING 5' ON EACH SIDE OF SIDE PROPERTY LINES AS SHOWN UNLESS OTHERWISE NOTED.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 4.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Tim Solberg

2. PHONE NUMBER: 433-5321 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

Oak Ridge 13th Addition, Replat and Rezoning.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Replat of Lot 1, Block 1 of Oak Ridge 2nd Addition & Lot 1, Block 1 of Oak Ridge 7th Addition and Rezoning from Agricultural to C: Light Commercial of Lot 1, Block 1 Oak Ridge 7th Addition, City of West Fargo, North Dakota.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Hold First Reading and Public Hearing on the rezoning at 5:30 pm on Wednesday, July 5, 2017 and Final Plat Approval of Oak Ridge 13th Addition.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A17-19		REPLAT AND REZONING	
Oakridge 13 th Addition			
Lot 1, Block 1 of Oak Ridge 2 nd Addition & Lot 1, Block 1 of Oak Ridge 7 th Addition			
Applicant/Owner: THJ Developments		Staff Contact: Tim Solberg	
Planning & Zoning Commission Introduction:		06-12-2017	
Public Hearing:		06-12-2017 – Approval	
City Commission Introduction:		06-19-2017	
Public Hearing & 1 st Reading:		07-05-2017	
2 nd Reading and Final Plat Approval:			

PURPOSE:
Replat two lots to adjust lot lines and adjust easements and rezone one lot from A: Agricultural to C: Light Commercial

STATEMENTS OF FACT:	
Land Use Classification:	General Commercial
Existing Land Use:	Vacant
Current Zoning District(s):	C: Light Commercial & A: Agricultural
Zoning Overlay District(s):	Corridor Overlay
Proposed Zoning District(s):	C: Light Commercial
Proposed Lot size(s) or range:	86,953 ft ² and 65,671 ft ²
Total area size:	3.29 Acres
Adjacent Zoning Districts:	North – R-1SM: Mixed One and Two Family South – PUD: Planned Unit Development (Residential Townhomes) East – C: Light Commercial West – C: Light Commercial & PUD: Planned Unit Development
Adjacent street(s):	32 nd Avenue East (Minor Arterial); 6 th Street East (Local)
Adjacent Bike/Pedestrian Facilities:	Path along 32 nd Ave E
Available Parks/Trail Facilities:	Shadow Wood and Maple Ridge Parks accessible within ½ mile by sidewalks and path.
Land Dedication Requirements:	Provided with previous subdivision

DISCUSSION AND OBSERVATIONS:
<ul style="list-style-type: none"> Lot 1, Block 1 of Oak Ridge 7th Addition was intended to be zoned C: Light Commercial; however, was improperly listed in the ordinance which changed the previous A: Agricultural zoning so this zoning change is a minor correction. The remainder of the plat has been zoned C: Light Commercial. The new lots meet the current zoning district requirements and are currently undeveloped. The proposed replat does not affect any right of way, however may adjust an access easement that lines up with an easement on lots to the west providing access through this property from 4th St E to 6th St E. This easement is a public access easement which may be part of a larger improvement project.

STAFF REPORT

NOTICES:

Sent to: Applicable agencies and departments

Comments Received:

- None

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

- The proposed plan is consistent with City plans and Ordinances, which depicts the area as developing as General Commercial.

RECOMMENDATIONS:

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

1. If necessary to accommodate improvements to the public access easement, a signed subdivision improvement agreement is received.
2. An updated drainage plan is approved by the City Engineer.
3. An Attorney Title Opinion to the City of West Fargo is received.
4. Signed Final Plat is received with any necessary easements.
5. A certificate is received showing taxes are current.

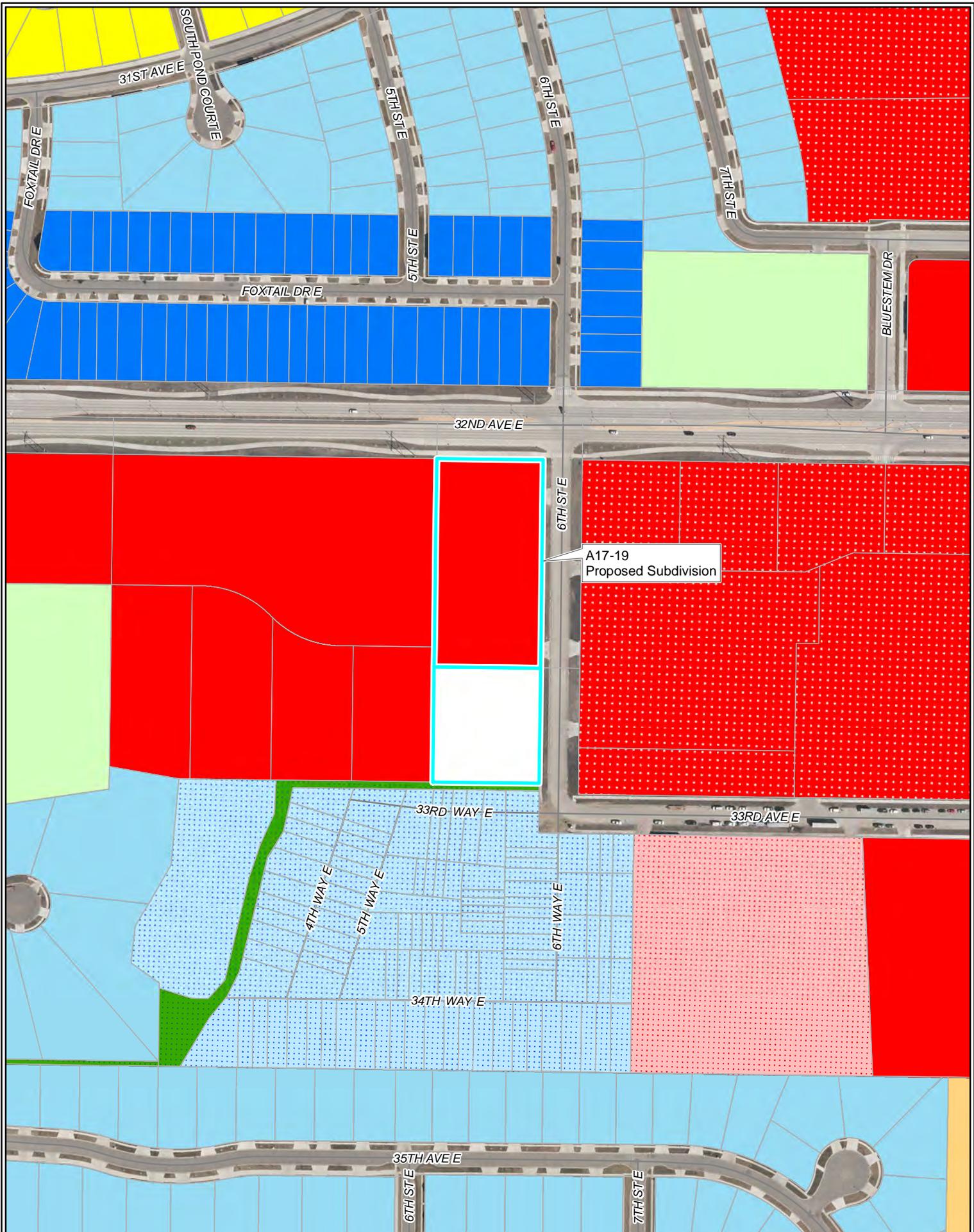
PLANNING AND ZONING RECOMMENDATION:

At their June 12, 2017 meeting, the Planning and Zoning Commission approved the request subject to the five conditions listed above.



A17-19
Proposed Subdivision





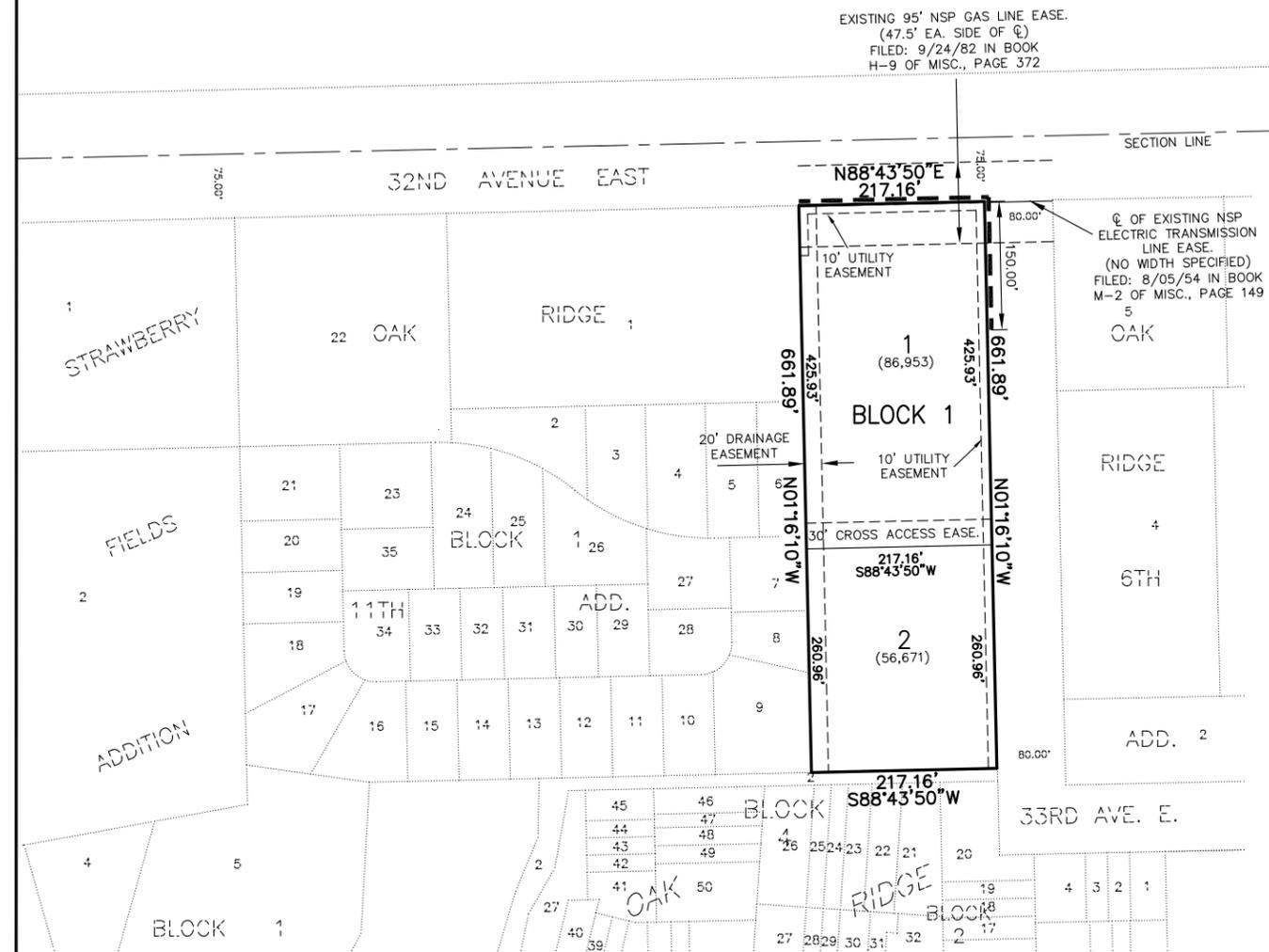
A17-19
Proposed Subdivision



- A: Agricultural
- C: Light Commercial
- C-PUD: PUD in General Commercial
- C-OP: Commercial Office Park
- C-OP-PUD: PUD in Office Park
- HC: Heavy Commercial
- LI: Light Industrial
- CM-PUD: PUD in Light Industrial Commercial
- M: Heavy Industrial
- P: Public
- P-PUD: PUD in Public
- 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
- R-PUD: PUD in Residential



PLAT OF OAK RIDGE THIRTEENTH ADDITION TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE SECOND ADDITION AND LOT 1, BLOCK 1, OAK RIDGE SEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA.



EXISTING 95' NSP GAS LINE EASE.
(47.5' EA. SIDE OF C)
FILED: 9/24/82 IN BOOK
H-9 OF MISC., PAGE 372

Q OF EXISTING NSP
ELECTRIC TRANSMISSION
LINE EASE.
(NO WIDTH SPECIFIED)
FILED: 8/05/54 IN BOOK
M-2 OF MISC., PAGE 149

75.00'

32ND AVENUE EAST

N88°43'50"E
217.16'

10' UTILITY
EASEMENT

661.89'

425.93'

20' DRAINAGE
EASEMENT

10' UTILITY
EASEMENT

30' CROSS ACCESS EASE.

217.16'
S88°43'50"W

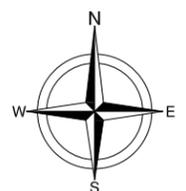
260.96'

217.16'
S88°43'50"W

260.96'

33RD AVE. E.

LEGEND



● IRON MONUMENT FOUND
○ SET 5/8"x18" REBAR WITH
YELLOW PLASTIC #6571
"L" ARC LENGTH DIMENSION
"R" RADIUS LENGTH DIMENSION
(429,590)
--- ACCESS CONTROL

GRAPHIC SCALE



(IN FEET)
1 inch = 100 ft.



CERTIFICATE

STEVEN W. HEYER, BEING DULY SWORN, DEPOSES AND SAYS THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "OAK RIDGE THIRTEENTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE SECOND ADDITION AND LOT 1, BLOCK 1, OAK RIDGE SEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID 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 THE EXTERIOR BOUNDARY LINES OF SAID ADDITION ARE DESCRIBED AS FOLLOWS, TO WIT:

ALL OF LOT 1, BLOCK 1, OAK RIDGE SEVENTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA.
SAID TRACT CONTAINS 3.29 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS AND RIGHTS-OF-WAY OF RECORD.

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



STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, 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
MY COMMISSION EXPIRES: _____

DEDICATION

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "OAK RIDGE THIRTEENTH ADDITION" TO THE CITY OF WEST FARGO, A TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE SECOND ADDITION AND LOT 1, BLOCK 1, OAK RIDGE SEVENTH 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 ALL UTILITY, DRAINAGE AND CROSS-ACCESS EASEMENTS SHOWN ON SAID PLAT TO THE USE OF THE PUBLIC.

OWNER: LOT1, BLOCK 1: 412 PROPERTIES, LLC OWNER: LOT 2, BLOCK 1: THJ DEVELOPMENTS, LLC

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED _____ 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 412 PROPERTIES, LLC.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED _____ 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 THJ DEVELOPMENTS, LLC.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

WEST FARGO PLANNING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2017.

TOM McDOUGAL, CHAIRMAN
STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED TOM McDOUGAL, 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
MY COMMISSION EXPIRES: _____

CITY ENGINEER'S APPROVAL

DUSTIN T. SCOTT, CITY ENGINEER
STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2012, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DUSTIN T. SCOTT, 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 HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

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 _____, 2017.

JOHN T. SHOCKLEY, CITY ATTORNEY

STATE OF NORTH DAKOTA)
COUNTY OF CASS)

ON THIS _____ DAY OF _____, 2017, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOHN T. SHOCKLEY, CITY ATTORNEY, 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 ATTORNEY.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA

WEST FARGO COMMISSION APPROVAL

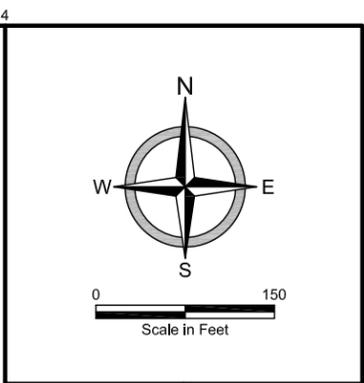
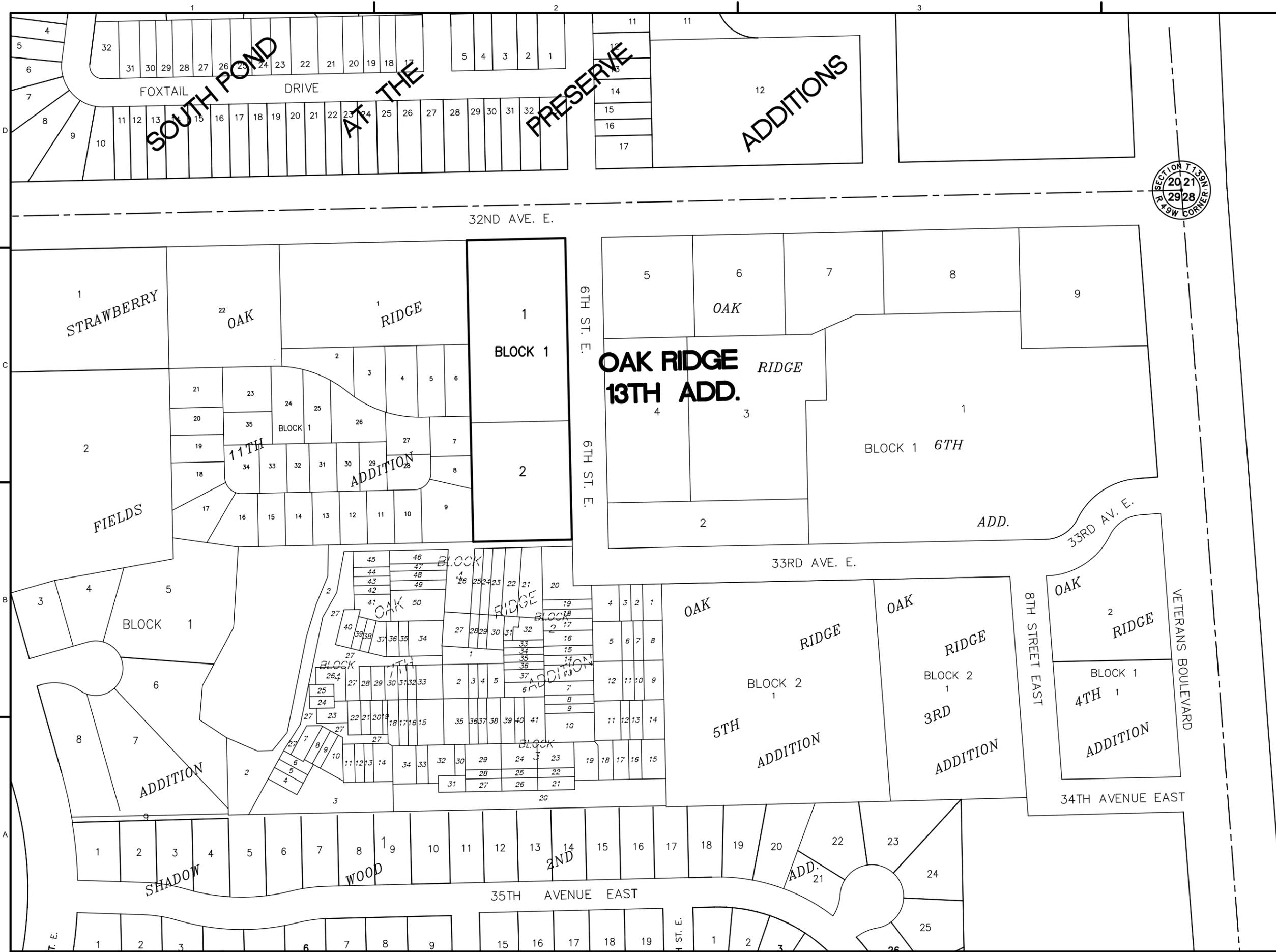
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2017.

