

MEMORANDUM

TO: Historic Preservation Commission
FROM: Kylie Bagley, Assistant Planner
DATE: January 15, 2019
RE: Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on Tuesday, January 15 at 8:00 a.m. in the City Commission Room at “**Old**” Fargo City Hall. If you are not able to attend, please contact staff at 701.241.1474 or planning@FargoND.gov. Thank you.

HISTORIC PRESERVATION COMMISSION Tuesday, January 15, 2019, 8:00 a.m. City Commission Room AGENDA

1. Approval of Minutes – December 18, 2018
2. CLG Grant Application Projects
3. Liaison Reports
 - Planning Commission – Christine Kloubec
 - Board of Adjustment – Matthew Boreen
 - House Moving Board – Paul Gleye
 - Housing Rehab – Heather Fischer
 - Renaissance Zone Authority – Vacant
4. Other Business or Public Comment
5. Next Meeting – February 19, 2019

Historic Preservation Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Thursday at 8:00 a.m., Friday at 3:00 p.m. and Saturday at 3:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at www.FargoND.gov/historicpreservationcommission.

**BOARD OF HISTORIC PRESERVATION COMMISSIONERS
MINUTES**

Regular Meeting:

Tuesday, December 18, 2018

The Regular Meeting of the Board of Historic Preservation Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 8:00 o'clock a.m., Tuesday, December 18, 2018.

The Historic Preservation Commissioners present or absent were as follows:

Present: Christine Kloubec, Heather Fischer, Matthew Boreen, Mike Dawson,
Nathan Larson

Absent: Paul Gleye

Chair Fischer called the meeting to order and welcomed Members to the meeting.

Item 1: Minutes: Regular Meeting of October 16, 2018

Member Boreen moved the minutes of the October 16, 2018 Historic Preservation Commission meeting be approved. Second by Member Larson. All Members present voted aye and the motion was declared carried.

Item 2: Historic Overlay District Review

a. 1009 13th Avenue South: APPROVED

Assistant Planner Kylie Bagley introduced the request to install a permanent sign for the business at this location, on behalf of the applicant who was not present.

The Board discussed and clarified that since this property is within a historic overlay district, this item would be reviewed by this Board, and not need to go through the Inspections Office for approval.

Member Dawson moved to approve the project as presented. Second by Member Larson. All Members present voted aye and the motion was declared carried.

b. 1010 6th Street South: APPROVED

Applicant Royce Braley spoke on behalf of the application.

Discussion was held by the Board regarding the distance between the existing house and the proposed garage, and if the proposal meets City codes for the rear setback criteria.

Member Boreen moved to approve the project as presented. Second by Member Larson. All Members present voted aye and the motion was declared carried.

Item 3: Liaison Reports

No reports were provided at this time.

Item 4: Other Business or Public Comment

Kylie Bagley noted the meeting calendar included in the packet for the 2019 Historic Preservation Commission.

Ms. Bagley also stated that the Jefferson Historic Overlay District was approved by the City Commission at their December 3, 2018 meeting.

Item 5: Next Meeting – January 15, 2019

The time at adjournment was 8:17 a.m.

ADMINISTRATION PROJECT – NARRATIVE

Project Purpose and Intent

The Fargo Historic Preservation Commission (FHPC) intends to use the requested administrative funds to support its ongoing work, as it relates to National Register/Eligible properties in the City of Fargo.

Project Need

The FHPC will provide part of its grant match through attendance at the CLG meeting and regular meetings.

Product List

1. Members will attend regular FHPC monthly meetings, annual CLG meeting and work on FHPC projects

Timeline

March 2019 – February 2020

ADMIN BUDGET	Match	HPF	Total
Travel to CLG Meeting	\$	\$	\$
FHPC (Meetings/Activities/Supplies/Postage)	\$	\$	\$
SUBTOTAL	\$	\$	\$

CREATE 5 YEAR STRATEGIC PLAN

Project Purpose and Intent

The Fargo Historic Preservation Commission intends to use the requested funds to create a 5 year strategic plan which would support its ongoing work. The 5 year strategic plan would identify neighborhoods within Fargo that could benefit from having a historic overlay district. The strategic plan could also identify historic buildings and homes that could meet the national register criteria. As well as identify any future historic projects with cost estimates and timelines that are needed for project completion. This strategic plan would direct the commission on which areas of the city are important to preserve.

Project Need

Currently the way neighborhoods are preserved in Fargo are through Historic Overlay Districts. These districts are proposed by representatives of the neighborhood. This 5 year strategic plan would allow the commission to be more proactive in preserving historic neighborhoods.

Product List

A document detailing historic areas and or buildings in Fargo that should be preserved. This document will also be a tool for the community to show what neighborhoods are

historic as well as what projects can be done to keep and or enhance the historic nature of Fargo.

Timeline

Spring of 2019 through winter of 2020.

5 YEAR STRATEGIC PLAN	Match	HPF	Total
	\$	\$	\$
SUBTOTAL	\$	\$	\$

COMPREHENSIVE BUDGET SUMMARY	Match	HPF	Total
PROJECT – ADMIN	\$	\$	\$
5 YEAR STRATEGIC PLAN	\$	\$	\$
TOTAL BUDGET	\$	\$	\$