West Fargo Planning & Zoning Commission Agenda

**Tuesday, October 8, 2019** - West Fargo City Hall – **5:30 p.m.**

1. Call to Order

2. Approval of Minutes - September 10, 2019

3. Public Hearing - A19-34 Zoning Ordinance Amendment to Section 4-400 to include “Mixed Use Entertainment District”, “Mixed Use Downtown District” along with Repeal of Section 4-431-D. Sheyenne Street Corridor Overlay District & 4-31-E. Main Avenue Overlay District and amendments to Section 4-460. Sign Regulations


5. Public Hearing – A19-36 The Wilds 16th Addition, a Replat of Lots 1-6, Block 7 of The Wilds 11th Addition, City of West Fargo, North Dakota

6. A19-37 Site Plan Review on Proposed Lot 9, Block 1 of Eagle Run Plaza 9th Addition

7. Non-agenda

8. Adjournment
West Fargo Planning & Zoning Commission
Tuesday, September 10, 2019 at 5:30pm
West Fargo City Hall

Members Present: Tom McDougall
                Joe Kolb
                David Gust
                Shane Lebahn
                Jana Reinke

Members Absent: April Walker, Eric Dodds, Megan Huffman

Others Present: Dustin Scott, Tim Solberg, Lisa Sankey, John Shockley, Courtney Williams, Chanda Erickson, Brian Pattengale

Minutes Submitted by: Chanda Erickson, Office Manager

Meeting was called to order by Chair McDougall at 5:30pm.

Commissioner Kolb moved and Commissioner LeBahn seconded to approve the August 13, 2019 meeting minutes as printed and mailed. No opposition, Motion carried.

Commissioner McDougall opened a Public Hearing – A19-30 Eagle Run Plaza 9th, a Replat & Rezoning from PUD: Planned Urban Development to C: Light Commercial of 608 33rd Ave W (Lot 9, Block 1 Eagle Run 8th Addition, City of West Fargo, North Dakota – 4 Horsemen. There was no public comment. The Public Hearing was closed. After discussion, Commissioner Gust moved and Commissioner Kolb seconded to approve the application with the five conditions listed in the staff report. No opposition. Motion carried.

Commissioner McDougall opened a Public Hearing – Oak Ridge 19th, a replat of Lot 1, Block 2 and Lots 26 & 27 of Block 1 of Oak Ridge 10th Addition; and lots 28-30, Block 1 of Oak Ridge 18th Addition, City of West Fargo, North Dakota – Verity Homes/ Oak Ridge Commercial Condos. There was no public comment. The Public Hearing was closed. After discussion, Commissioner Kolb moved and Commissioner Gust seconded to approve the application with the four conditions listed in the staff report. No opposition. Motion carried.

Commissioner McDougall opened a Public Hearing - North Pond at the Preserve 13th Addition, a subdivision located in the NW¼ Section 20, T139N, R49W City of West Fargo, North Dakota – Enclave.
Brian Pattengale, on behalf of Houston Engineering, appeared before the Commission to answer any questions from the Commission. The Public Hearing was closed. After discussion, Commissioner Gust moved and Commissioner Reinke seconded to approve the application with the five conditions listed in the staff report. No opposition. Motion carried.

Commissioner McDougall opened a Public Hearing – Brooks Harbor 10th Addition, a replat of all of Block 3 of Brooks Harbor 9th Addition, City of West Fargo, North Dakota – Jordahl. There was no public comment. The Public Hearing was closed. After discussion, Commissioner Reinke moved and Commissioner Kolb seconded to approve the application with the four conditions listed in the staff report. No opposition. Motion carried.

Planning and Zoning Director Tim Solberg appeared before the Commission for two non-agenda items. He introduced Chanda Erickson as Office Manager for Engineering and Planning/Zoning. Tim also mentioned NDPA is next Thursday if anyone interested in attending.