RICH MATTERN, PRESIDENT OF
THE WEST FARGO CITY COMMISSION
STATE OF NORTH DAKOTA)
COUNTY OF CASS)

JAMES BROWNLEE, CITY AUDITOR

ON THIS _____ DAY OF _____, 2012, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED RICH MATTERN, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND JAMES BROWNLEE, 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
MY COMMISSION EXPIRES: _____



moore
 engineering, inc.
 Consulting Engineering • Land Surveying
 West Fargo, ND • Fargo, ND • Minot, ND
 www.mooreengineeringinc.com

**AREA PLAN: OAK RIDGE 13TH ADD.
 NORTHEAST QUARTER 20-139-49
 WEST FARGO, NORTH DAKOTA**

DATE:	4/18/17
REVISED:	
RECORD:	
PROJECT No.	19738
DRAWN BY:	JMS
CHECKED BY:	
PROJ. MANAGER:	
PROJ. ENGINEER:	

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 5.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Tim Solberg

2. PHONE NUMBER: 433-5320 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

The recently recorded Ordinance which rezoned Oak Ridge 11th to a PUD: Planned Unit Development included Lot 22, Block 1 which was advertised and provided for in the detailed development plans to remain zoned C: Light Commercial. Staff is asking the Commission to hold a public hearing and First Reading to rezone the lot back to C: Light Commercial.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Lot 22, Block 1 of Oak Ridge 11th Addition, City of West Fargo, North Dakota

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Hold First Reading and Public Hearing on the Rezoning at 5:30 pm on July 5, 2017.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 6.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Tim Solberg

2. PHONE NUMBER: 433-5320 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

North Pond at the Preserve 10th Addition, Subdivision & Rezoning from A:
Agricultural to C: Light Commercial

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Property in the NE $\frac{1}{4}$ of Section 20, T139N, R49W, City of West Fargo, North
Dakota.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Hold First Reading & Public Hearing on the rezoning at 5:30 pm on July 5, 2017.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A17-22		REPLAT AND REZONING	
North Pond at the Preserve 10 th Addition			
Property in the NE¼ of Section 20, T139N, R49W, City of West Fargo, North Dakota			
Applicant: Rusty Goose Development, LLLP		Staff Contact: Tim Solberg	
Planning & Zoning Commission Introduction:		06-12-2017	
Public Hearing:		06-12-2017 – Approval	
City Commission Introduction:		06-19-2017	
Public Hearing & 1 st Reading:		07-05-2017	
2 nd Reading and Final Plat Approval:			

PURPOSE:
Rezone from agricultural and replat for general commercial development.

STATEMENTS OF FACT:	
Land Use Classification:	General Commercial
Existing Land Use:	Vacant
Current Zoning District(s):	A: Agricultural
Zoning Overlay District(s):	CO-I: Interstate Corridor Overlay
Proposed Zoning District(s):	C: Light Commercial
Proposed Lot size(s) or range:	2.48 Acres and 21.23 Acres
Total area size:	23.76 Acres
Adjacent Zoning Districts:	North – Interstate 94 Corridor South – C: Light Commercial & P: Public Utilities (Park) East – C: Light Commercial West – C-OP: Commercial Office Park
Adjacent street(s):	23 rd Avenue East (Collector Street); 6 th Street East (Local)
Adjacent Bike/Pedestrian Facilities:	Path along south side of 23 rd Ave E Sidewalk along 6 th St E
Available Parks/Trail Facilities:	River’s Bend at the Preserve Park and North Pond Trail and Pond lookout within ½ mile
Land Dedication Requirements:	Although this is not a replat, the developer has provided land dedication by way of an agreement which was dated March 15, 2015 to cover all future dedication requirements within the North Pond developments. The land dedication is therefore provided for from this previous agreement in place.

DISCUSSION AND OBSERVATIONS:
<ul style="list-style-type: none"> • The applicant has submitted an application, preliminary plat, and area plan. • General Commercial development consistent with the C: Light Commercial zoning district is anticipated for the proposed Lot 1, Block 1. • The applicant has been considering a reduced right of way and pavement width for the extension of 6th Street East into the development and intends to split the proposed Lot 2, Block 1 into smaller lots

STAFF REPORT

in the future.

- Discussion has occurred with technical staff for a number of months regarding pavement widths and right of way requirements within the City's subdivision ordinance. Further, there has been discussion during West Fargo 2.0 events to reduce the City's street widths. The applicant wishes to reduce the right of way and pavement width for this section of roadway as they feel the current requirements of 40 foot pavement width and 80 foot right of way width far exceed what their demand will be. Different options on how to accommodate this, and to determine the most appropriate roadway design are currently being discussed and staff anticipates updates will be provided to the Planning Commission at their June 12, 2017 meeting.

NOTICES:

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

Comments Received:

- None

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

- The proposed plan is consistent with City plans and Ordinances, which depicts the area developing as General Commercial.

RECOMMENDATIONS:

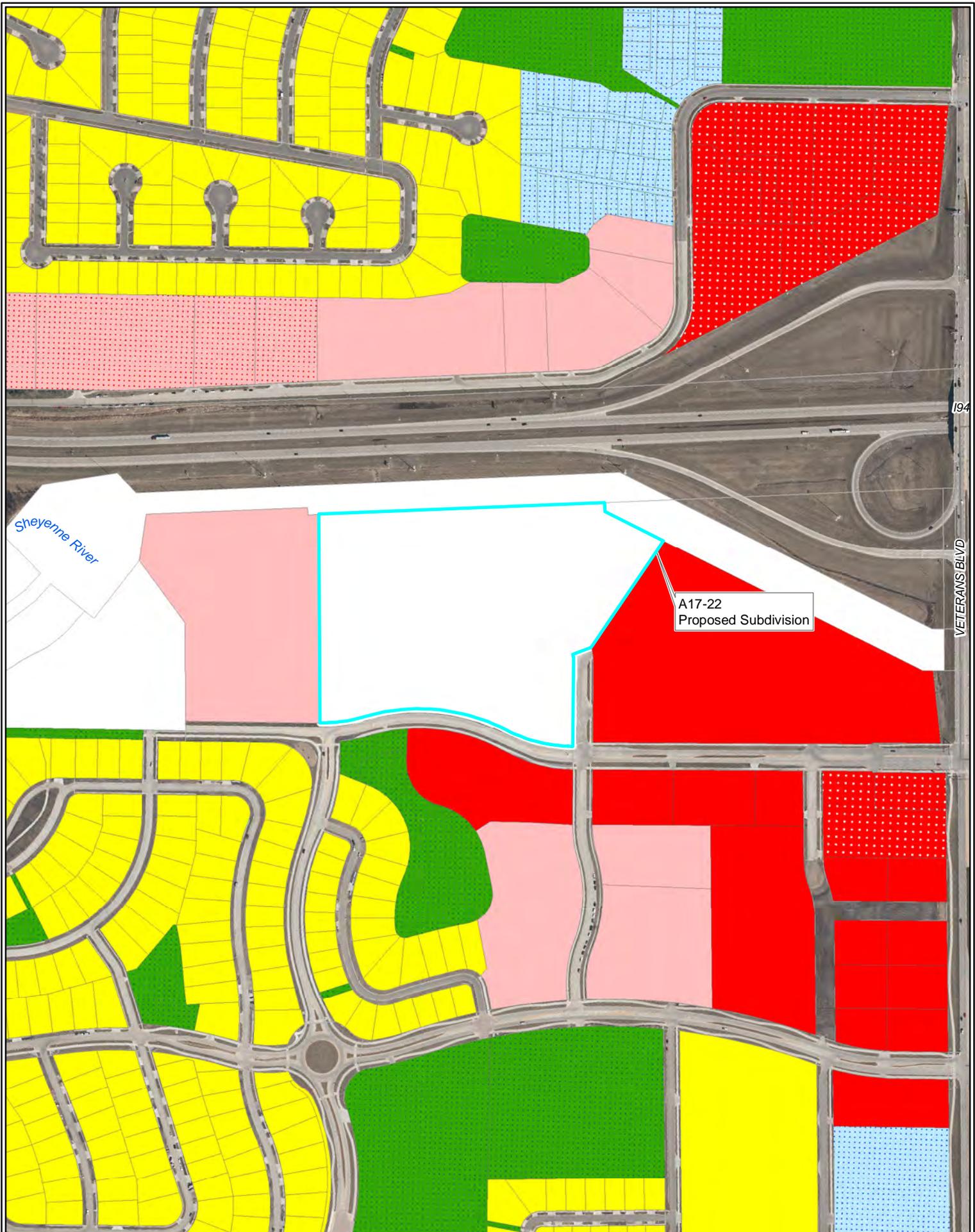
It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. Adequate road widths to accommodate development on Lot 1, Block 1 are provided with future intentions for Lot 2, Block 1 also provided for.
2. A signed subdivision improvement agreement is received.
3. A drainage plan is received and approved by the City Engineer.
4. An Attorney Title Opinion to the City of West Fargo is received.
5. Signed Final Plat is received with any necessary easements.
6. A certificate is received showing taxes are current.

PLANNING AND ZONING RECOMMENDATION:

At their June 12, 2017 meeting, the Planning and Zoning Commission approved the request subject to the six conditions listed above and approving the proposed "half street" with right of way width of 60' initially intended to adequately provide for the street improvement while still allowing the developer and City the ability to determine adequate right of way width for the commercial development if necessary in the future by expanding on the currently undeveloped property to the southwest of the proposed lot 1, block 1.





Sheyenne River

A17-22
Proposed Subdivision

194

VETERANS BLVD

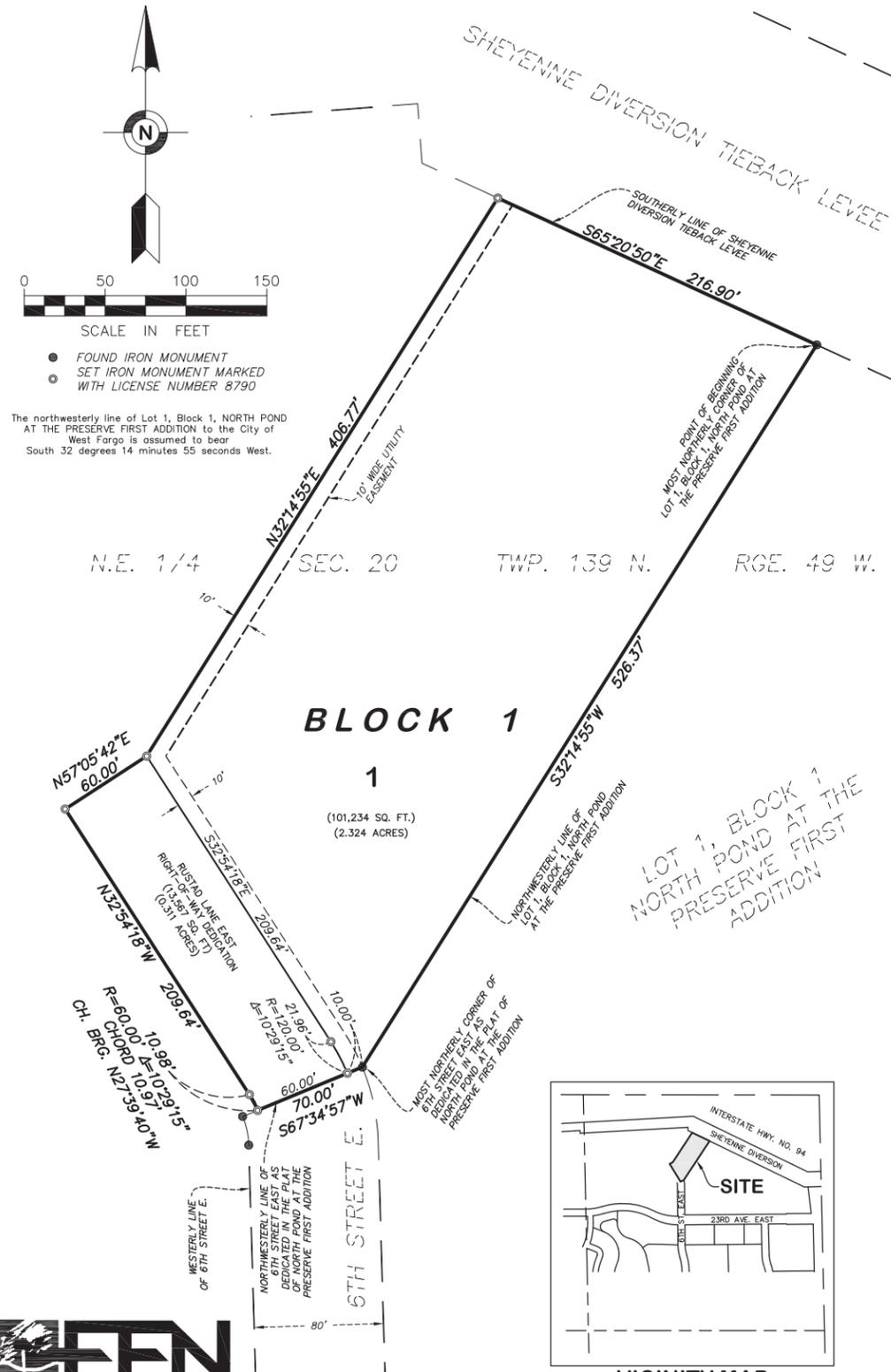


- | | | | | |
|---|---|---|--|---|
| <ul style="list-style-type: none"> □ A: Agricultural ■ C: Light Commercial ■ C-PUD: PUD in General ■ C-OP: Commercial Office Park ■ C-OP-PUD: PUD in Office Park | <ul style="list-style-type: none"> ■ HC: Heavy Commercial ■ LI: Light Industrial ■ CM-PUD: PUD in Light Industrial ■ M: Heavy Industrial ■ P: Public | <ul style="list-style-type: none"> ■ P-PUD: PUD in Public ■ R-L1A: Large Lot Single Family Dwelling ■ R-1A: Single Family Dwelling ■ R-1: One and Two Family Dwelling | <ul style="list-style-type: none"> ■ R-1SM: Mixed One and Two Family Dwelling ■ R-2: Limited Multiple Dwelling ■ R-3: Multiple Dwelling ■ R-4: Mobile Home | <ul style="list-style-type: none"> ■ R-5: Manufactured Home Subdivision ■ R-1E: Rural Estate ■ R-R: Rural Residential ■ R-PUD: PUD in Residential |
|---|---|---|--|---|



PLAT OF NORTH POND AT THE PRESERVE TENTH ADDITION

TO THE CITY OF WEST FARGO, A PLAT OF PART OF THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 139 NORTH, RANGE 49 WEST, CASS COUNTY, NORTH DAKOTA



● FOUND IRON MONUMENT
○ SET IRON MONUMENT MARKED WITH LICENSE NUMBER 8790

The northwesterly line of Lot 1, Block 1, NORTH POND AT THE PRESERVE FIRST ADDITION to the City of West Fargo is assumed to bear South 32 degrees 14 minutes 55 seconds West.

CERTIFICATE

Eric A. Roeser, being duly sworn, deposes and says that he is the Registered Land Surveyor who prepared and made the attached plat of NORTH POND AT THE PRESERVE TENTH ADDITION to the City of West Fargo, a plat of part of the Northeast Quarter of Section 20, Township 139 North, Range 49 West, Cass County, North Dakota; that said plat is a true and correct representation of said 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 the exterior boundary lines of said addition are described as follows, to wit:

That part of the Northeast Quarter of Section 20, Township 139 North, Range 49 West, Cass County, North Dakota, described as follows:
 BEGINNING at the most northerly corner of Lot 1, Block 1, NORTH POND AT THE PRESERVE FIRST ADDITION to the City of West Fargo, Cass County, North Dakota, according to the recorded plat thereof; thence South 32 degrees 14 minutes 55 seconds West, assumed bearing, along the northwesterly line of said Lot 1, a distance of 526.37 feet to the most northerly corner of 6th Street East in the City of West Fargo (dedicated as 7th Street East in the plat of NORTH POND AT THE PRESERVE FIRST ADDITION to the City of West Fargo); thence South 67 degrees 34 minutes 57 seconds West along the northwesterly line of said 6th Street, a distance of 70.00 feet; thence northwesterly 10.98 feet along a non-tangential curve concave to the west having a radius of 60.00 feet, a central angle of 10 degrees 29 minutes 15 seconds, and a chord bearing of North 27 degrees 39 minutes 40 seconds West; thence North 32 degrees 54 minutes 18 seconds West, tangent to the last described curve, a distance of 209.64 feet; thence North 57 degrees 05 minutes 42 seconds East, a distance of 60.00 feet; thence North 32 degrees 14 minutes 55 seconds East, a distance of 406.77 feet to the southerly right-of-way line of the Sheyenne Diversion Tieback Levee; thence South 65 degrees 20 minutes 50 seconds East along said southerly right-of-way line of the Sheyenne Diversion Tieback Levee, a distance of 216.90 feet to the point of beginning.

