M E M O R A N D U M

TO: Historic Preservation Commission

FROM: Kylie Bagley, Assistant Planner

DATE: April 17, 2018

RE: Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on Tuesday, April 17 at 8:00 a.m. in the City Commission Room at 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, April 17, 2018, 8:00 a.m.
City Commission Room
AGENDA

1. Approval of Minutes – January 16, 2018

2. Historic Overlay District Review
   a. 806 9th Street South – Chas A. Roberts Addition
   b. 1122 7th Street South – Erskins Addition

3. CLG Conference

4. Liaison Reports
   - Planning Commission – Christine Kloubec
   - Board of Adjustment – Matthew Boreen
   - House Moving Board – Paul Gleye
   - Housing Rehab – Heather Fischer
   - Renaissance Zone Authority – Vacant

5. Next Meeting – May 15, 2018

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: January 16, 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, January 16, 2018.

The Historic Preservation Commissioners present or absent were as follows:

Present: Michael Burns, Heather Fischer, Matthew Boreen, Paul Gleye, Mike Dawson, Nathan Larson

Absent: Christine Kloubec

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

Item 1: Minutes: Regular Meeting of August 15, 2017

Mr. Gleye moved the minutes of the August 15, 2017 Historic Preservation Commission meeting be approved. Second by Mr. Dawson. All Members present voted aye and the motion was declared carried.

Item 2: Storefront Grant Review – Adrian's Autocare, 102 University Drive North: Approved

Assistant Planner Dawn Mayo introduced the proposed project façade renovation at 102 University Drive North. She briefly summarized the application referring to the rendering included in the packet, and explained recent updates made to the proposal since the packet was mailed to the Board.

Applicant Adrian Greiff spoke on behalf of the project.

Discussion ensued regarding the following items: the removal of existing siding to expose the original brick; the type of siding to be used to replace areas that are deteriorating; staffs determination of why this building is not considered historical; the need for building renovation to meet building code guidelines; and to provide more natural lighting to the customer service area by adding additional windows.

Mr. Gleye moved the Historic Preservation Commission find that no historic property is being affected, and to approve the project as presented with the recommendation to expose as much of the original brick as possible, and that additional windows be added in the customer service area to provide more natural lighting. Second by Mr. Boreen. All Members present voted aye and the motion was declared carried.

Item 3: Other Business

Ms. Mayo announced the annual Certified Local Government (CLG) meeting is scheduled to be held in Fargo on April 20, 2018. She stated staff will keep Board updated on the meeting location, time, and other details as they become available.

Chair Burns acknowledged Dawn Mayo's upcoming retirement, and welcomed Assistant Planner Kylie Bagley who will be her replacement on this Board.

Ms. Mayo continued with the following updates:

- Jefferson Neighborhood Historic Overlay District: Ms. Mayo stated staff received the house surveys conducted by neighborhood volunteers. She suggested the subcommittee, comprised of Members Kloubec, Fischer, and Dawson, schedule a meeting to begin reviewing this information with the neighborhood. Ms. Mayo said staff would coordinate with the Board to set a meeting time and location. Nathan Larson volunteered to serve on this subcommittee.

- Roosevelt/Carnegie Library Cornerstone Project: Ms. Mayo reported once she receives approval from the Park District regarding placement of the cornerstone, a Request for Proposals (RFP) will be issued for the project.

Item 4: Liaison Reports

Ms. Mayo reminded Board Members that the Historic Preservation Commission currently does not have a liaison to the Renaissance Zone Authority, and will need to appoint a new liaison.

Item 5: Next Meeting – February 20, 2018

The time at adjournment was 8:45 a.m.

THE CITY OF Fargo FAR MORE

HISTORIC OVERLAY DISTRICT APPLICATION & REVIEW FORM

Property address 806 9th Street South, Fargo ND 58103

Legal description of property Lot: 16 Block: M CHARLES A ROBERTS LOTS 16 & 17 BL K M

Historic Overlay District where property is located Hawthorne

Name of Owner Tim + Vanessa Lystad **Telephone** 701-371-0511

Address (if different)

Application is hereby made by the above-named owner of the subject property for a Certificate of Appropriateness (by the process set forth in §20-0305 and §20-0912 of the Land Development Code).