Commissioner Gust and Commissioner LeBahn seconded to adjourn. No opposition. Meeting adjourned.
Purpose:
Amendment to Create Mixed Use Downtown District and Mixed Use Entertainment District; Repeal Sheyenne & Main Avenue Corridor Overlay Districts; And amendments to Section 4-460. Sign Regulations, which are generally described as creating districts which promote the goals of the West Fargo Comprehensive Plan to achieve a better connected village core.

Discussion and Observations:

- Upon completion of West Fargo 2.0, it was determined that the City’s zoning regulations would require an update and overhaul.
- City staff first has begun work on the City’s downtown core with an eye toward the plans of the past as well as West Fargo 2.0.
  - The Downtown Framework Study, the Sheyenne Street Corridor Study, and the vision set forth in West Fargo 2.0 have provided direction on the City’s efforts on reconstruction of Sheyenne Street.
  - Staff has been working with the design engineer and landscape architect of the improvements at Sheyenne St and in front of the recently constructed Sheyenne Plaza, Pioneer Place and POW MIA Plaza to ensure a cohesive design palette is employed in redevelopment activities downtown. This will include going so far as
- The proposed district and standards for a “Mixed Use Downtown District” includes the proposed repeal of 4-431-D: “CO-S” or Sheyenne Street Corridor Overlay District and repeal of 4-431-E: “CO-M” or Main Avenue Overlay District.
- City staff has begun considering a “Mixed Use Entertainment District” for a number of reasons.
  - West Fargo 2.0 has identified this area as being a primary node within the Community for retrofit growth. The City has also recently invested greatly in a Tax Increment Finance (TIF) District to construct a plaza that will encourage activity and programming throughout the year. Recent Planned Unit Developments (PUD) within the area are focused on activity with residential, office and commercial uses planned. The City has further invested in a parking garage to provide centralized parking for visitors, employees, and visitors.
  - The owners within the existing PUD have been considering amending the PUD to more specifically spell out the development pattern within the Sheyenne 32 development and desires to include such items as off-premise advertising. Staff prefers to approach this as a zoning district that can be more specifically applied to other areas of City Ordinances such as
the City Sign Ordinance, Nuisance Regulations, or Alcohol Ordinance rather than within a very specific PUD.

NOTICES:
Sent to: Notice in the newspaper and to City Departments
Comments Received:
• None to date.

CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:
• The development of the Mixed Use Downtown District follows the introduction of the importance of a downtown within the 2000 and 2008 Comprehensive Plans, followed by the further discussion of the principles of design developed in the Downtown Framework Study, followed by the street alternative concepts developed in Phase II of the Sheyenne Street Corridor Study and finally the compilation of these matters found within the G-4A Core-Retrofit Growth Sector and Long-Range Conceptual Plan Area for Downtown West Fargo found within West Fargo 2.0.
• The development of the Mixed Use Entertainment District is founded through the consideration and approval of both the Eagle Run Plaza Planned Unit Developments, the City’s approval of a Tax Increment Finance District for plaza and parking garage and within the G-4A Core-Retrofit Growth Sector and Long-Range Conceptual Plan Area for 32nd Ave W and Sheyenne Street found within West Fargo 2.0.

RECOMMENDATIONS:
Staff is recommending discussion and review of the ordinance amendments prior to opening the public hearing. At the time of public hearing, staff would request the hearing be left open and further discussion, review, and editing occur prior to the November meeting where we would intend having more finished ordinances that could be considered to be forwarded to the City Commission.

More work needs to be done on the proposed ordinances as well as a thorough review of the other areas of City Ordinances that may be affected – most specifically staff has advertised that Section 4-460. Sign Regulations would be amended in connection with the proposed districts. Along with this analysis, staff intends to further refine a future proposed district boundary for each district to be reviewed as the proposed districts are considered.
4-42x. Downtown Mixed Use District.

Statement of Intent.