Said tract contains 2.635 Acres, more or less, and is subject to easements, reservations, restrictions and rights-of-way of record, if any.

Eric A. Roeser
 Registered Land Surveyor
 Registration Number LS-8790

State of _____)
) ss
 County of _____)

This _____ day of _____, 20____, before me, a notary public in and for said county and state personally appeared Eric A. Roeser, Registered Land Surveyor, known to me to be the person described in and who executed the foregoing certificate and acknowledged to me that he executed the same as his free act and deed.

Notary Public, _____ County, _____
 My Commission Expires _____

DEDICATION

We, the undersigned, do hereby certify that we are the owners of the land described in the plat of NORTH POND AT THE PRESERVE TENTH ADDITION to the City of West Fargo, a plat of part of the Northeast Quarter of Section 20, Township 139 North, Range 49 West, Cass County, North Dakota; that we have caused it to be platted into lots and blocks as shown by said plat and certificate of Eric A. Roeser, Registered Professional Land Surveyor, and that the description as shown in the certificate of the registered land surveyor is correct. We hereby dedicate all utility easements and Rustad Lane East right-of-way as shown on said plat to the use of the public.

Owner: Rusty Goose Development, LLLP

By _____
 Daris Borth, General Partner

State of North Dakota)
) ss
 County of Cass)

This _____ day of _____, 20____, before me, a notary public in and for said county and state personally appeared Daris Borth, a General Partner of Rusty Goose Development, LLLP, known to me to be the person described in and who executed the foregoing instrument and acknowledged to me that she executed the same in the name of Rusty Goose Development, LLLP.

Notary Public, Cass County, North Dakota
 My Commission Expires _____

CITY ENGINEER'S APPROVAL

This plat in the City of West Fargo, North Dakota is hereby approved this _____ day of _____, 2017.

 Dustin Scott, City Engineer

State of North Dakota)
) ss
 County of Cass)

This _____ day of _____, 2017, before me, a notary public in and for said county and state personally appeared Dustin Scott, City Engineer, known to me to be the person described in and who executed the foregoing certificate and acknowledged to me that he executed the same as City Engineer.

Notary Public, Cass County, North Dakota
 My Commission Expires _____

WEST FARGO CITY COMMISSION APPROVAL

This plat in the City of West Fargo, North Dakota is hereby approved this _____ day of _____, 2017.

 Rich Mattern, President
 West Fargo City Commission

 Tina Fisk, Auditor

State of North Dakota)
) ss
 County of Cass)

This _____ day of _____, 2017, before me, a notary public in and for said county and state personally appeared Rich Mattern, President of the West Fargo City Commission, and Tina Fisk, Auditor, known to me to be the persons described in and who executed the foregoing certificate and acknowledged to me that they executed the same on behalf of the City of West Fargo, a political subdivision of the State of North Dakota.

Notary Public, Cass County, North Dakota
 My Commission Expires _____

WEST FARGO PLANNING COMMISSION APPROVAL

This plat in the City of West Fargo, North Dakota is hereby approved this _____ day of _____, 2017.

 Tom McDougall, Chairman

State of North Dakota)
) ss
 County of Cass)

This _____ day of _____, 2017, before me, a notary public in and for said county and state personally appeared Tom McDougall, Chairman of the West Fargo Planning Commission, known to me to be the person described in and who executed the foregoing certificate and acknowledged to me that he executed the same on behalf of the West Fargo Planning Commission.

Notary Public, Cass County, North Dakota
 My Commission Expires _____

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 _____, 2017.

 John T. Shockley, City Attorney

State of North Dakota)
) ss
 County of Cass)

This _____ day of _____, 2017, before me, a notary public in and for said county and state personally appeared John T. Shockley, City Attorney, known to me to be the person described in and who executed the foregoing certificate and acknowledged to me that he executed the same as City Attorney.

Notary Public, Cass County, North Dakota
 My Commission Expires _____



VICINITY MAP
 NE 1/4, SECTION 20, T. 139N, R. 49W
 NOT TO SCALE

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 7.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Tim Solberg

2. PHONE NUMBER: 433-5320 DATE: June 28, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:

Gateway West Addition, Subdivision, Rezoning from Agricultural to PUD:
Planned Unit Development & Land Use Plan Amendment from Office Park to
General Commercial for north 200' of property.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):

Property in the SE $\frac{1}{4}$ of Section 18, T139N, R49W, City of West Fargo, North
Dakota.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:

Second Reading on the Rezoning, Approval of Land Use Plan Amendment and
Final Plat Approval based on Conditions listed in the Staff Report.

CITY OF WEST FARGO PLANNING & COMMUNITY DEVELOPMENT

STAFF REPORT

A16-59		Subdivision, Rezoning, and Land Use Plan Amendment	
Gateway West Addition			
SE ¼ of Section 18, T139, R49W & Replat of Lot 13, Block 4 of Elmwood Court Addition			
Applicant: Oppidan Holdings LLC		Staff Contact: Tim Solberg	
Owner: Vibuck Development LLC & Violet Beaton			
Planning & Zoning Commission Introduction:		12/12/16	
Public Hearing:		12/12/16 – Concept Plans Approved	
Detailed Development Plans:		05/08/17 - Approval	
City Commission Introduction:		12/19/16	
Public Hearing & 1 st Reading:		06/05/2017	
2 nd Reading and Final Plat Approval:		07/05/2017	

PURPOSE:

Plat and Rezone from A: Agricultural to PUD: Planned Unit Development; and Land Use Plan Amendment from Office Park to General Commercial for the north portion of the application area, and replat Lot 13, Block 4 of Elmwood Court Addition.

STATEMENTS OF FACT:

Land Use Classification:	Office Park and General Commercial
Existing Land Use:	Vacant
Current Zoning District(s):	A: Agricultural
Zoning Overlay District(s):	CO: Corridor Overlay District and CO-I: Interstate Corridor Overlay
Proposed Zoning District(s):	PUD: Planned Unit Development (General Commercial)
Proposed Lot size(s) or range:	.26 – 7.64 acres
Total area size:	21.30 Acres
Adjacent Zoning Districts:	North – R-1: One and Two Family Residential South – Interstate 94 Right-of-Way East – R-PUD: Planned Unit Development (Residential) West – Interstate 94 Right-of-Way
Adjacent street(s):	Sheyenne Street (Minor Arterial)
Adjacent Bike/Pedestrian Facilities:	Sidewalks adjacent on East side of Sheyenne Street.
Available Parks/Trail Facilities:	Elmwood Park within ½ mile connected by sidewalks. Future connection to multi-use path along adjacent Sheyenne Street.
Public Dedication Requirements:	Dedication Required.

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application, project narrative, preliminary site plans, preliminary plat and area plan. The site plan and narrative proposes the area to develop as PUD: Planned Unit Development in a General Commercial Land Use.

STAFF REPORT

- A portion of the area being proposed for development is currently classified as Office Park by the City's Future Land Use Plan.
- The applicant proposes to develop eight lots for commercial development. Preliminary plans show a 60,000 ft² retail structure, two 10,000 ft² retail structures, one 4,300 ft² restaurant, and a fuel center. There are no plans for the large western lot labeled "OUTLOT B" on the plans at this time.
- The developer has submitted two iterations of the plan as they understand from the ongoing preliminary design for Sheyenne Street and I-94 Interchange improvements that right of way needs are at this time not certain. Layout "B" is the preferred option, while Layout "A" is an option that is the worst case scenario for them in regards to right of way needs of the ND DOT.
- The proposed private road would provide access to Sheyenne Street, 5th Street West, and 7th Street West.
- City staff has met with the property owner on multiple occasions with regards to access onto Sheyenne Street. The developer has also been in discussion with Sheyenne Street project consultants and ND DOT with regard to the possibility of a signal at the proposed access to Sheyenne Street which would align with Beaton Dr W. The applicant feels the functionality and success of the site depends greatly on the presence of a signal at this location.
- City staff is considering its response to the street connectivity within the development and the adjacent Elmwood neighborhood to the north. Currently on the proposed plans an access is proposed to 19th Ave W at 5th St W and 7th St W. Staff feels that there are pros and cons to these access locations. Primarily it is assumed that they would provide an entrance into the development for the residents to the north and this should be encouraged to relieve traffic on Sheyenne Street and provide convenience to the neighborhood. The connections at this time include non-motorized connectivity as well which should be supported. Possible conflicts may occur with commercial and residential activity and staff is considering the impact and may propose some possible alternatives to this with the developer. Additional traffic considerations should be given for 19th Ave E, i.e. stop signs, traffic calming measures, etc.
- The developer is proposing a buffer yard between the development and its adjacent residential neighbors to the north by a 6' opaque fence, landscaping, and 2-3' berm as provided in elevations. This buffer yard is proposed to be adjacent to a multi-use path in order to provide increased connectivity and distance between the proposed commercial uses and existing homes. Staff is concerned that the proposed buffer yard should be carefully considered to be sure that what is presented can be fulfilled within a reasonable timeframe to not cause prolonged disruption to the adjacent residential neighborhood.
- Cross access and parking easements are being proposed and considered to allow the most efficient use of the land. Agreements would need to address these easements.
- The use of private streets allows for the development to conserve land from the use of right of way. Maintenance of these private roadways can be achieved when agreements clearly define the responsibilities. Staff would recommend that the property owners in this case are responsible for the maintenance of the road and any above ground appurtenances, while the underground utilities would be the responsibility of the City to be clearly defined in an improvement agreement.
- Parking within the development could be considered as a whole, which would benefit the development in that it reduces the amount of unnecessary parking lots being constructed. The applicant notes that the parking ratio for the entire development would exceed the City's minimum requirements which could be verified at time of permitting.

STAFF REPORT

- A NuStar pipeline bisects the property. The owners and developers are working with NuStar to define the easement width. Currently there is a blanket type easement which dates back to the 1950's. There is no defined pipeline location, easement width specified, or improvement setback requirements.
- Included in the applicant's narrative and evident in the site plan are notes that the development will meet or exceed the City's requirements pertaining to building construction within the overlay districts, landscaping, and sign regulations. As has been done with other planned unit developments it would be recommended to require the developer to meet the City's overlay district standards as well as the supplementary district regulations required of all other development in the City.
- The uses within the northern 200' of the development have been designated to be developed as office park. The proposed uses are for retail and a restaurant. Consideration should be given to what is developed within these two proposed uses and how the site is designed for both to increase the compatibility of the two uses such as trash locations, buffering of noises, possible drive through locations, etc.
- Initial discussions have occurred with the Park District regarding the internal trail network, but formal response has not yet been received.

NOTICES:

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

Comments Received:

- We have received 2 comment letters in opposition and 1 comment letter in support with recommendations. The 3 letters are attached hereto.
- Public Works and Police have both commented that the access to 5th St W may be removed to avoid conflicts between the commercial development and the adjacent residential development to the north.

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

- The proposed development may be considered consistent with the City Comprehensive Plan under the following objectives:
 - Under the heading Land Use and Community Growth, Goal 3, Objective B, To establish a balance of commercial and industrial uses that are compatible with adjacent land uses and responsive to the needs of the community and surrounding market.
 - Objective C, To encourage the development of offices, office showroom, and other complementary uses, such as hotels and full service restaurants, along the I-94 corridor.
 - Under the heading Economic Development, Goal 2, Objective b, "To encourage the construction of additional commercial and industrial development within the community to diversify the tax base and provide a variety of higher wage employment opportunities
- The proposed development is not consistent with the City's current Land Use Plan which has left the north 200' of the area developing as Office Park. An amendment to the plan would be required prior to approval of the development and should be done so under careful consideration taking into account the goals and objectives of the City and impact to the adjacent residential development.

RECOMMENDATIONS:

It is recommended that the Planning & Zoning Commission approve the proposed application in concept on the basis that with an approved Land Use Plan amendment that it would be consistent with City plans and ordinances. Staff would consider it appropriate to formally introduce the concept plan to the City Commission prior to further development of the detailed development plans and return to Planning & Zoning Commission in order to further engage the discussion between the Commission and the adjacent neighborhood regarding the land use plan amendment. Conditions to consider as recommendations to the applicant as they proceed with detailed development plans are as follows:

1. Buffer yard between development and residential homes to the north be further detailed in order to provide the Commission and neighbors with the fence and landscaping specifications.
2. Consideration be given to the site design and use restrictions of the northern retail and restaurant which are being proposed within land that has been designated for Office Park.
3. Access to 5th St W and 7th St W be further discussed with direction from City Commission, Public Works, Engineering, Police, and Fire Departments.

PLANNING AND ZONING RECOMMENDATION:

At their December 12, 2016 meeting, the Planning and Zoning Commission approved concept, subject to the three conditions listed above.

DETAILED DEVELOPMENT PLANS:

The developer has submitted Detailed Development Plans for the Gateway West development. Since review of the Concept Development Plans, the issues with defining the easement with NuStar for the pipeline crossing the property from east to west have been resolved, as well as the NDDOT interchange option selected so that the property can be site planned for development without being affected by interstate right-of-way.

The developer has submitted a Project Narrative, as well as Detailed Development Plans for consideration. The narrative and plans are consistent with the Concept Development Plans that were submitted earlier, though showing much more detail. The developer is platting a stub street entrance at Sheyenne Street to allow the City to control the access and turning movements at that location. The proposed interchange configuration being constructed results in an improved roadway accommodating projected traffic volumes and provides for a signalized intersection which is intended to accommodate the traffic associated with the development. The developer will be installing a private drive from the stub street to 7th Street West, which provides access to the various establishments and a secondary emergency access to the site. The private drive is designed to accommodate residential vehicular and pedestrian traffic. Additional pedestrian traffic will be accommodated across City property at the 5th Street West location, as well as along Sheyenne Street. A berm/fence/tree buffer is proposed along the north side of the development to buffer the residential development from the commercial development.

The City is proposing a special improvement district to provide traffic calming measures on 19th Avenue West which will slow existing traffic down. The traffic calming measures should increase pedestrian and

STAFF REPORT

auto safety even though there will be increased traffic associated with the proposed development. The improvements should also discourage through traffic which is generated by the development. The City's intent is to special assess the improvement costs to the proposed development.

The subdivision plat reflects eight lots, one of which would be a retention pond along the northwest area of the development, a lot for storm water lift station, and the far west lot which would remain undeveloped at this time. The possibilities for the vacant lot include office complex, senior housing, or a retail use. A PUD Amendment would be submitted for consideration when the use is determined. The other lots are intended for development which will consist of up to 80,000 square feet of retail space, a 7,700 square foot convenience store and fuel station, and potentially 4,400 square feet for a standalone restaurant or fast food use.

The site plan shows a 60,550 sqft retail store in the center of the development (Lot 4), 7,000 sqft retail establishment (Lot 5), 7,700 convenience store and fuel station (Lot 3), ±4,330 sqft restaurant (Lot 1), and 10,000 sqft retail establishment (Lot 2). Some minor adjustments are needed for the restaurant to meet Corridor Overlay setback requirements which the developer has no issue with and is making the changes. Other building and parking/driving aisle setbacks governed by the CO: Corridor Overlay District and CO-I: Interstate Corridor Overlay District are being met. The parking for the site planned properties is being calculated in aggregate and exceeds the City parking requirements. The parking for the various establishments in the development will be shared to prevent excessive parking. Landscaping for the development as a whole is proposed to exceed the City's landscape standards. The northern boundary will have a 26-foot buffer with an earthen berm, 6-foot high privacy fence, and plantings that will promote screening from the development year-round. A pedestrian bikeway facility will be constructed on the south side of the 26-foot buffer. The primary truck dock in the rear of the building will have plantings to screen the truck area directly from the south. It would be appropriate to develop a view shed from Interstate 94 to determine if additional principal building material screening is necessary to screen the dock facility (docks and trucks) per the CO-I District.

The CO and CO-I Districts have higher building material design standards requiring a minimum of 70% glass, brick, wood, or stone materials which the developer has indicated would be met. The building elevation plans will be reviewed according to the CO-I District requirements.

Public dedication of lands or cash-in-lieu of public dedication is determined by the proposed use. Commercial subdivisions are required to dedicate at a 5% rate, which for a 21-acre subdivision would amount to about 1.05 acres. Preliminary discussions between developer, Park District, and City are leading to the Park District accepting the 26-foot buffer/pedestrian bikeway facility between Sheyenne Street and 7th Street West with the understanding that the development would be responsible for the maintenance. If additional dedication is required based on the Final Plat, additional area in the NW corner of the development or cash-in-lieu would be provided.

RECOMMENDATIONS:

It is recommended that the City conditionally approve the proposed Detailed Development Plans on the basis that it is consistent with City plans and ordinances and that the Planned Unit Development process allows for increased scrutiny of the compatibility with adjacent properties. The conditions of approval are as follows:

STAFF REPORT

1. The City's Future Land Use Plan is amended from Office Park to General Commercial for the north part of the development area.
2. The Detail Development Plans including the Gateway West Project Narrative and submitted plans are established as the development pattern for the retail and restaurant properties. Construction plans will be reviewed by the Commission. District standards include provisions to require, but are not limited to CO: Corridor Overlay District, CO-I: Interstate Corridor Overlay District, 4-440 Supplementary District Regulations, 4-450 Off-Street Parking and Loading Requirements, and 4-460 Sign Regulations. Screening of the truck dock is to meet the CO-I District requirements.
3. A PUD amendment will be submitted for the vacant property once the proposed use is determined.
4. An Attorney Title Opinion is received.
5. Public dedication is finalized between developer, parks and city, and a signed agreement is received.
6. Signed Subdivision Agreement is received.
7. A drainage plan is reviewed and approved by the City Engineer.
8. A signed Final Plat is received with any easements.
9. A certificate is received showing taxes are current.

PLANNING AND ZONING RECOMMENDATION:

At their May 8, 2017 meeting, the Planning and Zoning Commission approved Detailed Development Plans subject to the nine conditions listed above.

UPDATES – JUNE 1, 2017:

Discussions are ongoing regarding proposed improvements and funding for traffic control in the adjacent Elmwood Court neighborhood. Engineering and Public Works have also conducted public neighborhood meetings regarding these proposals. Details to this point have not been finalized.

UPDATES – JUNE 29, 2017:

It has been noted that signs should be considered within the PUD as a whole so that the ability to advertise "off-premise" be allowed within the PUD so long as it is advertising only businesses within the PUD. A sign allocation plan should be reviewed and filed with Planning staff prior to issuance of any sign permits.