This form will be reviewed by City of Fargo staff if the proposed work involves **exterior renovation** of a structure which requires a building permit. Photos and plans must accompany this application. If the proposed work is determined to comply with Historic Overlay design standards, a Certificate of Appropriateness will be issued, and a building permit may then be granted. If the proposed work does not obviously conform to the design standards published in the LDC, the Fargo Historic Preservation Commission (HPC) will review the application and make the determination. **Projects that involve demolition or new construction must be reviewed by the HPC.** The HPC meets monthly at 8:00 am on the third Tuesday of the month, in the City Commission Room, City Hall, 200 3rd Street N. Applicants (or their contractor) must be present at the meeting. More information on design standards is available at: www.cityoffargo.com/HistoricOverlayDistricts.

Check each of the following which applies to your project:

- ☐ Exterior remodel
- ☐ Window replacement
- ☐ New dormer
- ☐ New/replacement chimney
- ☐ Skylight
- ☐ Overhead garage door replacement
- ☐ New addition
- ☒ New garage
- ☐ New accessory structure (not garage)
- ☐ New porch
- ☐ Front yard paving
- ☒ Demolition
- ☐ Other

Briefly describe the proposed work:

Demolishing of existing garage to make way for new garage as shown in architectural documents.

See attached floor plan and elevations, along with existing photos.

Tim Lystad
Signature of Owner

4/5/18
Date

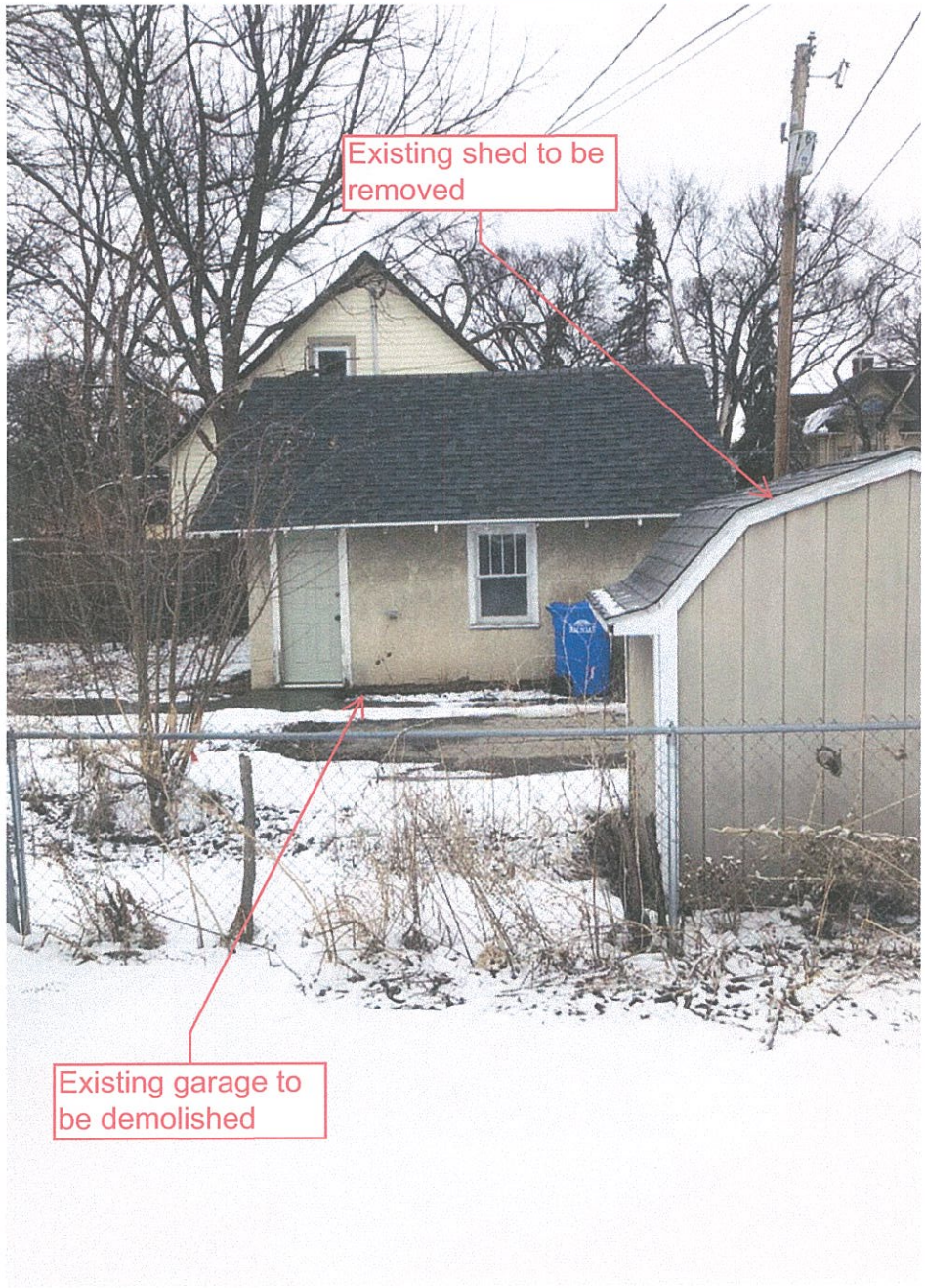
Return application to: Fargo Planning and Development Department, 200 North 3rd Street, Fargo, ND 58102
Telephone: (701) 241-1474; Fax: (701) 241-1526