The intent of the district is to provide elements which promote the principles of good planning and design as outlined in West Fargo 2.0. The elements are walkability, connectivity, mixed-use, scale, intensity and hidden parking. New development, redevelopment, or the reuse of existing land and buildings should be encouraged to better meet the local goal of achieving more walkable and bikeable corridors and a better connected village core. Additional growth and development within this connected village core is most desirable due to the presence of existing infrastructure and proximity of services.

New development and redevelopment within this district should be in mixed-use buildings which will create and/or contribute to the character of a district that supports the City’s goal of providing a cultural core of the Community that creates a place residents come to gather and a place that is exciting to visit. New development and redevelopment should encourage civic pride, social and economic activity, and provide for a neighborhood that exemplifies the identity of West Fargo.

Site Design Standards.

Building Orientation:

- All portions of building which front along a public or approved private street shall be oriented to provide for an inviting entrance or public view.
- A zero foot setback is required along public or approved private streets.
  - Deviation from the zero foot setback may be allowed in instances where additional useable space is proposed such as dining areas, public art installation or plaza space, driving aisles, or other such uses.
  - Any deviation proposed will require approval by the City Commission upon recommendation of the Director of Planning and Zoning.
  - Deviation also may be required in instances where adequate right of way does not provide for the design requirements for mobility or on-street parking needs as determined by the City Commission at the recommendation of the City Engineer and Director of Planning and Zoning.

Lot Design Standards.

Parking Areas:

- Shared parking is a requirement within this district.
- Parking lots are required to be hidden with first priority to be placed out of sight of a public or approved private street.
- On-street parking is encouraged where possible and is to be designed at the discretion of the City Engineer and Director of Planning and Zoning and approved by the City Commission.
• Where parking lots front a public or approved private street, a minimum 5 foot decorative buffer is required which shall include pedestrian friendly areas that also include plantings which hide the parking area as shown is the exhibit below.

Building Construction.

• A minimum of seventy percent of all ground floor façade which fronts a public or approved private street is required to consist of windows or glass doors.
• The remaining ground floor façade is required to consist of durable materials.
• Residential lap-siding and corrugated metals or fiberglass siding are not allowed. Architectural panels of varying materials may be deemed acceptable upon review by the Planning and Zoning Commission and City Commission provided they are deemed to fit within the character of the district.

Signage.

• Where a building is meeting the required zero front setback line, an encroachment of a wall sign or protruding wall sign at the ground level floor with a safe clearance may occur with appropriate approval of an encroachment agreement with the City as approved by the City Commission.
• Off-premise signage within the district is allowed as a conditional use following the provisions set forth in Section 4-550 of City Ordinances. Signage within the district should take into
account the characteristics of its surrounding area and the intent and context of a downtown environment. The Commission should deliberate such items as size, intensity of light or color, and motion to avoid nuisance factors to the public and neighboring uses.

Streetscape.

**The Frontage Zone** functions as an extension of the adjacent building, whether it is for signage or retailers to display products. This zone should encourage the businesses to use this portion of the boulevard as a part of the downtown experience. This Zone will be a consistent 2 feet wide offset from the private property line.

**The Pedestrian Zone** provides an unobstructed public path that is dedicated for pedestrians. This zone will ensure a safe and comfortable walking experience and should always be 6 feet wide which will allow for comfortable two-way travel for users.

**The Flex Zone** is defined as the section of the streetscape between the curb line and the Pedestrian Zone where street furnishings occur. This Zone will vary as the parking zone changes to accommodate the change.

**The Safety Zone** is defined as the space immediately next to the Pedestrian Zone or Flex Zone which separates the boulevard from the Parking Zone or roadway. This zone will always be 2 feet wide.

**The Identifier Zone** functions as a cultural canvas of West Fargo. Each area should be unique showcasing different aspects of cultural and historical aspects of the city.