Staff has included within the subdivision agreement a commitment from the applicant to paying for a portion of the improvements related to traffic calming on the adjacent neighborhood if and when decided by the City how to proceed.

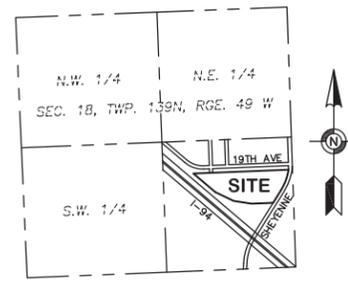
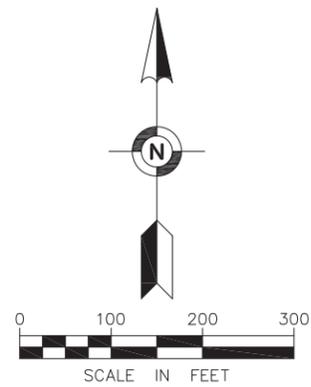
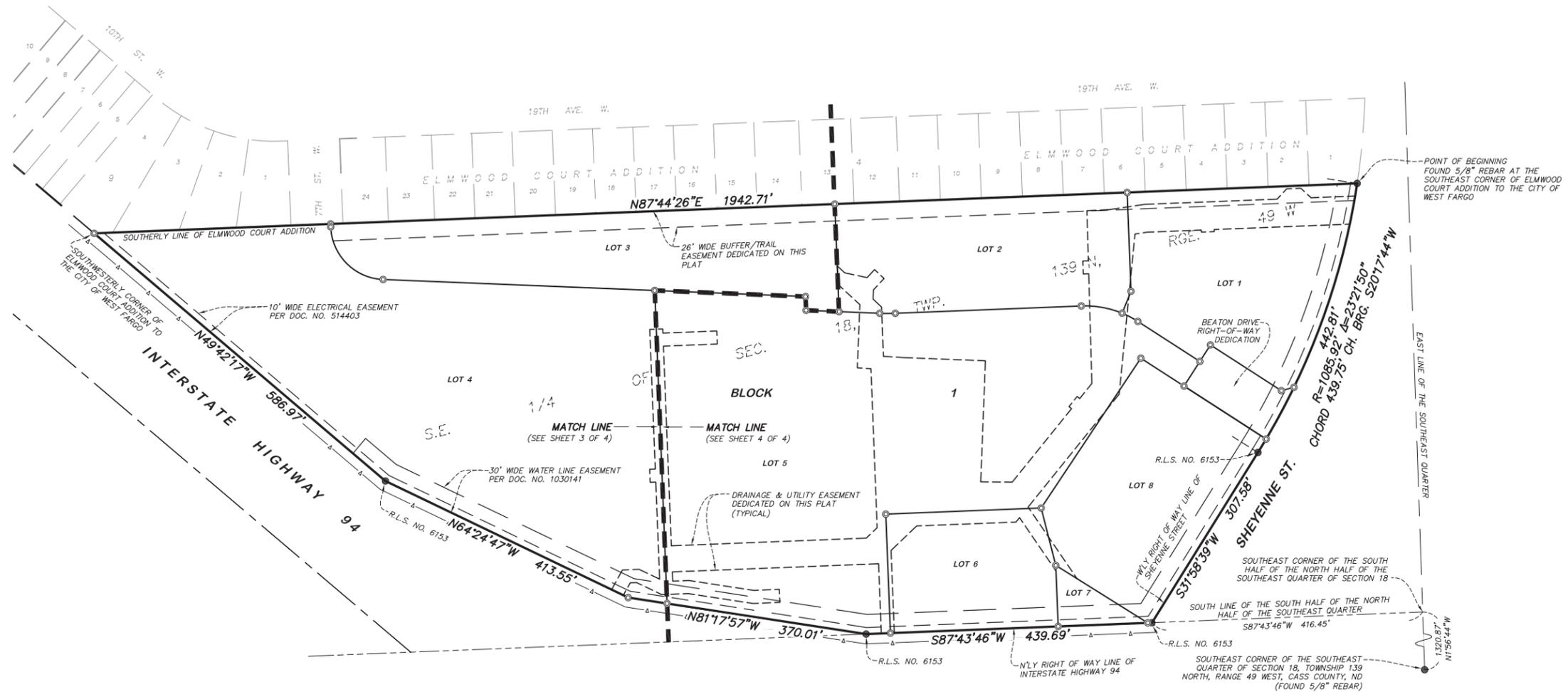
Park dedication agreements have been completed and signed by the applicant providing responsibilities of installation and future maintenance of the path connections.

The owner intends to transfer the lot to the applicant in early Spring of 2018. The entitlements which are being proposed signify a milestone in the purchase agreement between the owner and the applicant, however full transfer is not intended until early Spring as the applicant does not intend to begin construction until that time. The owner has asked the City to withhold final recording of the plat until March of 2018. Section 4-0404.9.C requires that the plat be recorded within six (6) months of City Commission approval, so if the owner does not file the plat within six months the Commission may have to reconsider this plat again prior to March of 2018.

Final conceptual site plans have been attached, the project narrative is unchanged from the 1st reading.

PLAT OF
GATEWAY WEST ADDITION

A PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 139 NORTH,
 RANGE 49 WEST, CASS COUNTY, NORTH DAKOTA



Controlled Access per doc. nos.
 345654, 341976, 819995, 823160,
 880239 & 931423

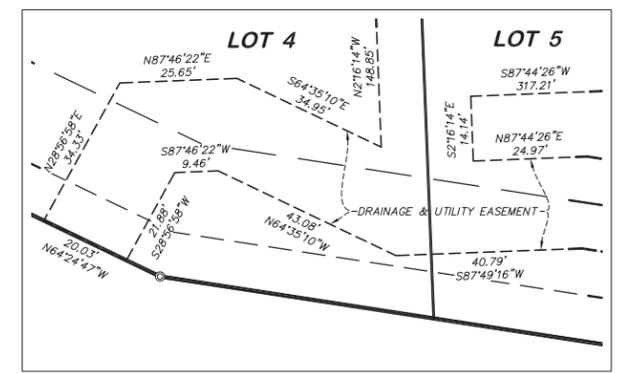
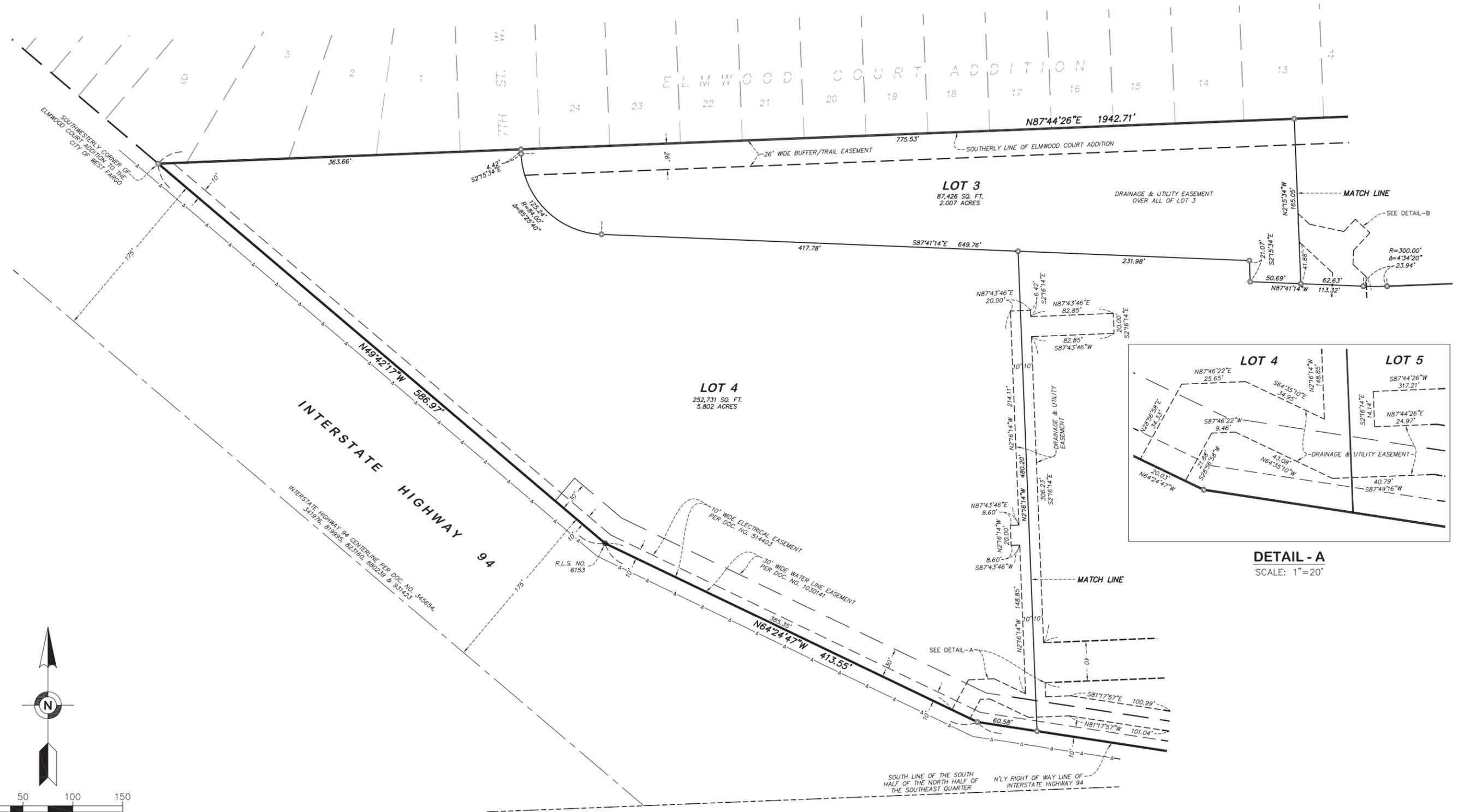
For the purposes of this plat, the south line of
 ELMWOOD COURT ADDITION, is assumed to have a
 bearing of North 87 degrees 44 minutes 26
 seconds East

- FOUND IRON MONUMENT AS NOTED
- SET IRON MONUMENT MARKED WITH LICENSE NUMBER 8790

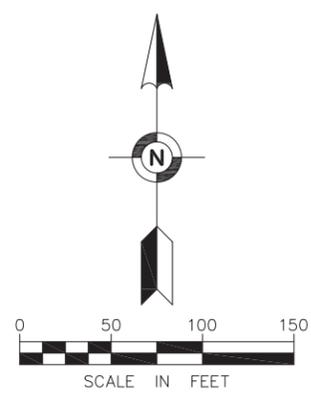


PLAT OF
GATEWAY WEST ADDITION

A PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 139 NORTH,
 RANGE 49 WEST, CASS COUNTY, NORTH DAKOTA



DETAIL - A
 SCALE: 1"=20'



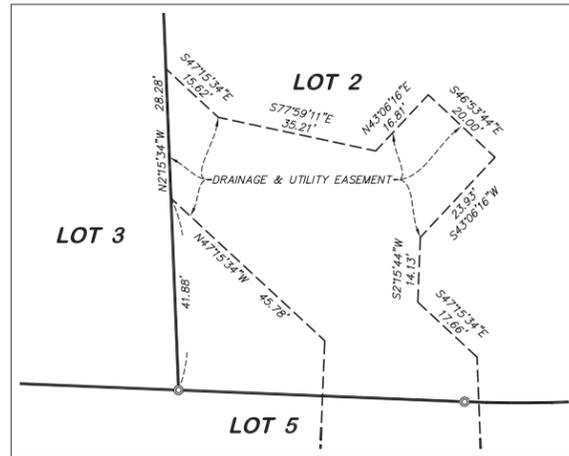
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PLAT OF GATEWAY WEST ADDITION

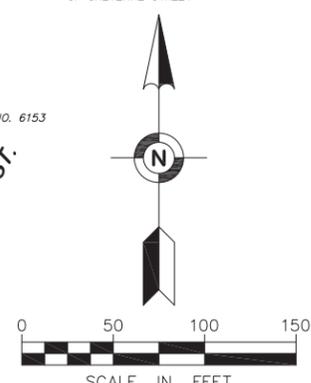
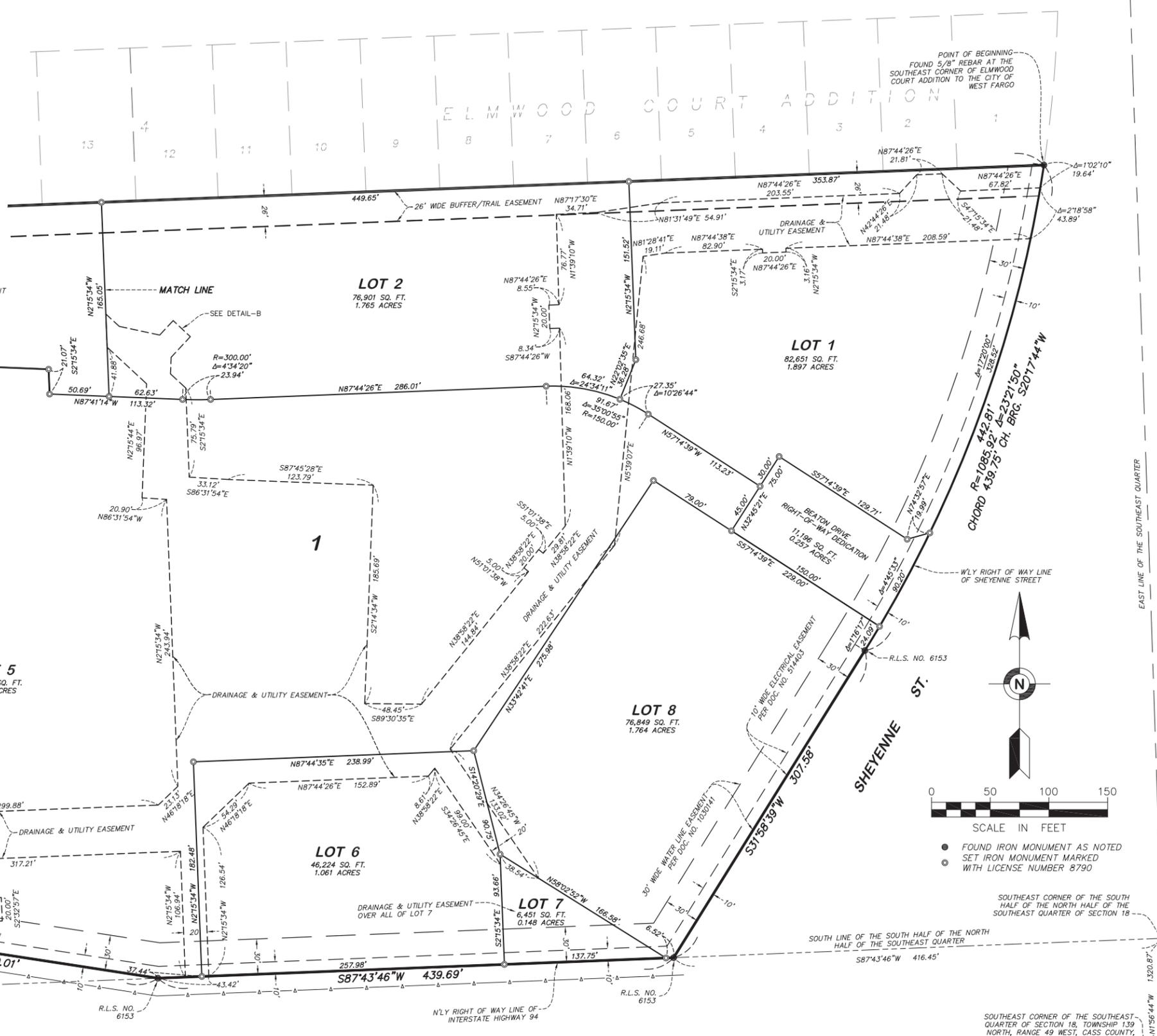
A PLAT OF PART OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 139 NORTH,
RANGE 49 WEST, CASS COUNTY, NORTH DAKOTA

19TH AVE. W.