Office use only:
Staff Contact Person
Staff Recommendation
Date

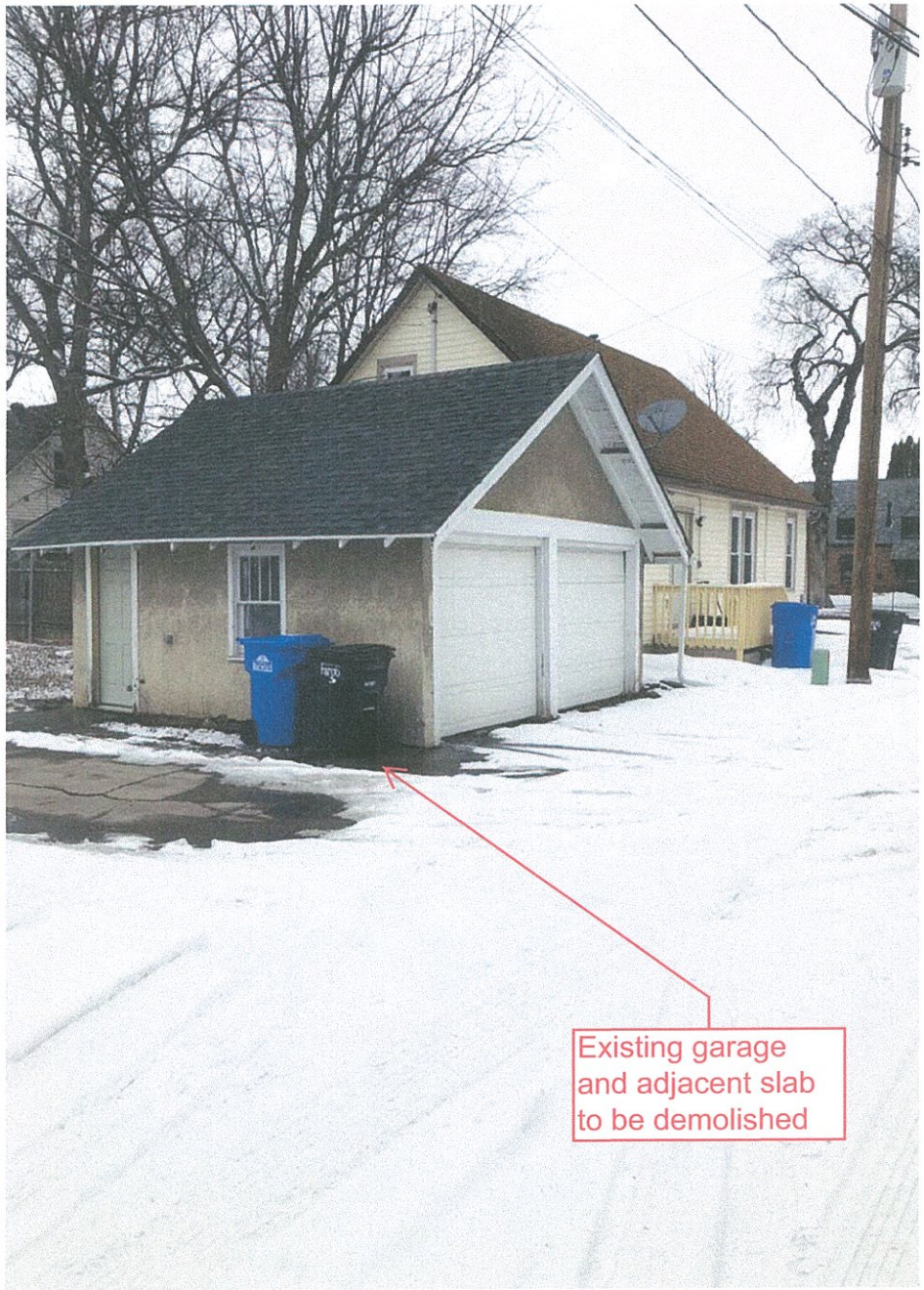
Colonial Revival - Built in 1921

Rear of House

South elevation of existing garage



Garage from Alley

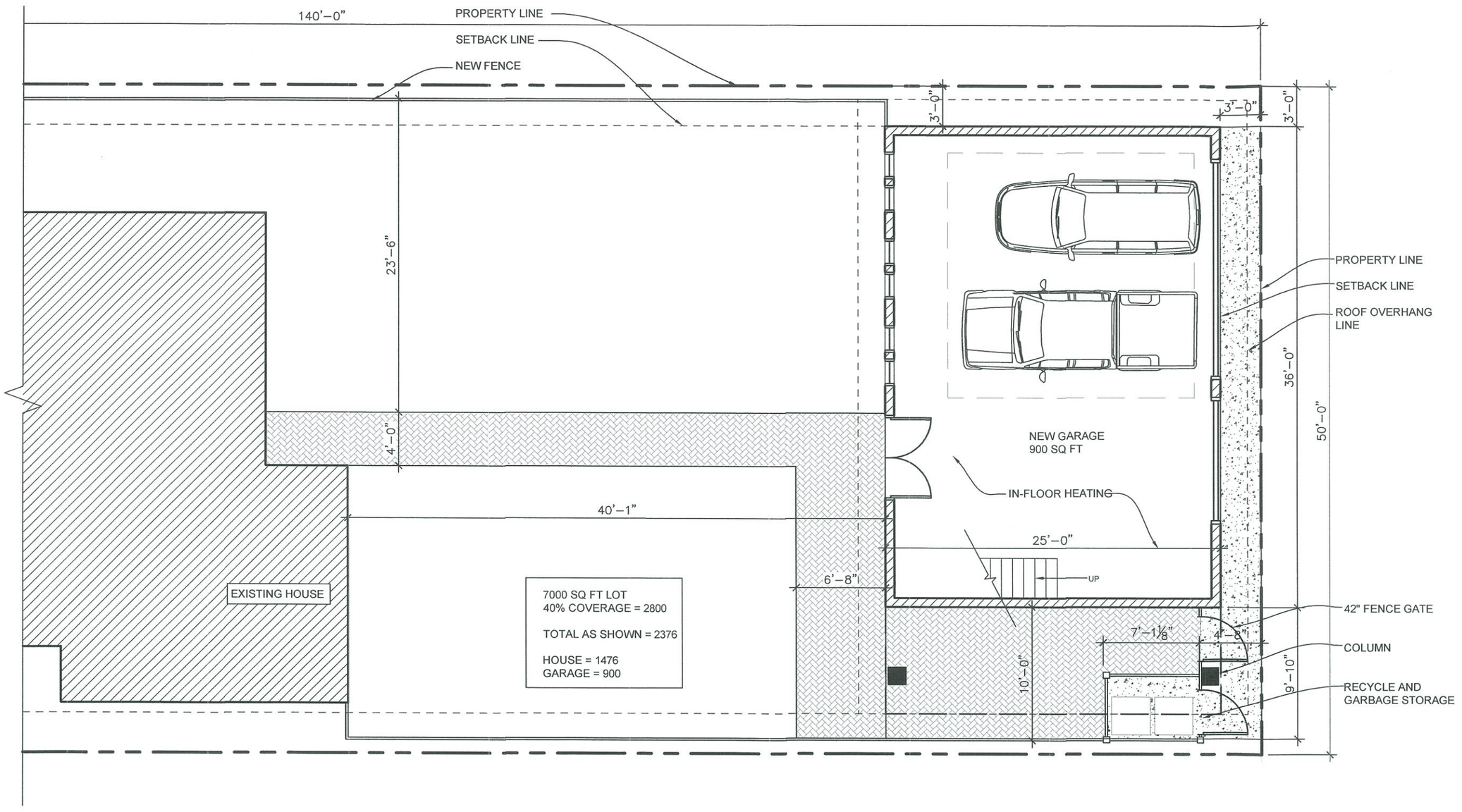


Rear elevation of house