**Branding Zone** creates continuity along the corridor by providing a consistent aesthetic feel, providing wayfinding and city amenities unique to the downtown zoning district.
<table>
<thead>
<tr>
<th>ZONE</th>
<th>WIDTH</th>
<th>USE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frontage*</td>
<td>2'</td>
<td>• Retail signage</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Planted pots</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Retail displays</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Seating</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Private furnishings</td>
</tr>
<tr>
<td>Pedestrian</td>
<td>6'</td>
<td>• Path of pedestrian travel clear of obstructions</td>
</tr>
<tr>
<td>Flex*</td>
<td>Width varies as any remaining space in the sidewalk would be dedicated to this zone.</td>
<td>• Trees and landscaping</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Outdoor cafes, seating, and retail displays</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Streetscape furnishings</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Public utilities</td>
</tr>
<tr>
<td>Safety</td>
<td>2'</td>
<td>• Outer perimeter of sidewalk delineated by unique pattern not used in any other zone</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Clear of obstructions that impede field of view</td>
</tr>
<tr>
<td>Identifier†</td>
<td>15' Radius</td>
<td>• Public art</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Surface material mosaics</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Cultural representation of community, each being unique</td>
</tr>
<tr>
<td>Branding†</td>
<td>11'</td>
<td>• Wayfinding</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Corridor specific amenities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• City branding</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Gateway</td>
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</tbody>
</table>

* Zone may not be used in all scenarios
† Zone is only in Sheyenne Street bulb-outs
4-42x. Entertainment Mixed Use District.

Statement of Intent.

The intent of the district is to provide elements which promote the principles of good planning and design as outlined in West Fargo 2.0. The elements are walkability, connectivity, mixed-use, scale, intensity and hidden parking. New development, redevelopment, or the reuse of existing land and buildings should be encouraged to better meet the local goal of achieving more walkable and bikeable corridors and a better connected village core.

New development and redevelopment within this district should be in mixed-use buildings which will create and/or contribute to the overall vibrancy of a district that supports entertainment and employment activity twenty-four hours a day and seven days a week. Nuisance issues typically considered to be a disruption to a private resident in a strictly residential or office district may be less of a concern in favor of options which promote activity and entertainment to the general public at the discretion of the City Commission in consideration of laws which govern such matters.

The Entertainment Mixed Use District should have adequate measures of separation or buffering from traditional residential or other low intensity neighborhoods to ensure compatibility of intensity is protected for both the district and its neighbors.

Site Design Standards.

Building Orientation:

- All portions of building which front along a public or approved private street shall be oriented to provide for an inviting entrance or public view.
- A zero foot setback is required along public or approved private streets.
  - Deviation from the zero foot setback may be allowed in instances where additional useable space is proposed such as dining areas, public art installation or plaza space, driving aisles, or other such uses.
  - Any deviation proposed will require approval by the City Commission upon recommendation of the Director of Planning and Zoning.
  - Deviation also may be required in instances where adequate right of way does not provide for the design requirements for mobility or on-street parking needs as determined by the City Commission at the recommendation of the City Engineer and Director of Planning and Zoning.

Lot Design Standards.

Parking Areas:

- Shared parking is a requirement within this district.
- Maximum parking allowed for a use may not exceed the parking minimum requirements found within Section 4-450: Off Street Parking and Loading Regulations.
- Parking lots are required to be hidden with first priority to be placed out of sight of a public or approved private street.
- On-street parking is encouraged where possible and is to be designed at the discretion of the City Engineer and Director of Planning and Zoning and approved by the City Commission.
- Where parking lots front a public or approved private street, a minimum 5 foot decorative buffer is required which shall include pedestrian friendly areas that also include plantings which hide the parking area as shown in the exhibit below.

**Building Construction.**

- A minimum of seventy percent of all ground floor façade which fronts a public or approved private street is required to consist of windows or glass doors.
- The remaining ground floor façade is required to consist of durable materials.
- Residential lap-siding and corrugated metals or fiberglass siding are not allowed. Architectural panels of varying materials may be deemed acceptable upon review by the Planning and Zoning Commission and City Commission provided they are deemed to fit within the character of the district.