DETAIL - B
SCALE: 1" = 20'

DRAINAGE & UTILITY EASEMENT
OVER ALL OF LOT 3



- FOUND IRON MONUMENT AS NOTED
- SET IRON MONUMENT MARKED WITH LICENSE NUMBER 8790

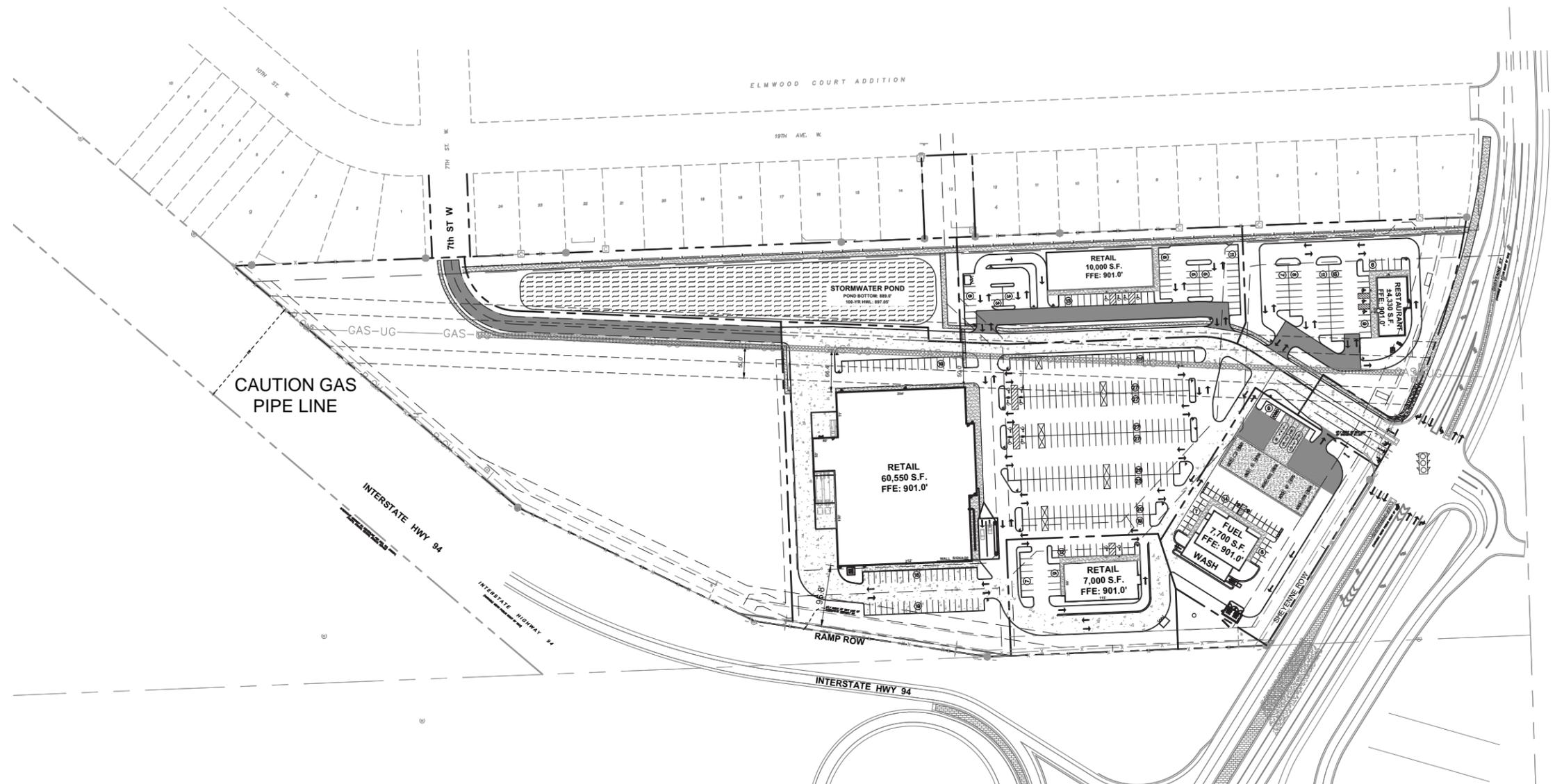
SOUTHEAST CORNER OF THE SOUTH
HALF OF THE NORTH HALF OF THE
SOUTHEAST QUARTER OF SECTION 18

SOUTH LINE OF THE SOUTH HALF OF THE NORTH
HALF OF THE SOUTHEAST QUARTER

SOUTHEAST CORNER OF THE SOUTHEAST-
QUARTER OF SECTION 18, TOWNSHIP 139
NORTH, RANGE 49 WEST, CASS COUNTY,
ND (FOUND 5/8" REBAR)



This document, together with the concepts and designs presented herein, is an instrument of service, and shall be without liability to Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc. if it is used for any purpose other than that for which it was prepared. Reuse of any part of this document without the written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



SITE PLAN NOTES

- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
- CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
- ALL DISTURBED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL, SEED, MULCH AND WATER UNTIL A HEALTHY STAND OF GRASS IS ESTABLISHED.
- ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
- ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
- EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
- SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY EGAN, FIELD & NOWAK, INC.
- PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
- CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
- NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
- REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.

LEGEND

- PROPERTY LINE
- PROPOSED 6' TALL FENCE
- SETBACK LINE
- PROPOSED CURB AND GUTTER
- PROPOSED CONCRETE SIDEWALK
- PROPOSED HEAVY DUTY CONCRETE
- PROPOSED STANDARD DUTY CONCRETE
- PROPOSED HEAVY DUTY ASPHALT
- PROPOSED REINFORCED CONCRETE (OVER THE GAS LINE ONLY)
- PROPOSED STANDARD DUTY ASPHALT
- PROPOSED STORMWATER POND

SITE DATA SUMMARY

LOT AREAS		
LOT NUMBER	ACRES	SQUARE FEET
LOT 1	1.90	82,616
LOT 2	1.77	76,900
LOT 3	1.60	69,680
LOT 4	6.32	275,303
LOT 5	1.09	46,983
LOT 6	2.00	87,426
LOT 7	5.79	252,145
LOT 8	0.15	6,686
CITY OWNED PARCEL	0.24	10,400
I-94 DEDICATED RIGHT OF WAY	0.07	3,069
SHEYENNE DEDICATED RIGHT OF WAY	.37	16,187
TOTAL	21.30	927,395

PARKING SUMMARY

LOT	REQ'D PARKING	PROP'D PARKING	
		SPACES	SPACES
LOT 1	43	53	SPACES
LOT 2	40	54	SPACES
LOT 3	31	35	SPACES
LOT 4	297	280	SPACES
LOT 5	28	24	SPACES
TOTAL	439	446	SPACES

*REQUIRED PARKING: GROCERY REQUIRES ONE SPACE PER 200 SQUARE FEET OF GROSS FLOOR AREA OR CUSTOMER SALES AND SERVICE PLUS ONE SPACE PER 200 SQUARE FEET GROSS FLOOR AREA OF STORAGE

FAST FOOD WITH SEATING REQUIRES ONE SPACE PER THREE PATRON SEATS PLUS ONE SPACE PER EMPLOYEE ON THE LARGEST SHIFT

GENERAL RETAIL: ONE SPACE PER 250 SQUARE FEET UNLESS OTHERWISE SPECIFIED

PERVIOUS AREA SUMMARY

LOT	10% MIN. PERVIOUS				PROP'D PERVIOUS			
	SF	AC.	SF	AC.	SF	AC.	SF	AC.
LOT 1	8,262	0.19	AC.	33,269	0.76	AC.		
LOT 2	7,690	0.18	AC.	17,415	0.40	AC.		
LOT 3	6,968	0.16	AC.	13,570	0.31	AC.		
LOT 4	27,530	0.63	AC.	34,907	0.80	AC.		
LOT 5	4,698	0.11	AC.	13,110	0.30	AC.		
TOTAL	55,148	1.27	AC.	112,271	2.58	AC.		

* PROPOSED DEVELOPMENT DOES NOT INCLUDE WESTERN PARCEL, OUTLOTS, OR DEDICATED ROW

EXISTING SETBACKS SUMMARY

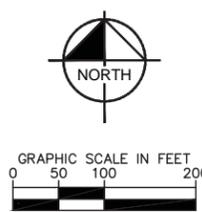
EX. ZONING (CO & CI OVERLAYS)		
FRONT	45 FT TO ROW	100 FT TO INTERSTATE, 30 FT TO ON/OFF RAMP
SIDE	10 FT	100 FT TO INTERSTATE, 30 FT TO ON/OFF RAMP
REAR	20 FT TO STREET, 10 FT OTHER	100 FT TO INTERSTATE, 30 FT TO ON/OFF RAMP
INTERNAL	15 FT	

BUILDING COVERAGE SUMMARY

LOT	BUILDING TYPE	PROPOSED COVERAGE	40% MAX. COVERAGE
LOT 1	FAST FOOD RESTAURANT	±4,330 SF (5.2%)	33,047 SF
LOT 2	RETAIL	±10,000 SF (13.0%)	30,760 SF
LOT 3	FUEL CENTER	±7,700 SF (10.9%)	28,206 SF
LOT 4	RETAIL	±60,550 SF (22.0%)	110,121 SF
LOT 5	RETAIL	±7,000 SF (16.1%)	17,442 SF
TOTAL		±89,580 SF	±219,576 SF

PROPOSED SETBACKS SUMMARY

	CO & CI OVERLAY REQUIREMENTS	PROPOSED MINIMUM
LANDSCAPE BUFFER ON STREET	20 Ft	10 Ft
LANDSCAPE BUFFER INTERNAL	5 Ft	5 Ft
DRIVE AISLE BUFFER	3 Ft	3 Ft
BUILDING TO I-94 RAMP	30 Ft	20 Ft
BUILDING TO SHEYENNE ST	45 Ft	45 Ft
BUILDING TO RESIDENTIAL	20 FT	29 Ft



PRELIMINARY - NOT FOR CONSTRUCTION

SITE PLAN - OVERALL

GATEWAY WEST WEST FARGO, NORTH DAKOTA

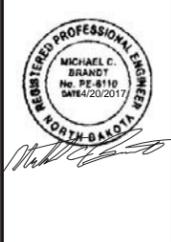


SHEET NUMBER C3.0

No.	REVISIONS	DATE	BY
1	ISSUED FOR CITY REVIEW	4/20/17	BRU

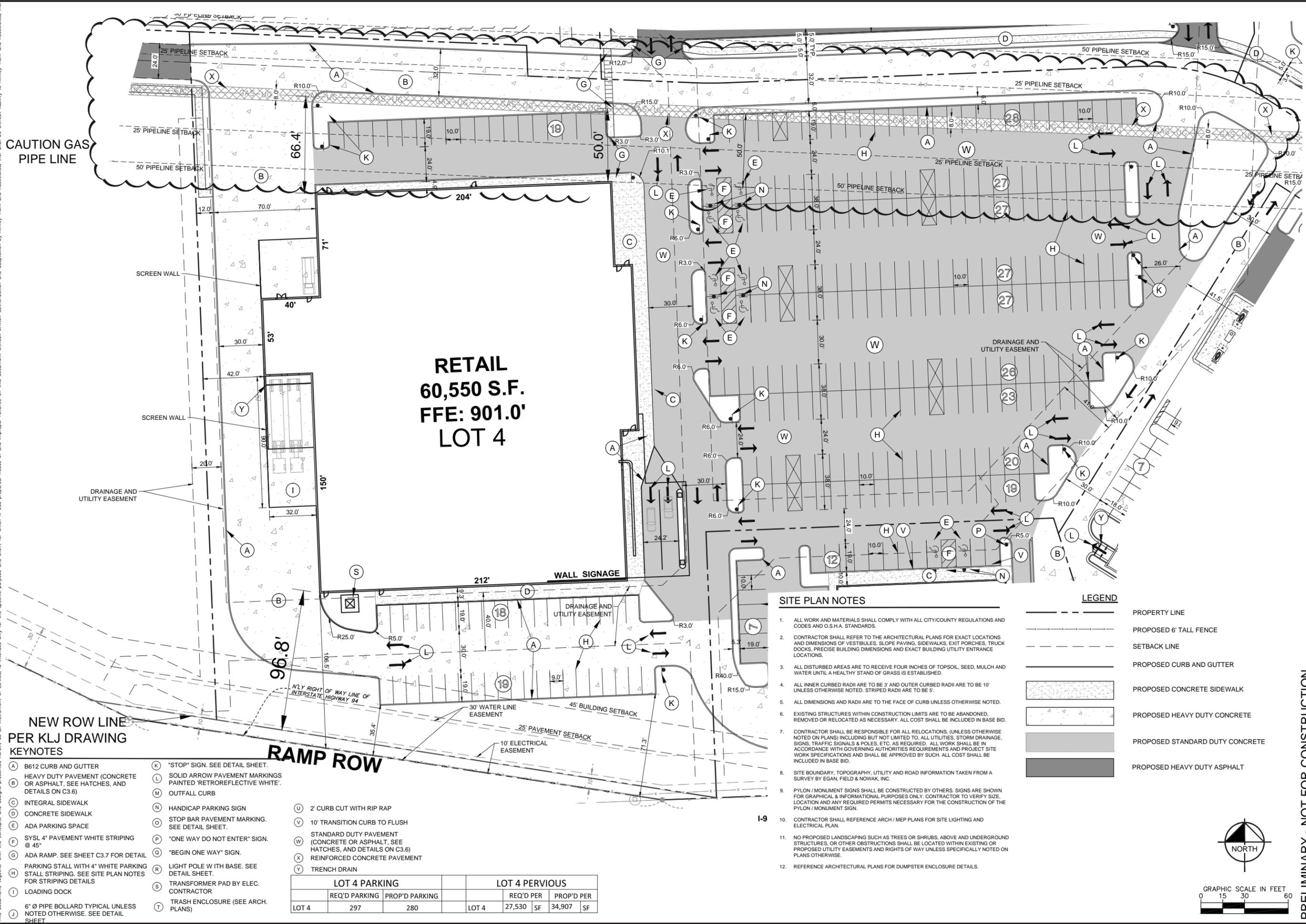
Kimley»Horn

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2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM



KHA PROJECT	160774029
DATE	05/05/17
SCALE	AS SHOWN
DESIGNED BY	AD, JA
DRAWN BY	AD, JA
CHECKED BY	WCB

K:\TWC_LDEV\OPPIDDAN\WEST_FARGO_RETAIL_3 Design\CAD\PlanSheets\C3 Site Plan.dwg May 05, 2017 - 1:41pm
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RETAIL
60,550 S.F.
FFE: 901.0'
LOT 4

NEW ROW LINE
PER KLJ DRAWING
KEYNOTES

- (A) B612 CURB AND GUTTER
- (B) HEAVY DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6)
- (C) INTEGRAL SIDEWALK
- (D) CONCRETE SIDEWALK
- (E) ADA PARKING SPACE
- (F) SYSL 4" PAVEMENT WHITE STRIPING @ 45°
- (G) ADA RAMP. SEE SHEET C3.7 FOR DETAIL
- (H) PARKING STALL WITH 4" WHITE PARKING STALL STRIPING. SEE SITE PLAN NOTES FOR STRIPING DETAILS
- (I) LOADING DOCK
- (J) 6" Ø PIPE BOLLARD TYPICAL UNLESS NOTED OTHERWISE. SEE DETAIL SHEET
- (K) "STOP" SIGN. SEE DETAIL SHEET.
- (L) SOLID ARROW PAVEMENT MARKINGS PAINTED 'RETROREFLECTIVE WHITE'.
- (M) OUTFALL CURB
- (N) HANDICAP PARKING SIGN
- (O) STOP BAR PAVEMENT MARKING. SEE DETAIL SHEET.
- (P) "ONE WAY DO NOT ENTER" SIGN.
- (Q) "BEGIN ONE WAY" SIGN.
- (R) LIGHT POLE WITH BASE. SEE DETAIL SHEET.
- (S) TRANSFORMER PAD BY ELEC. CONTRACTOR
- (T) TRASH ENCLOSURE (SEE ARCH. PLANS)
- (U) 2' CURB CUT WITH RIP RAP
- (V) 10' TRANSITION CURB TO FLUSH
- (W) STANDARD DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6)
- (X) REINFORCED CONCRETE PAVEMENT
- (Y) TRENCH DRAIN

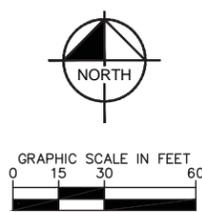
LOT 4	LOT 4 PARKING		LOT 4 PVIOUS	
	REQ'D PARKING	PROP'D PARKING	REQ'D PER	PROP'D PER
LOT 4	297	280	27,530 SF	34,907 SF

SITE PLAN NOTES

1. ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
2. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
3. ALL DISTURBED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL, SEED, MULCH AND WATER UNTIL A HEALTHY STAND OF GRASS IS ESTABLISHED.
4. ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
5. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
6. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
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8. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY EGAN, FIELD & NOWAK, INC.
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LEGEND

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- PROPOSED 6' TALL FENCE
- SETBACK LINE
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- PROPOSED HEAVY DUTY CONCRETE
- PROPOSED STANDARD DUTY CONCRETE
- PROPOSED HEAVY DUTY ASPHALT



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 PHONE: (651) 645-4197
 WWW.KIMLEY-HORN.COM

REGISTERED PROFESSIONAL ENGINEER
 MICHAEL C. BRANDT
 No. PE 8149
 04/20/2017
 NORTH DAKOTA

OPPIDDAN
 Institute of Business, University of North Dakota

SITE PLAN - LOT 4

GATEWAY WEST, WEST FARGO, NORTH DAKOTA

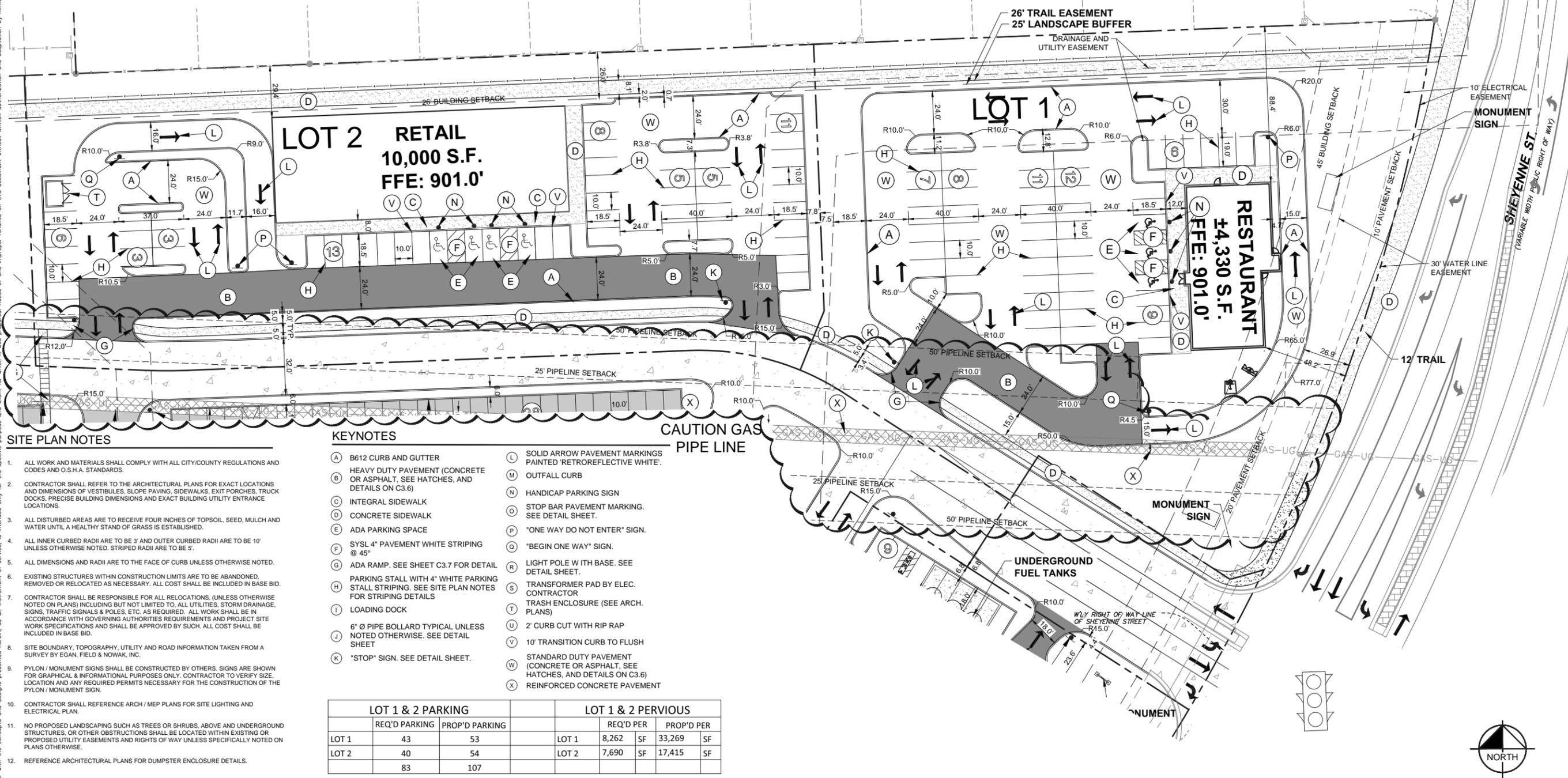
SHEET NUMBER **C3.1**

NO.	REVISIONS	DATE	BY
1	ISSUED FOR CITY REVIEW	4/20/17	BRU

K:\TWC_LDEV\OPPIDAN\WEST_FARGO_RETAIL_3_Design\CAD\PlanSheets\C3_Site_Plan.dwg May 05, 2017 - 1:41pm
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8. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY EGAN, FIELD & NOWAK, INC.
9. Pylon / Monument Signs shall be constructed by others. Signs are shown for graphical & informational purposes only. Contractor to verify size, location and any required permits necessary for the construction of the Pylon / Monument Sign.
10. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
11. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
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KEYNOTES