Northwest elevation of house - front

West elevation of house - Front

Southwest elevation of house - Front



1 SITE/FLOOR PLAN

1/8" = 1'-0" NORTH

D2 DAHMS DESIGN
701.306.5729
BAKER MINNESOTA
GRAIN ELEVATOR

LYSTAD
806 9TH ST. SO.
FARGO, ND

© 2016 D2 DAHMS DESIGN

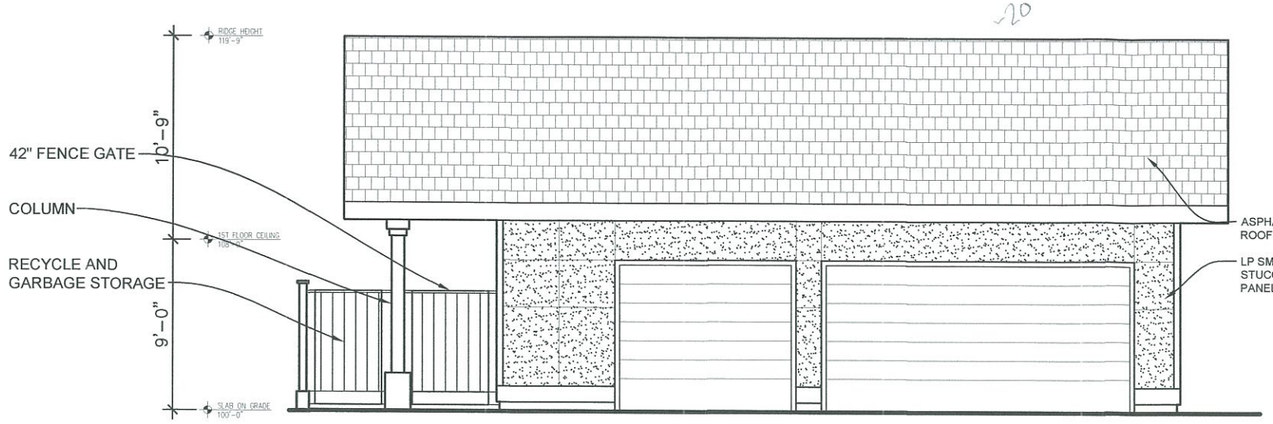
DESCRIPTION:
PROPERTY IMPROVEMENTS

PROJECT: D2:18-03

DATE: 04/10/18

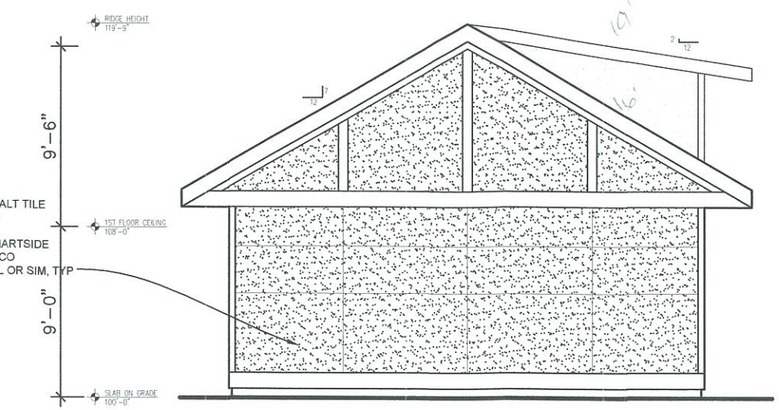
SITE PLAN & GARAGE FLOOR PLAN

A1.0



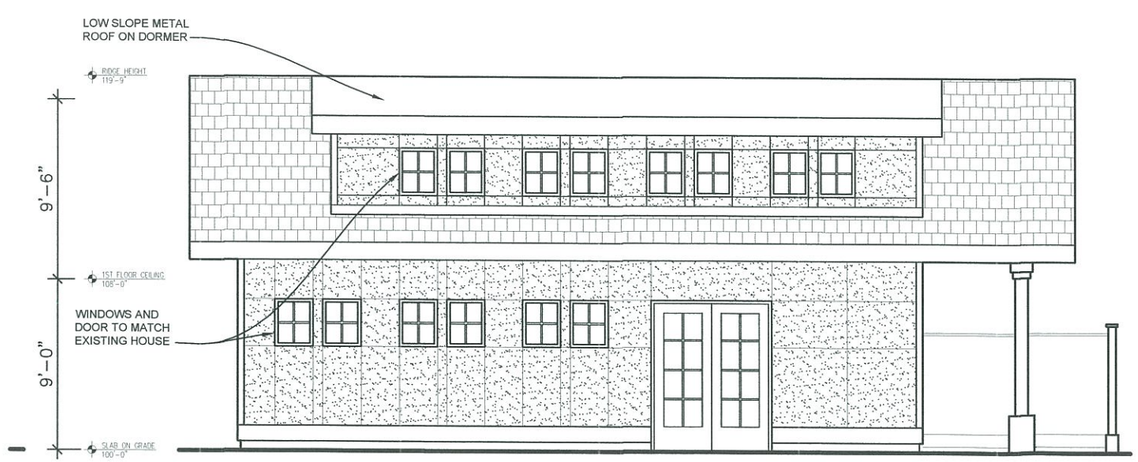
1 EAST/ALLEY ELEVATION

1/8" = 1'-0"