**Signage.**
• Where a building is meeting the required zero front setback line, an encroachment of a wall sign or protruding wall sign at the ground level floor with a safe clearance may occur with appropriate approval of an encroachment agreement with the City as approved by the City Commission.

• Off-premise signage within the district is allowed as a conditional use following the provisions set forth in Section 4-550 of City Ordinances. Signage within the district should take into account the characteristics of its surrounding area and the intent and context of a downtown environment. The Commission should deliberate such items as size, intensity of light or color, and motion to avoid nuisance factors to the public and neighboring uses.
**A19-35**  
**REPLAT**

The Wilds 15th Addition  
Lots 5-8 and 10-15, Block 5 of The Wilds 11th Addition, City of West Fargo, North Dakota

| Applicant: Tanner Brandt  
Owner: Westport Investments LLC | Staff Contact: Malachi Petersen |
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Planning &amp; Zoning Commission Introduction:</td>
<td>10-08-2019</td>
</tr>
<tr>
<td>Public Hearing:</td>
<td>10-08-2019</td>
</tr>
<tr>
<td>Final Plat Approval:</td>
<td></td>
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</tbody>
</table>

**PURPOSE:**
Replat 10 Lots into nine to allow for a larger housing footprint.

**STATEMENTS OF FACT:**

<table>
<thead>
<tr>
<th>Existing Land Use:</th>
<th>Vacant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Use Classification:</td>
<td>G-2: Sub-Urban - Growth Sector</td>
</tr>
<tr>
<td>Current Zoning District(s):</td>
<td>R-1: One &amp; Two Family Dwellings</td>
</tr>
<tr>
<td>Zoning Overlay District(s):</td>
<td>n/a</td>
</tr>
<tr>
<td>Proposed Lot size(s) or range:</td>
<td>8,710-13,689 ft²</td>
</tr>
<tr>
<td>Total area size:</td>
<td>1.06 Acres</td>
</tr>
</tbody>
</table>
| Adjacent Zoning Districts: | North & East – R-1: One & Two Family Dwellings  
South & West - P: Public Facilities (Retention Pond) |
| Adjacent street(s): | 54th Ave W (Local); 11th Street W (Local); Ashley Dr W (Local) |
| Adjacent Bike/Pedestrian Facilities: | Path along 32nd Ave W & 9th Street West |
| Available Parks/Trail Facilities: | The Wilds Parks accessible within ½ mile by sidewalks and paths. |
| Land Dedication Requirements: | Provided with previous subdivision |

**DISCUSSION AND OBSERVATIONS:**

- The applicant has submitted an application and preliminary plat.
- The replat is necessary to make some minor lot line adjustments to accommodate development of proposed lots.
- The new lots will meet the current zoning district requirements.
- The proposed replat does not affect any public easements or right of ways.

**NOTICES:**

Sent to: Applicable agencies and departments

Comments Received:

- None to date.

**CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:**
• The proposed plan is consistent with City plans and Ordinances.

RECOMMENDATIONS:

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

1. An updated drainage plan is approved by the City Engineer.
2. An Attorney Title Opinion to the City of West Fargo is received.
3. Signed Final Plat is received with any necessary easements.
4. A certificate is received showing taxes are current.
A19-35 Proposed Subdivision

A19-36 Proposed Subdivision

Legend:
- A: Agricultural
- C: Light Commercial
- C-OP: Commercial Office Park
- HC: Heavy Commercial
- P: Public
- PUD: Planned Unit Development
- R-1: One and Two Family
- R-1A: Single Family
- R-1B: Special Single Family
- R-1E: Rural Estate
- R-1S: Special One and Two Family
- R-1SM: Mixed One and Two Family
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home
- R-L1A: Large Lot Single Family
- R-R: Rural Residential
A19-36

The Wilds 16th Addition
Lots 1-6, Block 7 of The Wilds 11th Addition, City of West Fargo, North Dakota
Applicant: Tanner Brandt
Owner: Westport Investments LLC
Planning & Zoning Commission Introduction: 10-08-2019
Public Hearing: 10-08-2019
Final Plat Approval:

Staff Contact: Malachi Petersen

PURPOSE:
Replat to allow for larger housing footprint.