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- (K) "STOP" SIGN. SEE DETAIL SHEET.
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- (U) 2' CURB CUT WITH RIP RAP
- (V) 10' TRANSITION CURB TO FLUSH
- (W) STANDARD DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6)
- (X) REINFORCED CONCRETE PAVEMENT

LOT 1 & 2 PARKING			LOT 1 & 2 PERVIOUS		
	REQ'D PARKING	PROP'D PARKING		REQ'D PER	PROP'D PER
LOT 1	43	53	LOT 1	8,262 SF	33,269 SF
LOT 2	40	54	LOT 2	7,690 SF	17,415 SF
	83	107			

No.	REVISIONS	DATE	BY
1	ISSUED FOR CITY REVIEW	4/20/17	BRU

Kimley Horn
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 2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114
 PHONE: 651-646-4197
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KHA PROJECT	160774029
DATE	05/05/17
SCALE	AS SHOWN
DESIGNED BY	AD, JA
DRAWN BY	AD, JA
CHECKED BY	NCB

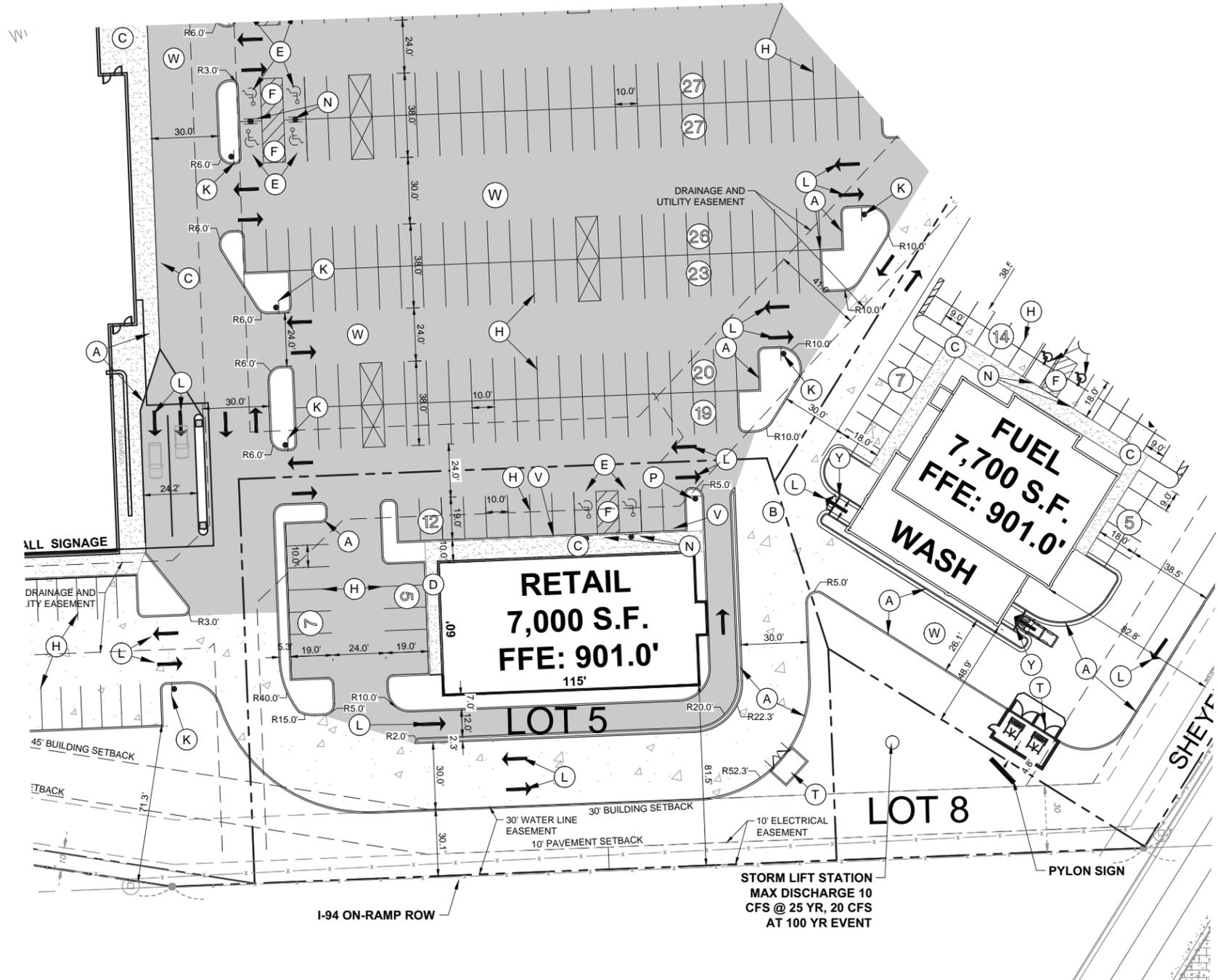
SITE PLAN - LOT 1 & 2

OPPIDAN
 Gateway West
 West Fargo,
 North Dakota

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SHEET NUMBER
C3.2

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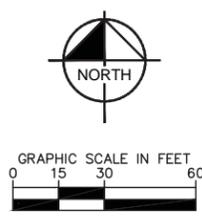
LEGEND

	PROPERTY LINE
	PROPOSED 6' TALL FENCE
	SETBACK LINE
	PROPOSED CURB AND GUTTER
	PROPOSED CONCRETE SIDEWALK
	PROPOSED HEAVY DUTY CONCRETE
	PROPOSED STANDARD DUTY CONCRE
	PROPOSED HEAVY DUTY ASPHALT

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 - REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.

- KEYNOTES**
- | | |
|--|--|
| (A) B612 CURB AND GUTTER | (M) OUTFALL CURB |
| (B) HEAVY DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6) | (N) HANDICAP PARKING SIGN |
| (C) INTEGRAL SIDEWALK | (O) STOP BAR PAVEMENT MARKING. SEE DETAIL SHEET. |
| (D) CONCRETE SIDEWALK | (P) "ONE WAY DO NOT ENTER" SIGN. |
| (E) ADA PARKING SPACE | (Q) "BEGIN ONE WAY" SIGN. |
| (F) SYSL 4" PAVEMENT WHITE STRIPING @ 45° | (R) LIGHT POLE WITH BASE. SEE DETAIL SHEET. |
| (G) ADA RAMP. SEE SHEET C3.7 FOR DETAIL | (S) TRANSFORMER PAD BY ELEC. CONTRACTOR |
| (H) PARKING STALL WITH 4" WHITE PARKING STALL STRIPING. SEE SITE PLAN NOTES FOR STRIPING DETAILS | (T) TRASH ENCLOSURE (SEE ARCH. PLANS) |
| (I) LOADING DOCK | (U) 2' CURB CUT WITH RIP RAP |
| (J) 6" Ø PIPE BOLLARD TYPICAL UNLESS NOTED OTHERWISE. SEE DETAIL SHEET | (V) 10' TRANSITION CURB TO FLUSH |
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| | (Y) TRENCH DRAIN |

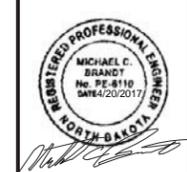
LOT 5 PARKING		LOT 5 PERVIOUS	
REQ'D PARKING	PROP'D PARKING	REQ'D PER	PROP'D PER
28	24	4,698 SF	13,110 SF



No.	REVISIONS	DATE	BY
1	ISSUED FOR CITY REVIEW	4/20/17	BRJ

Kimley»Horn

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 2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114
 PHONE: 651-645-4197
 WWW.KIMLEY-HORN.COM



KHA PROJECT	160774029
DATE	05/05/17
SCALE	AS SHOWN
DESIGNED BY	AD, JA
DRAWN BY	AD, JA
CHECKED BY	MCB

SITE PLAN - LOT 5

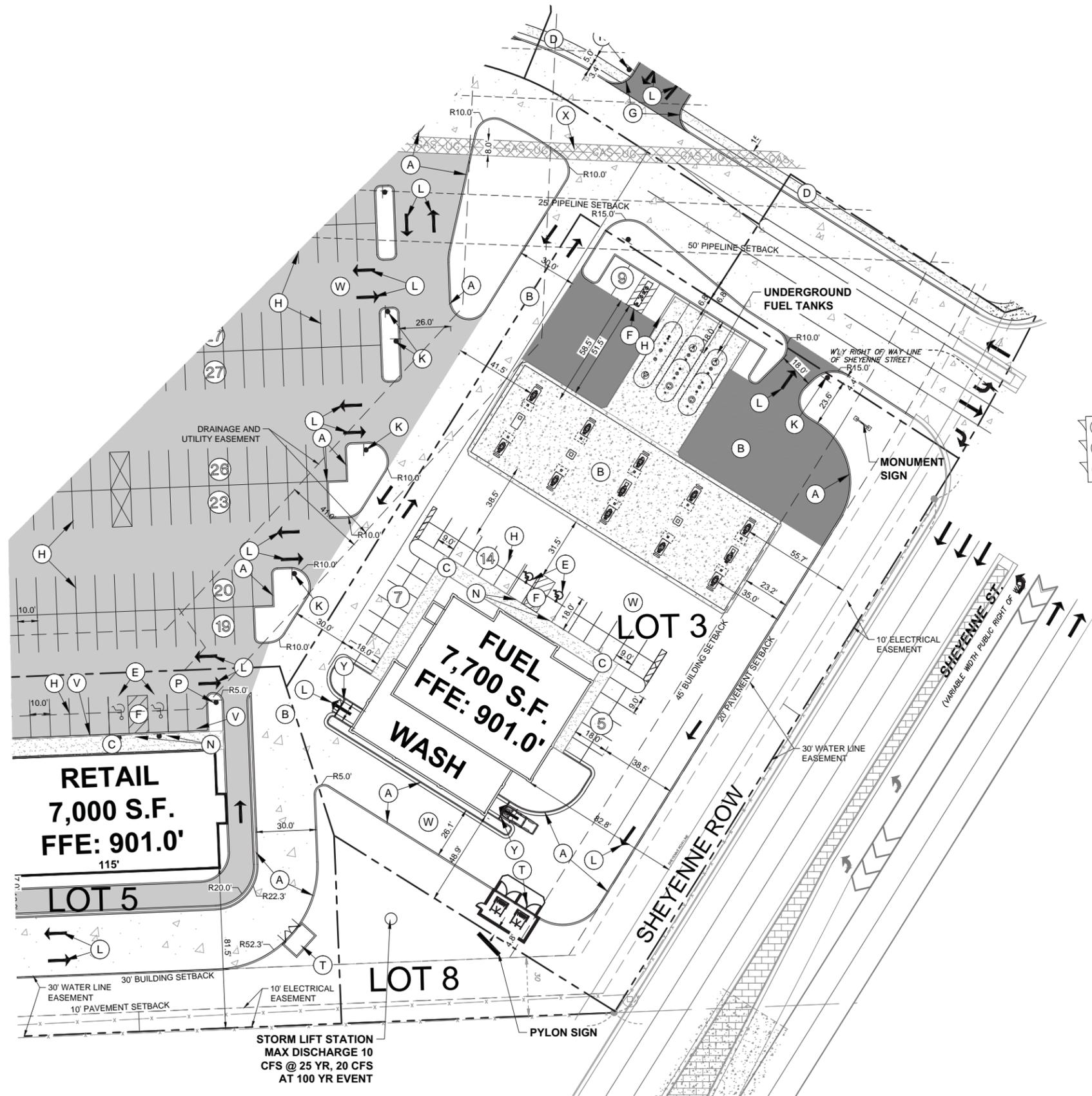
OPPIDAN
 Institute of Business, University of North Dakota

GATEWAY WEST
 WEST FARGO,
 NORTH DAKOTA

PRELIMINARY - NOT FOR CONSTRUCTION

SHEET NUMBER
C3.3

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LEGEND

- PROPERTY LINE
- PROPOSED 6' TALL FENCE
- SETBACK LINE
- PROPOSED CURB AND GUTTER
- [Pattern] PROPOSED CONCRETE SIDEWALK
- [Pattern] PROPOSED HEAVY DUTY CONCRETE
- [Pattern] PROPOSED STANDARD DUTY CONCRETE
- [Pattern] PROPOSED HEAVY DUTY ASPHALT

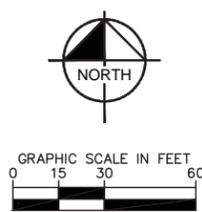
SITE PLAN NOTES

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5. ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
6. EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
8. SITE BOUNDARY, TOPOGRAPHY, UTILITY AND ROAD INFORMATION TAKEN FROM A SURVEY BY EGAN, FIELD & NOWAK, INC.
9. PYLON / MONUMENT SIGNS SHALL BE CONSTRUCTED BY OTHERS. SIGNS ARE SHOWN FOR GRAPHICAL & INFORMATIONAL PURPOSES ONLY. CONTRACTOR TO VERIFY SIZE, LOCATION AND ANY REQUIRED PERMITS NECESSARY FOR THE CONSTRUCTION OF THE PYLON / MONUMENT SIGN.
10. CONTRACTOR SHALL REFERENCE ARCH / MEP PLANS FOR SITE LIGHTING AND ELECTRICAL PLAN.
11. NO PROPOSED LANDSCAPING SUCH AS TREES OR SHRUBS, ABOVE AND UNDERGROUND STRUCTURES, OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN EXISTING OR PROPOSED UTILITY EASEMENTS AND RIGHTS OF WAY UNLESS SPECIFICALLY NOTED ON PLANS OTHERWISE.
12. REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.

KEYNOTES

- | | |
|--|---|
| (A) B612 CURB AND GUTTER | (M) OUTFALL CURB |
| (B) HEAVY DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6) | (N) HANDICAP PARKING SIGN |
| (C) INTEGRAL SIDEWALK | (O) STOP BAR PAVEMENT MARKING. SEE DETAIL SHEET. |
| (D) CONCRETE SIDEWALK | (P) "ONE WAY DO NOT ENTER" SIGN. |
| (E) ADA PARKING SPACE | (Q) "BEGIN ONE WAY" SIGN. |
| (F) SYSL 4" PAVEMENT WHITE STRIPING @ 45° | (R) LIGHT POLE WITH BASE. SEE DETAIL SHEET. |
| (G) ADA RAMP. SEE SHEET C3.7 FOR DETAIL | (S) TRANSFORMER PAD BY ELEC. CONTRACTOR |
| (H) PARKING STALL WITH 4" WHITE PARKING STALL STRIPING. SEE SITE PLAN NOTES FOR STRIPING DETAILS | (T) TRASH ENCLOSURE (SEE ARCH. PLANS) |
| (I) LOADING DOCK | (U) 2' CURB CUT WITH RIP RAP |
| (J) 6" Ø PIPE BOLLARD TYPICAL UNLESS NOTED OTHERWISE. SEE DETAIL SHEET | (V) 10' TRANSITION CURB TO FLUSH STANDARD DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6) |
| (K) "STOP" SIGN. SEE DETAIL SHEET. | (W) REINFORCED CONCRETE PAVEMENT PAINTED "RETROREFLECTIVE WHITE". |
| (L) SOLID ARROW PAVEMENT MARKINGS | (X) TRENCH DRAIN |
| (M) PAINTED "RETROREFLECTIVE WHITE". | (Y) |

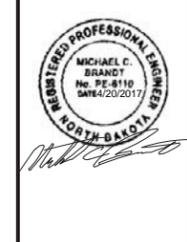
LOT 3 PARKING			LOT 3 PVIOUS		
	REQ'D PARKING	PROP'D PARKING		REQ'D PER	PROP'D PER
LOT 3	31	35	LOT 3	6,968 SF	13,570 SF



No.	ISSUED FOR CITY REVIEW	REVISIONS	DATE	BY
1			4/20/17	BRU

Kimley»Horn

© 2017 KIMLEY-HORN AND ASSOCIATES, INC.
2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM



KHA PROJECT	160774029
DATE	05/05/17
SCALE	AS SHOWN
DESIGNED BY	AD, JA
DRAWN BY	AD, JA
CHECKED BY	MCB

SITE PLAN - LOT 3

OPPIDAN
Institute of Business, University of South Dakota

GATEWAY WEST
WEST FARGO,
NORTH DAKOTA

PRELIMINARY - NOT FOR CONSTRUCTION

SHEET NUMBER
C3.4

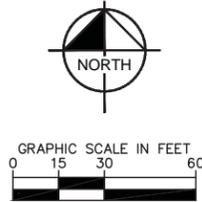
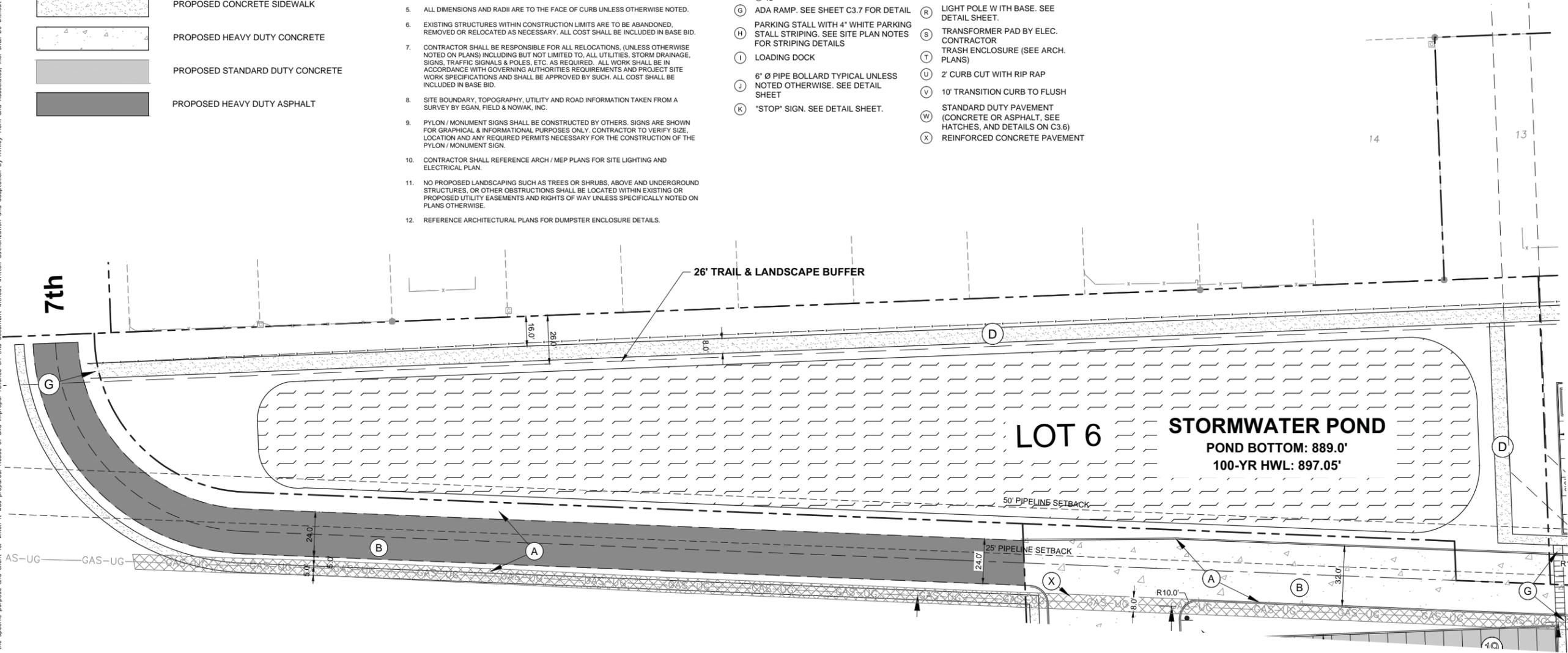
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This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.

LEGEND	
	PROPERTY LINE
	PROPOSED 6' TALL FENCE
	SETBACK LINE
	PROPOSED CURB AND GUTTER
	PROPOSED CONCRETE SIDEWALK
	PROPOSED HEAVY DUTY CONCRETE
	PROPOSED STANDARD DUTY CONCRETE
	PROPOSED HEAVY DUTY ASPHALT

- ### SITE PLAN NOTES
- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY/COUNTY REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
 - CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF VESTIBULES, SLOPE PAVING, SIDEWALKS, EXIT PORCHES, TRUCK DOCKS, PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
 - ALL DISTURBED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL, SEED, MULCH AND WATER UNTIL A HEALTHY STAND OF GRASS IS ESTABLISHED.
 - ALL INNER CURBED RADII ARE TO BE 3' AND OUTER CURBED RADII ARE TO BE 10' UNLESS OTHERWISE NOTED. STRIPED RADII ARE TO BE 5'.
 - ALL DIMENSIONS AND RADII ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
 - EXISTING STRUCTURES WITHIN CONSTRUCTION LIMITS ARE TO BE ABANDONED, REMOVED OR RELOCATED AS NECESSARY. ALL COST SHALL BE INCLUDED IN BASE BID.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, (UNLESS OTHERWISE NOTED ON PLANS) INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES REQUIREMENTS AND PROJECT SITE WORK SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
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 - REFERENCE ARCHITECTURAL PLANS FOR DUMPSTER ENCLOSURE DETAILS.

- ### KEYNOTES
- | | |
|--|--|
| (A) B612 CURB AND GUTTER | (L) SOLID ARROW PAVEMENT MARKINGS PAINTED 'RETROREFLECTIVE WHITE'. |
| (B) HEAVY DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6) | (M) OUTFALL CURB |
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| (G) ADA RAMP. SEE SHEET C3.7 FOR DETAIL | (R) LIGHT POLE WITH BASE. SEE DETAIL SHEET. |
| (H) PARKING STALL WITH 4" WHITE PARKING STALL STRIPING. SEE SITE PLAN NOTES FOR STRIPING DETAILS | (S) TRANSFORMER PAD BY ELEC. CONTRACTOR TRASH ENCLOSURE (SEE ARCH. PLANS) |
| (I) LOADING DOCK | (T) 2' CURB CUT WITH RIP RAP |
| (J) 6" Ø PIPE BOLLARD TYPICAL UNLESS NOTED OTHERWISE. SEE DETAIL SHEET | (U) 10' TRANSITION CURB TO FLUSH |
| (K) "STOP" SIGN. SEE DETAIL SHEET. | (V) STANDARD DUTY PAVEMENT (CONCRETE OR ASPHALT, SEE HATCHES, AND DETAILS ON C3.6) |
| | (W) REINFORCED CONCRETE PAVEMENT |



PRELIMINARY - NOT FOR CONSTRUCTION

**SITE PLAN -
STORMWATER**

GATEWAY WEST
WEST FARGO,
NORTH DAKOTA



SHEET NUMBER
C3.5

KHA PROJECT	160774029
DATE	05/05/17
SCALE	AS SHOWN
DESIGNED BY	AD, JA
DRAWN BY	AD, JA
CHECKED BY	M/CB



Kimley»Horn
© 2017 KIMLEY-HORN AND ASSOCIATES, INC.
2550 UNIVERSITY AVENUE WEST, SUITE 238N, ST. PAUL, MN 55114
PHONE: 651-645-4197
WWW.KIMLEY-HORN.COM

No.	REVISIONS	DATE	BY
1	ISSUED FOR CITY REVIEW	4/20/17	BRJ

Agenda # 8.
Agenda Code Regular
Project # 19435

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Dustin Scott

2. PHONE NO. 282-4692 DATE: July 5, 2017

3. PLEASE BRIEFLY DESCRIBE YOUR REQUEST: _____
Review bid tab for Storm Improvement Project No. 4062

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment

5. ACTION BEING REQUESTED FROM CITY COMMISSION: _____
Award contract for Storm Improvement Project No. 4062
to Quam Construction Company, Inc. for Contract 1 - General Construction bid and
JDP Electric, Inc. for Contract 2 – Electrical Construction



925 10th Avenue East
West Fargo, ND 58078

P: 701.282.4692
F: 701.282.4530



July 5, 2017

Board of Commissioners
800 4th Avenue East
West Fargo ND 58078

Re: Storm Improvement Project No. 4062
Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
West Fargo, ND

Dear Commissioners:

Attached is the bid tab for your review of the above referenced project.

I hereby recommend award of contract to Quam Construction Company, Inc. for their General Construction bid of \$371,812.55 and JDP Electric, Inc. for their Electrical Construction bid of \$50,327.00 which were received on June 22, 2017. Award of two separate contracts for general and electrical totaling \$422,139.55 is recommended because it is lower than any single prime contract bid received.

Our Engineer's Opinion of Probable Cost with the Engineer's Report was \$388,695.00. Our final engineer's estimate was \$410,000.00.

If the contract is awarded by the Commission, please sign, date, and return the Notices of Award.

Sincerely,

Jim Sepp, PE
Project Engineer

Storm Improvement Project No. 4062
 Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
 West Fargo ND
 Project No. 19435
 Bid Date: June 22, 2017

Quam Construction Company, Inc.
 4411 1st Avenue West
 Willmar, MN 56201

Geo. E. Haggart, Inc.
 1802 7th Avenue North
 Fargo, ND 58102-3204

Key Contracting, Inc.
 245 7th Avenue NE
 West Fargo, ND 58078

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
Contract 1 - General Construction								
<u>Storm Sewer Items</u>								
1. Storm Sewer - Remove	LF	78	\$20.00	\$1,560.00	\$15.00	\$1,170.00	\$40.00	\$3,120.00
2. Storm Sewer - Abandon	LF	44	\$5.00	\$220.00	\$40.00	\$1,760.00	\$120.00	\$5,280.00
3. Storm Sewer - 4" Perforated PVC - Connect To Existing	Each	6	\$25.00	\$150.00	\$100.00	\$600.00	\$200.00	\$1,200.00
4. Storm Sewer - 4" Perforated PVC - Remove	LF	207	\$1.00	\$207.00	\$5.00	\$1,035.00	\$10.00	\$2,070.00
5. Storm Sewer - 4" Perforated PVC	LF	188	\$3.50	\$658.00	\$15.00	\$2,820.00	\$16.00	\$3,008.00
6. Storm Sewer - Connect To Existing	Each	2	\$750.00	\$1,500.00	\$1,500.00	\$3,000.00	\$400.00	\$800.00
7. Storm Sewer - 15" RCP	LF	43	\$50.00	\$2,150.00	\$80.00	\$3,440.00	\$120.00	\$5,160.00
8. Storm Sewer - 24" RCP	LF	47	\$67.00	\$3,149.00	\$115.00	\$5,405.00	\$130.00	\$6,110.00
9. Storm Sewer - 30" RCP	LF	333	\$93.00	\$30,969.00	\$210.00	\$69,930.00	\$180.00	\$59,940.00
10. Storm Sewer Manhole - Remove	Each	2	\$600.00	\$1,200.00	\$500.00	\$1,000.00	\$1,500.00	\$3,000.00
11. Storm Sewer Lift Station - Abandon	LSum	1	\$13,000.00	\$13,000.00	\$7,500.00	\$7,500.00	\$32,000.00	\$32,000.00
12. Storm Sewer Manhole - 60"	Each	2	\$3,920.00	\$7,840.00	\$7,500.00	\$15,000.00	\$9,500.00	\$19,000.00
13. Storm Sewer Manhole - 72"	Each	2	\$4,780.00	\$9,560.00	\$9,000.00	\$18,000.00	\$12,500.00	\$25,000.00
14. Storm Sewer Manhole - Adjust Existing Special	Each	2	\$895.00	\$1,790.00	\$1,200.00	\$2,400.00	\$1,000.00	\$2,000.00
15. Storm Sewer Catch Basin - Remove	Each	2	\$345.00	\$690.00	\$300.00	\$600.00	\$400.00	\$800.00
16. Storm Sewer Catch Basin - 2' x 3'	Each	1	\$2,520.00	\$2,520.00	\$3,200.00	\$3,200.00	\$2,500.00	\$2,500.00
17. Storm Sewer Catch Basin - Double Box	Each	2	\$4,160.00	\$8,320.00	\$5,200.00	\$10,400.00	\$5,200.00	\$10,400.00
18. External Manhole Chimney Seal	Each	7	\$415.00	\$2,905.00	\$250.00	\$1,750.00	\$550.00	\$3,850.00
19. Temporary Pumping	LSum	1	\$3,650.00	\$3,650.00	\$2,500.00	\$2,500.00	\$3,500.00	\$3,500.00
20. Flared End Section - Remove	Each	1	\$200.00	\$200.00	\$150.00	\$150.00	\$500.00	\$500.00
21. End Section - 24" RCP Flared	Each	1	\$1,230.00	\$1,230.00	\$2,500.00	\$2,500.00	\$2,600.00	\$2,600.00
22. Riprap & Fabric - 18" Class III	CY	3	\$165.00	\$495.00	\$100.00	\$300.00	\$600.00	\$1,800.00
<u>Roadway Items</u>								
23. Excavation - Unclassified	CY	24	\$8.00	\$192.00	\$12.00	\$288.00	\$32.00	\$768.00
24. Excavation - Unclassified Export	CY	174	\$18.00	\$3,132.00	\$20.00	\$3,480.00	\$16.00	\$2,784.00
25. Clay Borrow - Provided	CY	224	\$13.50	\$3,024.00	\$20.00	\$4,480.00	\$12.00	\$2,688.00
26. Subgrade Preparation	SY	278	\$10.00	\$2,780.00	\$3.00	\$834.00	\$12.00	\$3,336.00
27. Reinforcement Fabric	SY	278	\$3.00	\$834.00	\$3.00	\$834.00	\$3.40	\$945.20
28. Gravel - 9" NDDOT Class 5	CY	69	\$60.00	\$4,140.00	\$40.00	\$2,760.00	\$45.00	\$3,105.00
29. Curb & Gutter - Saw Full Depth	LF	41	\$9.00	\$369.00	\$20.00	\$820.00	\$8.00	\$328.00

Storm Improvement Project No. 4062
 Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
 West Fargo ND
 Project No. 19435
 Bid Date: June 22, 2017

Quam Construction Company, Inc.
 4411 1st Avenue West
 Willmar, MN 56201

Geo. E. Haggart, Inc.
 1802 7th Avenue North
 Fargo, ND 58102-3204

Key Contracting, Inc.
 245 7th Avenue NE
 West Fargo, ND 58078

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
30. Curb & Gutter - Remove	LF	188	\$8.00	\$1,504.00	\$15.00	\$2,820.00	\$12.00	\$2,256.00
31. Curb & Gutter - Connect To Existing	Each	6	\$39.00	\$234.00	\$50.00	\$300.00	\$100.00	\$600.00
32. Curb & Gutter - Highback Inflow	LF	162	\$57.00	\$9,234.00	\$52.00	\$8,424.00	\$34.00	\$5,508.00
33. Curb & Gutter - Knockdown	LF	26	\$54.00	\$1,404.00	\$52.00	\$1,352.00	\$32.00	\$832.00
34. Asphalt Pavement - Saw Full Depth	LF	51	\$3.50	\$178.50	\$20.00	\$1,020.00	\$6.00	\$306.00
35. Asphalt Pavement - Remove	SY	231	\$9.00	\$2,079.00	\$20.00	\$4,620.00	\$16.00	\$3,696.00
36. Asphalt Base Course - 4"	SY	231	\$48.50	\$11,203.50	\$46.00	\$10,626.00	\$55.00	\$12,705.00
37. Tack Coat	Gal	12	\$2.20	\$26.40	\$2.00	\$24.00	\$50.00	\$600.00
38. Asphalt Base Course - 4"	SY	231	\$48.50	\$11,203.50	\$46.00	\$10,626.00	\$55.00	\$12,705.00
39. Tack Coat	Gal	12	\$2.20	\$26.40	\$2.00	\$24.00	\$50.00	\$600.00
40. Asphalt Wear Course - 2"	SY	231	\$28.50	\$6,583.50	\$27.00	\$6,237.00	\$36.00	\$8,316.00
41. Driveway - 8" Concrete	SY	300	\$84.50	\$25,350.00	\$72.00	\$21,600.00	\$55.00	\$16,500.00
General Items								
42. Cleaning	LSum	1	\$2,800.00	\$2,800.00	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00
43. Storm Water Management	LSum	1	\$1,100.00	\$1,100.00	\$1,000.00	\$1,000.00	\$2,200.00	\$2,200.00
44. Traffic Control	LSum	1	\$2,180.00	\$2,180.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
45. Mowing	Acre	1	\$100.00	\$60.00	\$150.00	\$90.00	\$500.00	\$300.00
46. Watering	Each	6	\$165.00	\$990.00	\$100.00	\$600.00	\$300.00	\$1,800.00
47. Excavation - 6" Topsoil Stripping	CY	438	\$9.00	\$3,942.00	\$10.00	\$4,380.00	\$6.00	\$2,628.00
48. Excavation - Topsoil Export	CY	182	\$16.00	\$2,912.00	\$20.00	\$3,640.00	\$12.00	\$2,184.00
49. Topsoil Replacement - 4"	CY	256	\$3.40	\$870.40	\$4.00	\$1,024.00	\$21.00	\$5,376.00
50. Inlet Protection Device	Each	7	\$210.00	\$1,470.00	\$125.00	\$875.00	\$150.00	\$1,050.00
51. Rock Check	Each	1	\$700.00	\$700.00	\$500.00	\$500.00	\$2,200.00	\$2,200.00
52. Sedimentation Control Wattle - 9"	LF	20	\$4.30	\$86.00	\$2.50	\$50.00	\$12.00	\$240.00
53. Sedimentation Control Fence	LF	127	\$4.30	\$546.10	\$3.00	\$381.00	\$5.00	\$635.00
54. Stabilized Construction Entrance	Each	1	\$1,400.00	\$1,400.00	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00
55. Seeding - Type II	Acre	1	\$2,750.00	\$1,650.00	\$1,500.00	\$900.00	\$1,600.00	\$960.00
56. Erosion Control Blanket - Straw	SY	477	\$3.25	\$1,550.25	\$2.00	\$954.00	\$2.00	\$954.00
57. Mulch - Type B - Hydromulch	Acre	0.20	\$3,850.00	\$770.00	\$2,500.00	\$500.00	\$2,000.00	\$400.00
58. Mulch - Type A - Permanent Straw	Acre	0.30	\$1,650.00	\$495.00	\$2,000.00	\$600.00	\$2,000.00	\$600.00
59. Mulch - Type A - Temporary Straw	Acre	1	\$550.00	\$330.00	\$800.00	\$480.00	\$2,000.00	\$1,200.00
60. Clearing & Grubbing	LSum	1	\$500.00	\$500.00	\$500.00	\$500.00	\$3,500.00	\$3,500.00

Storm Improvement Project No. 4062
 Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
 West Fargo ND
 Project No. 19435
 Bid Date: June 22, 2017

Quam Construction Company, Inc.
 4411 1st Avenue West
 Willmar, MN 56201

Geo. E. Haggart, Inc.
 1802 7th Avenue North
 Fargo, ND 58102-3204

Key Contracting, Inc.
 245 7th Avenue NE
 West Fargo, ND 58078

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
<u>Lift Station Item</u>								
61. Lift Station - General (without Electrical)	LSum	1	\$170,000.00	\$170,000.00	\$150,000.00	\$150,000.00	\$175,000.00	\$175,000.00
TOTAL OF CONTRACT 1 - GENERAL CONSTRUCTION BID PRICES (ITEMS 1-61)				\$371,812.55		\$416,103.00		\$480,943.20
Contract 2 - Electrical Construction								
<u>Electrical Item</u>								
62. Lift Station - Electrical	LSum	1		NO BID		NO BID	\$75,000.00	\$75,000.00
(Prices shall include \$42,000 Owner Allowance per Section 012000)								
TOTAL OF CONTRACT 2 - ELECTRICAL CONSTRUCTION BID PRICE (ITEM 62)				NO BID		NO BID		\$75,000.00
Combined Contract (one Contract for the entire Work)								
<u>Lift Station (Replaces Lift Station Item from Contract 1)</u>								
61.R Lift Station - General (without Electrical)	LSum	1		NO BID		NO BID	\$175,000.00	\$175,000.00
<u>Electrical (Replaces Electrical Item from Section 2)</u>								
62.R Lift Station - Electrical	LSum	1		NO BID		NO BID	\$60,000.00	\$60,000.00
(Prices shall include \$42,000 Owner Allowance per Section 012000)								
TOTAL OF COMBINED CONTRACT BID PRICES								
(INCLUDE ITEMS 1-60 EXCLUDE ITEMS 61-62 INCLUDE REPLACEMENT ITEMS 61.R - 62.R)				NO BID		NO BID		\$540,943.20

Notes:

- Contractor may provide bids for one, two or all three Contracts. The basis of award will be the lowest sum total of Contract 1 and Contract 2 bids or the lowest Combined Contract bid, whichever is lowest.