STATEMENTS OF FACT:
Existing Land Use: Vacant
Land Use Classification: G-2: Sub-Urban - Growth Sector
Current Zoning District(s): R-1: One & Two Family Dwellings
Zoning Overlay District(s): n/a
Proposed Lot size(s) or range: 6,143 ft² – 8,837 ft²
Total area size: 1.05 acres
Adjacent Zoning Districts: North & East – R-1: One & Two Family Dwellings, P: Public, South & West - A: Agriculture
Adjacent street(s): Lori Lane West (Local), 9th Street West (Collector)
Adjacent Bike/Pedestrian Facilities: Path just North along 9th Street West and along 52nd Ave. W
Available Parks/Trail Facilities: The Wilds Parks accessible within ½ mile by sidewalks and paths.
Land Dedication Requirements: Provided with previous subdivision

DISCUSSION AND OBSERVATIONS:
• The applicant has submitted an application and preliminary plat.
• The replat is necessary to make some minor lot line adjustments to accommodate development of proposed lots.
• The new lots will meet the current zoning district requirements.
• The proposed replat does not affect any public easements or right of ways.

NOTICES:
Sent to: Applicable agencies and departments
Comments Received:
• None to date.

CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:
- The proposed plan is consistent with City plans and Ordinances.

**RECOMMENDATIONS:**

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

1. An updated drainage plan is approved by the City Engineer.
2. An Attorney Title Opinion to the City of West Fargo is received.
3. Signed Final Plat is received with any necessary easements.
4. A certificate is received showing taxes are current.
### A19-37

**SITE PLAN REVIEW**

<table>
<thead>
<tr>
<th>Eagle Run Plaza 9th Addition</th>
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<tbody>
<tr>
<td>Lot 9, Block 1 of Eagle 9th Addition</td>
<td></td>
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<tr>
<td>Applicant: Travis Olson</td>
<td>Staff Contact: Lisa Sankey</td>
</tr>
<tr>
<td>Owner: Four Horsemen, LLC</td>
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<tr>
<td>Planning &amp; Zoning Commission:</td>
<td>10/8/19</td>
</tr>
<tr>
<td>City Commission:</td>
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**PURPOSE:**

Site Plan Review for Development in the Corridor Overlay District.

**STATEMENTS OF FACT:**

<table>
<thead>
<tr>
<th>Land Use Classification:</th>
<th>G-4A Core-Retrofit Growth Sector</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Land Use:</td>
<td>Vacant</td>
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<tr>
<td>Current Zoning District:</td>
<td>PUD: Planned Unit Development</td>
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<tr>
<td>Proposed Zoning District:</td>
<td>C: Light Commercial</td>
</tr>
<tr>
<td>Zoning Overlay District(s):</td>
<td>CO: Corridor Overlay District</td>
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<tr>
<td>Proposed Lot size(s) or range:</td>
<td>50,273 ft²</td>
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<tr>
<td>Adjacent Zoning Districts:</td>
<td>North, South &amp; East - PUD: Planned Unit Development West – R-3: Multiple Dwellings and P: Public Facilities</td>
</tr>
<tr>
<td>Adjacent street(s):</td>
<td>6th Street West (Local); 9th Street West (Collector); 32nd Avenue West (Arterial)</td>
</tr>
<tr>
<td>Adjacent Bike/Pedestrian Facilities:</td>
<td>Sidewalks along 6th &amp; 9th Street West; Multi-Use Path along 32nd Avenue West &amp; 9th Street West</td>
</tr>
<tr>
<td>Available Parks/Trail Facilities:</td>
<td>Rendezvous Park Facility accessible within ½ mile by sidewalks and path</td>
</tr>
<tr>
<td>Park Dedication Requirements:</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**DISCUSSION AND OBSERVATIONS:**

- This area was platted and zoned as part of a larger PUD: Planned Unit Development in 2002 and is currently in the process of being replatted and rezoned for C: Light Commercial development.
- Under Section 4-431.5.2, there is a higher construction standard for areas in the CO: Corridor Overlay District. Recent revisions to the CO district require that the applicant receive approval of site and building plans prior to approval of a building permit for those areas along Sheyenne Street between Interstate 94 as well as 40th Avenue, 32nd Avenue west of Sheyenne Street and 13th Avenue East.
- The applicant has submitted site plans, including elevations showing a 10,734 square foot, single story structure for use as a daycare. The building is faced with a combination of stone, wood and metal panels. A 6-foot vinyl fence is located along the east side of the property to screen the proposed playground.
- Parking and Landscaping, which includes landscaping buffer to the south and west, appears to be more than adequate.
• Direct access is proposed to 33rd Avenue West and to 6th and 9th Streets West through cross access easements within the plat.

NOTICES:
Sent to: Applicable agencies and departments
Comments Received:
• None to date.

CONSISTENCY WITH COMPREHENSIVE PLAN AND OTHER APPLICABLE CITY PLANS AND ORDINANCES:
• Although the plan envisions that most mixed-use development would occur in the G-4A Core-Retrofit Growth Sectors, the emphasis towards community servicing commercial uses is a positive impact in an area which has been slow to develop. The zoning district proposed along with the requirements to review development within this area of the CO: Corridor Overlay district could provide oversight by the City Commission for development which is consistent with West Fargo 2.0.

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. All City Ordinances are met (to allow staff the ability to ensure all building, civil, and zoning issues are met at time of building permit issuance).
CREATIVE MINDS CHILDCARE

608 33 Avenue West
West Fargo, North Dakota

PROJECT SUMMARY NOTES
PROJECT ADDRESS: 608 33 AVENUE WEST, WEST FARGO, NORTH DAKOTA 58078 (NEW ADDRESS UPON FINAL APPROVAL OF PROPOSED PLAT)
LEGAL DESCRIPTION: LOT 9, BLOCK 1 OF EAGLE RUN 9TH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA (UPON FINAL APPROVAL OF PROPOSED PLAT)
AREA: 50,273 S.F. (1.15 ACRES)
ZONING: "C" DISTRICT - LIGHT COMMERCIAL DISTRICT
EXISTING USE OF PROPERTY: VACANT
PROPOSED USE OF PROPERTY: DAYCARE FACILITY

FOUR HORSEMAN LLC
ARTEKTA ARCHITECTS
471 CHRISTIANSON DRIVE
26 ROBERTS ST. N, STE A100
WEST FARGO, ND
FARGO, ND 58102
T_OLSON@HOTMAIL.COM
JM@ARTEKTA.COM
MIKE@MAGNUMELECTRIC.NET (701) 526-3693

ENGINEER: ANTHONY J. SOMMERFELD, PE
MOORE ENGINEERING, INC.
925 10TH AVENUE EAST
WEST FARGO, ND 58078
ANTHONY.SOMMERFELD@MOOREENGINEERINGINC.COM
(701) 282-4692

BASE ZONING DISTRICT REQUIREMENTS
FRONT YARD: MINIMUM: N/A
REAR YARD: MINIMUM: 8 FEET (ABUTS SIDE YARD IN R-2 DISTRICT, REAR YARD SETBACK TO MATCH R-2 SIDE YARD SETBACK)
PROVIDED: 49 FEET (SOUTH)
SIDE YARD: MINIMUM: N/A
LOT COVERAGE: MAXIMUM: N/A
MINIMUM GREEN AREA: MAXIMUM: N/A
IMPERVIOUS SURFACE AREA: MAXIMUM: N/A