Storm Improvement Project No. 4062
 Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
 West Fargo ND
 Project No. 19435
 Bid Date: June 22, 2017

JDP Electric, Inc.
 803 28th Street South
 Fargo, ND 58103

Grant's Mechanical, Inc.
 PO Box 7128
 Fargo, ND 58106-7128

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
Contract 1 - General Construction						
<u>Storm Sewer Items</u>						
1. Storm Sewer - Remove	LF	78				
2. Storm Sewer - Abandon	LF	44				
3. Storm Sewer - 4" Perforated PVC - Connect To Existing	Each	6				
4. Storm Sewer - 4" Perforated PVC - Remove	LF	207				
5. Storm Sewer - 4" Perforated PVC	LF	188				
6. Storm Sewer - Connect To Existing	Each	2				
7. Storm Sewer - 15" RCP	LF	43				
8. Storm Sewer - 24" RCP	LF	47				
9. Storm Sewer - 30" RCP	LF	333				
10. Storm Sewer Manhole - Remove	Each	2				
11. Storm Sewer Lift Station - Abandon	LSum	1				
12. Storm Sewer Manhole - 60"	Each	2				
13. Storm Sewer Manhole - 72"	Each	2				
14. Storm Sewer Manhole - Adjust Existing Special	Each	2				
15. Storm Sewer Catch Basin - Remove	Each	2				
16. Storm Sewer Catch Basin - 2' x 3'	Each	1				
17. Storm Sewer Catch Basin - Double Box	Each	2				
18. External Manhole Chimney Seal	Each	7				
19. Temporary Pumping	LSum	1				
20. Flared End Section - Remove	Each	1				
21. End Section - 24" RCP Flared	Each	1				
22. Riprap & Fabric - 18" Class III	CY	3				
<u>Roadway Items</u>						
23. Excavation - Unclassified	CY	24				
24. Excavation - Unclassified Export	CY	174				
25. Clay Borrow - Provided	CY	224				
26. Subgrade Preparation	SY	278				
27. Reinforcement Fabric	SY	278				
28. Gravel - 9" NDDOT Class 5	CY	69				
29. Curb & Gutter - Saw Full Depth	LF	41				

Storm Improvement Project No. 4062
 Storm Sewer Lift Station (SM 75) & Cty. Rd. 19 Storm Lift Abandonment
 West Fargo ND
 Project No. 19435
 Bid Date: June 22, 2017

JDP Electric, Inc.
 803 28th Street South
 Fargo, ND 58103

Grant's Mechanical, Inc.
 PO Box 7128
 Fargo, ND 58106-7128

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
30. Curb & Gutter - Remove	LF	188				
31. Curb & Gutter - Connect To Existing	Each	6				
32. Curb & Gutter - Highback Inflow	LF	162				
33. Curb & Gutter - Knockdown	LF	26				
34. Asphalt Pavement - Saw Full Depth	LF	51				
35. Asphalt Pavement - Remove	SY	231				
36. Asphalt Base Course - 4"	SY	231				
37. Tack Coat	Gal	12				
38. Asphalt Base Course - 4"	SY	231				
39. Tack Coat	Gal	12				
40. Asphalt Wear Course - 2"	SY	231				
41. Driveway - 8" Concrete	SY	300				
<u>General Items</u>						
42. Cleaning	LSum	1				
43. Storm Water Management	LSum	1				
44. Traffic Control	LSum	1				
45. Mowing	Acre	1				
46. Watering	Each	6				
47. Excavation - 6" Topsoil Stripping	CY	438				
48. Excavation - Topsoil Export	CY	182				
49. Topsoil Replacement - 4"	CY	256				
50. Inlet Protection Device	Each	7				
51. Rock Check	Each	1				
52. Sedimentation Control Wattle - 9"	LF	20				
53. Sedimentation Control Fence	LF	127				
54. Stabilized Construction Entrance	Each	1				
55. Seeding - Type II	Acre	1				
56. Erosion Control Blanket - Straw	SY	477				
57. Mulch - Type B - Hydromulch	Acre	0.20				
58. Mulch - Type A - Permanent Straw	Acre	0.30				
59. Mulch - Type A - Temporary Straw	Acre	1				
60. Clearing & Grubbing	LSum	1				

Storm Improvement Project No. 4062
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 803 28th Street South
 Fargo, ND 58103

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 PO Box 7128
 Fargo, ND 58106-7128

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
<u>Lift Station Item</u>						
61. Lift Station - General (without Electrical)	LSum	1				
TOTAL OF CONTRACT 1 - GENERAL CONSTRUCTION BID PRICES (ITEMS 1-61)				NO BID	NO BID	
Contract 2 - Electrical Construction						
<u>Electrical Item</u>						
62. Lift Station - Electrical	LSum	1	\$50,327.00	\$50,327.00	\$60,656.00	\$60,656.00
(Prices shall include \$42,000 Owner Allowance per Section 012000)						
TOTAL OF CONTRACT 2 - ELECTRICAL CONSTRUCTION BID PRICE (ITEM 62)				\$50,327.00	\$60,656.00	
Combined Contract (one Contract for the entire Work)						
<u>Lift Station (Replaces Lift Station Item from Contract 1)</u>						
61.R Lift Station - General (without Electrical)	LSum	1		NO BID	NO BID	
<u>Electrical (Replaces Electrical Item from Section 2)</u>						
62.R Lift Station - Electrical	LSum	1		NO BID	NO BID	
(Prices shall include \$42,000 Owner Allowance per Section 012000)						
TOTAL OF COMBINED CONTRACT BID PRICES				NO BID	NO BID	
(INCLUDE ITEMS 1-60 EXCLUDE ITEMS 61-62 INCLUDE REPLACEMENT ITEMS 61.R - 62.R)						

Notes:

- Contractor may provide bids for one, two or all three Contracts. The basis of award will be the lower:

NOTICE OF AWARD

Date of Issuance: July 5, 2017

Owner: City of West Fargo

Owner's Contract No.:

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 19435

Project: Storm Sewer Lift Station (SM 75) & Cty. Rd.
19 Storm Lift Abandonment

Contract Name: Storm Improvement Project No. 4062

Bidder: Quam Construction Company, Inc.

Bidder's Address: 4411 1st Avenue West
Willmar, MN 56201

TO BIDDER:

You are notified that Owner has accepted your Bid dated June 22, 2017 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Storm Improvement Project No. 4062: Contract 1 – General Construction.

The Contract Price of the awarded Contract is: \$371,812.55

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and three copies of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

3 sets of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Owner: City of West Fargo

Authorized Signature

By: Richard Mattern

Title: President of the Board of City Commissioners

Copy: Engineer

NOTICE OF AWARD

Date of Issuance: July 5, 2017

Owner: City of West Fargo

Owner's Contract No.:

Engineer: Moore Engineering, Inc.

Engineer's Project No.: 19435

Project: Storm Sewer Lift Station (SM 75) & Cty. Rd.
19 Storm Lift Abandonment

Contract Name: Storm Improvement Project No. 4062

Bidder: JDP Electric, Inc.

Bidder's Address: 803 28th Street South
Fargo, ND 58103

TO BIDDER:

You are notified that Owner has accepted your Bid dated June 22, 2017 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Storm Improvement Project No. 4062: Contract 2 – Electrical Construction.

The Contract Price of the awarded Contract is: \$50,327.00

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and three copies of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

3 sets of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

1. Deliver to Owner 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Contract Documents.

Owner: City of West Fargo

Authorized Signature

By: Richard Mattern

Title: President of the Board of City Commissioners

Copy: Engineer

Agenda #	<u>9.</u>
Agenda Code	<u>Regular</u>
Project #	<u>17697</u>

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Dustin Scott

2. PHONE NO. 433-5425 DATE: July 5, 2017

3. PLEASE BRIEFLY DESCRIBE YOUR REQUEST: _____
Review attached Change Order and reference documents for
Improvement Project No. 1297 -
"Regional Sewer Lift Station Rehabilitation & Odor Control Facilities"

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
SA 27 located on the corner of Sheyenne St and Christianson Dr.

5. ACTION BEING REQUESTED FROM CITY COMMISSION: _____
Approve Change Order amount of \$142,962.72 and time extension of 30 days.

Date of Issuance: 5/25/2017 Effective Date: 6/5/2017
 Owner: City of West Fargo Owner's Contract No.: District No. 1297
 Contractor: CC Steel LLC Contractor's Project No.: _____
 Engineer: Moore Engineering, Inc. Engineer's Project No.: 17697
 Project: Regional Lift Station Rehabilitation & Odor Control Facilities Contract Name: Sanitary System Improvements - General Construction

The contract is modified as follows upon execution of this Change Order:
 Description: SA27 North: Additional time, labor, and materials utilized in application of the SA27 rehabilitation. Additional time for surface preparation due to seriously deteriorated concrete to the extent of which was not known until the work was started. Additional costs for labor, equipment rentals, consumable materials, and concrete repair mortar.
 Attachments: Contractor's breakout of costs.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price \$ <u>1,535,000.00</u>	Original Contract Times: Substantial Completion: <u>12/31/2016</u> Ready for Final Payment: <u>1/28/2017</u> days or dates
Increase from previously approved Change Orders No. <u>0</u> to No. <u>3</u> : \$ <u>97,804.29</u>	Increase from previously approved Change Orders No. <u>0</u> to No. <u>3</u> : Substantial Completion: <u>140</u> Ready for Final Payment: <u>140</u> days
Contract Price prior to this Change Order: \$ <u>1,632,804.29</u>	Contract Times prior to this Change Order: Substantial Completion: <u>5/20/2017</u> Ready for Final Payment: <u>6/17/2017</u> days or dates
Increase of this Change Order: \$ <u>142,962.72</u>	Increase of this Change Order: Substantial Completion: <u>30</u> Ready for Final Payment: <u>30</u> days or dates
Contract Price incorporating this Change Order: \$ <u>1,775,767.01</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>6/19/2017</u> Ready for Final Payment: <u>7/17/2017</u> days or dates

RECOMMENDED: By: _____ Engineer (if required)	ACCEPTED: By: _____ Owner (Authorized Signature)	ACCEPTED: By:  Contractor (Authorized Signature)
Title: _____	Title: _____	Title: <u>CC Steel, LLC by Kevin Trio, CEO</u>
Date: _____	Date: _____	Date: <u>5/25/2017</u>

Approved by Funding Agency (if applicable)
 By: _____ Date: _____
 Title: _____



Consulting Engineering • Land Surveying
925 10th Avenue East, West Fargo, ND 58078
T: 701-282-4692 F: 701-282-4530

Memorandum

Date: June 28, 2017
To: City of West Fargo City Commission
From: Jim Sepp, P.E.
RE: Regional Lift Station Rehabilitation & Odor Control – District No. 1297
Change Order #4 – SA27 Wet Well Rehabilitation Supplemental Information

This memorandum is to provide the Commission supplemental information and facts related to the above project, and specifically Change Order #4. We have also providing a separate enclosure of project photos supporting the change order. The scope of the above project includes concrete restoration and rehabilitation of the interior of the receiving wet wells of the city's two largest wastewater lift stations, SA27 (south, on Sheyenne Street) and SA40 (north, on 12th Avenue North near the wastewater ponds). Change Order #4 specifically relates to additional time and material the contractor provided in order to rehabilitate SA27.

The lift station known as SA27 was originally constructed in 2002 and serves as an intermediate lift station receiving all wastewater flows from south of I-94. Since the lift station was placed in service, sewer gases naturally present or produced in the wastewater have had a deteriorating effect on the exposed concrete surfaces in the receiving wet well. This deterioration was visible from the surface, but could not be thoroughly assessed or viewed in person due to the location within the wet well, which is a hazardous confined space. The rehabilitation/restoration system chosen has three repair materials which are specifically designed to resist sewer gases and protect the underlying concrete. The first coat of the three coats applied is a concrete repair mortar, which requires the existing underlying concrete to be adequately prepared to remove all loose materials, washed, clean, and structurally sound.

While the contractor originally included cleaning and preparation of the walls in their bid, the level of existing concrete deterioration could not be assessed or determined prior to bid without entry into the hazardous confined space, requiring special entry procedures. The contractor initially informed us that they believed they had encountered differing physical conditions in about November of 2016 when they initially began probing into the walls and surfaces and setup their blasting and cleaning equipment. They reported that the damage to the existing walls extended several inches beneath the surface and that they would require significantly greater time to blast and

remove the materials from the wall to encounter structurally sound base material. When the contractor began blasting, they reported that they would typically blast 1 to 3 inches of deteriorated cement and aggregate away before encountering a layer of harder white material which is more difficult to blast off. Once they hit hard material, they allowed it to dry and if it was still white or soft, they would hit it again. This took the contractor significantly longer in time than was originally anticipated.

Typical existing concrete surfaces at SA27:





Cleaned and prepared surface ready for repair coating application:



In addition to the extra time involved, the contractor had extra expense in the repair mortar material due to the extra thickness of repair mortar required to be applied to produce a relatively flat and smooth surface after the preparation work was completed. The contractor also claims additional expense in equipment rentals and consumable materials as detailed in the contractor's cost breakdown sheet attached.

The contractor's change order amount includes justifiable costs for increased time and material spent adequately and properly preparing existing surfaces for application of the protective coating products. Without proper preparation, the life expectancy and effectiveness of the repair coating products would be compromised. The total concrete surface area treated and rehabilitated at SA27 is approximately 2864 square feet. I recommend and support the approval of contractor's Change Order #4.

Finished wet well/valve chamber at SA27:



CITY OF WEST FARGO SOUTH REGION WASTEWATER LIFT STATION S27 REHABILITATION

SUMMARY OF REPAIRS

The concrete wet well of this wastewater lift station was showing signs of deterioration.

The deteriorated concrete needed to be removed to achieve the profile of a CSP 6 for the repair mortar. It would also need a new protective liner installed. Without extensive testing, the condition of this tank was unknown.

During repair, CC Steel blasted 1-3 inches of yellowed material before hitting a layer of white material that is more difficult to blast. Once they hit hard material, it was left to dry. Then, if it is still white or soft, it's blasted again. The south and west walls were in the worst shape.

The crew was effective and efficient. The completed assembly is very durable and resists future H₂S (Hydrogen Sulfate) gas damage.

PRE-EXISTING CONDITION

/// JANUARY 2017





REPAIR - MORTAR APPLICATION

/// FEBRUARY-MARCH 2017



PROTECTIVE LINER

/// MAY 2017



CC Steel, LLC

5303 Creekview Green
 Maple Plain, MN 55359

Invoice

Date	Invoice #
5/25/2017	

Bill To
City of West Fargo

PAID
 (non-posting)

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	SA 27 blasting and coatings change order		
390	Labor hours: November to February labor hours	65.00	25,350.00
1,005	Labor hours: Feb 6 to Mar 6	65.00	65,325.00
3	Monthly rental: Compressor	3,708.75	11,126.25
3	Monthly rental: Scaffold	881.50	2,644.50
3	Monthly rental: Vapor blast equipment	1,612.50	4,837.50
280	217 mortar	38.92	10,897.60
292	Starblast	17.71	5,171.32
	Temp heat	945.03	945.03
	Contractor Overhead and Margin 15% on labor and material Subtotal \$101,572.60	15,235.89	15,235.89
	Additional bonding cost 1.00%	1,429.63	1,429.63
		Total	\$142,962.72

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

Agenda # 10.

***Please Note: The following information must be completed and submitted to the West Fargo City Auditor's Office by the Thursday noon preceding the City Commission meeting. Failure to comply may result in no action being taken on your request.

1. CONTACT PERSON: Larry M. Weil

2. PHONE NUMBER: 433-5320 DATE: June 29, 2017

3. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Annexation for proposed River's Bend at the Preserve 4th Addition area.

4. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Part of NE ¼ of Section 19, T139N, R49W, Cass County, North Dakota.

5. ACTION BEING REQUESTED FROM CITY COMMISSION:
Second Reading on the Annexation.