CORRIDOR OVERLAY DISTRICT REQUIREMENTS
FRONT YARD: MINIMUM: 15 FEET (NOT ABUTTING DESIGNATED STREET)
PROVIDED: 185 FEET (WEST PROPERTY LINE)
REAR YARD: MINIMUM: 10 FEET (NOT ABUTTING DESIGNATED STREET)
PROVIDED 49 FEET (SOUTH PROPERTY LINE)
SIDE YARD: MINIMUM: 10 FEET (NOT ABUTTING DESIGNATED STREET)
PROVIDED: 37 FEET (EAST PROPERTY LINE)
LOT COVERAGE: MAXIMUM: 40% (20,109 S.F.)
PROVIDED: 21.35% (10,734 S.F.)

LANDSCAPED OPEN SPACE TO SEPARATE PARKING AREAS FROM SIDE AND REAR LOT LINES:
MINIMUM: 5 FEET
PROVIDED: 5 FEET

LANDSCAPED OPEN SPACE TO SEPARATE PARKING AREAS AND BUILDING SETBACK LINES:
MINIMUM: 5 FEET
PROVIDED: 5 FEET

LANDSCAPED OPEN SPACE TO SEPARATE ACCESS DRIVEWAYS AND SIDE OR REAR LOT LINES:
MINIMUM: 3 FEET
PROVIDED: 5 FEET

OFF-STREET PARKING AND LOADING REQUIREMENTS
OFF-STREET PARKING:
MINIMUM: 33 SPACES (1 SPACE PER TEACHER/EMPLOYEE ON THE LARGEST SHIFT, PLUS 1 SPACE PER TEN STUDENTS FOR LOADING AND UNLOADING)
PROVIDED: 33 SPACES (1 SPACE PER TEACHER/EMPLOYEE ON THE LARGEST SHIFT, PLUS 1 SPACE PER TEN STUDENTS FOR LOADING AND UNLOADING SO, 21 EMPLOYEES PLUS 128 STUDENTS / 10 = 33 SPACES)

PARKING FOR PERSONS WITH DISABILITIES:
MINIMUM: 2 SPACES (1 VAN ACCESSIBLE SPACE AND 1 ACCESSIBLE SPACE FOR LOT WITH 26-50 TOTAL SPACES)
PROVIDED: 2 SPACES (1 VAN ACCESSIBLE AND 1 ACCESSIBLE)

OFF-STREET LOADING:
MINIMUM: 1 SPACE (1 12' x 50' SPACE FOR LOT USED FOR COMMERCIAL OR INDUSTRIAL PURPOSES AND HAVING A FLOOR AREA OF AT LEAST 10,000 S.F. AND LESS THAN 99,999 S.F.)
PROVIDED: ..................................

LANDSCAPING REQUIREMENTS
SITE LANDSCAPING: MINIMUM: 202 PLANT UNITS (4 PLANT UNITS FOR EVERY 50,273 S.F. OF LOT: 50,273 S.F. x 4 PLANT UNITS / 1,000 S.F. = 201.09, SO 202 PLANT UNITS)
PROVIDED: ................... PLANT UNITS

............................ PLANT UNITS IN ..................... SMALL, MATURE DECIDUOUS TREES (.....................%)
............................ PLANT UNITS IN ..................... MATURE SHRUBS (...............%)

REVISIONS
10.01.19
DATE:
REVISED:
PROJECT #:
DATE :
DESIGNER:
DRAFTER:
REVIEWER:
MANAGER:
CHECKED BY:
SWI
DESK:
Prep.
Rev.
DTP:
Rev.

TOTAL: ..................... C.F.
LOT SIZE: 50,273 S.F.
% IMPERVIOUS: ....................
REQUIRED: ..................... C.F. (................. ACRES AT .....................% IMPERVIOUS)
EXISTING: ..................... C.F.

COVER SHEET
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