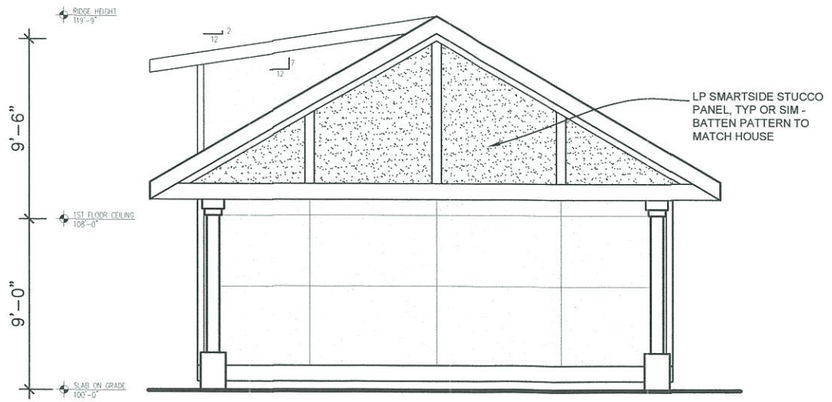
2 NORTH ELEVATION

1/8" = 1'-0"



3 WEST/HOUSE ELEVATION

1/8" = 1'-0"



4 SOUTH ELEVATION

1/8" = 1'-0"

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LYSTAD
6 9TH ST. SO.
FARGO, ND

80

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DESCRIPTION:
PROPERTY
IMPROVEMENTS

PROJECT: D2:18-03

DATE: 04/10/18

GARAGE
ELEVATIONS

A1.1

HISTORIC OVERLAY DISTRICT
APPLICATION & REVIEW FORM

Property address 1122 7TH ST. S. FARGO ND 58103-2712

Legal description of property Lot: 1 Block: KK ERSKINES LOTS 1 & 24 BLK KK

Historic Overlay District where property is located _____

Name of Owner GREGORY CARLSON / KATIE SMITH **Telephone** 701 318 8982

Address (if different) _____

Application is hereby made by the above-named owner of the subject property for a Certificate of Appropriateness (by the process set forth in §20-0305 and §20-0912 of the Land Development Code).

This form will be reviewed by City of Fargo staff if the proposed work involves **exterior renovation** of a structure which requires a building permit. Photos and plans must accompany this application. If the proposed work is determined to comply with Historic Overlay design standards, a Certificate of Appropriateness will be issued, and a building permit may then be granted. If the proposed work does not obviously conform to the design standards published in the LDC, the Fargo Historic Preservation Commission (HPC) will review the application and make the determination. **Projects that involve demolition or new construction must be reviewed by the HPC.** The HPC meets monthly at 8:00 am on the third Tuesday of the month, in the City Commission Room, City Hall, 200 3rd Street N. Applicants (or their contractor) must be present at the meeting. More information on design standards is available at: www.cityoffargo.com/HistoricOverlayDistricts

Check each of the following which applies to your project:

- ☐ Exterior remodel
- ☐ Window replacement
- ☐ New dormer
- ☐ New/replacement chimney
- ☐ Skylight
- ☐ Overhead garage door replacement
- ☐ New addition
- ☒ New garage
- ☐ New accessory structure (not garage)
- ☐ New porch
- ☐ Front yard paving
- ☒ Demolition
- ☐ Other _____

Briefly describe the proposed work:

WE ARE WORKING WITH DAHMS DESIGN TO MEET/COMPLY WITH THE HISTORIC OVERLAY DESIGN STANDARDS FOR A GARAGE PROJECT TO REPLACE THE EXISTING STRUCTURE. SCOTT DAHMS MAY ADD CLARIFYING NOTES FOLLOWING:

Existing garage to be demolished and replaced with another as shown in the attached architectural drawings.

Signature of Owner

4/9/18
Date

Return application to: Fargo Planning and Development Department, 200 North 3rd Street, Fargo, ND 58102
Telephone: (701) 241-1474; Fax: (701) 241-1526

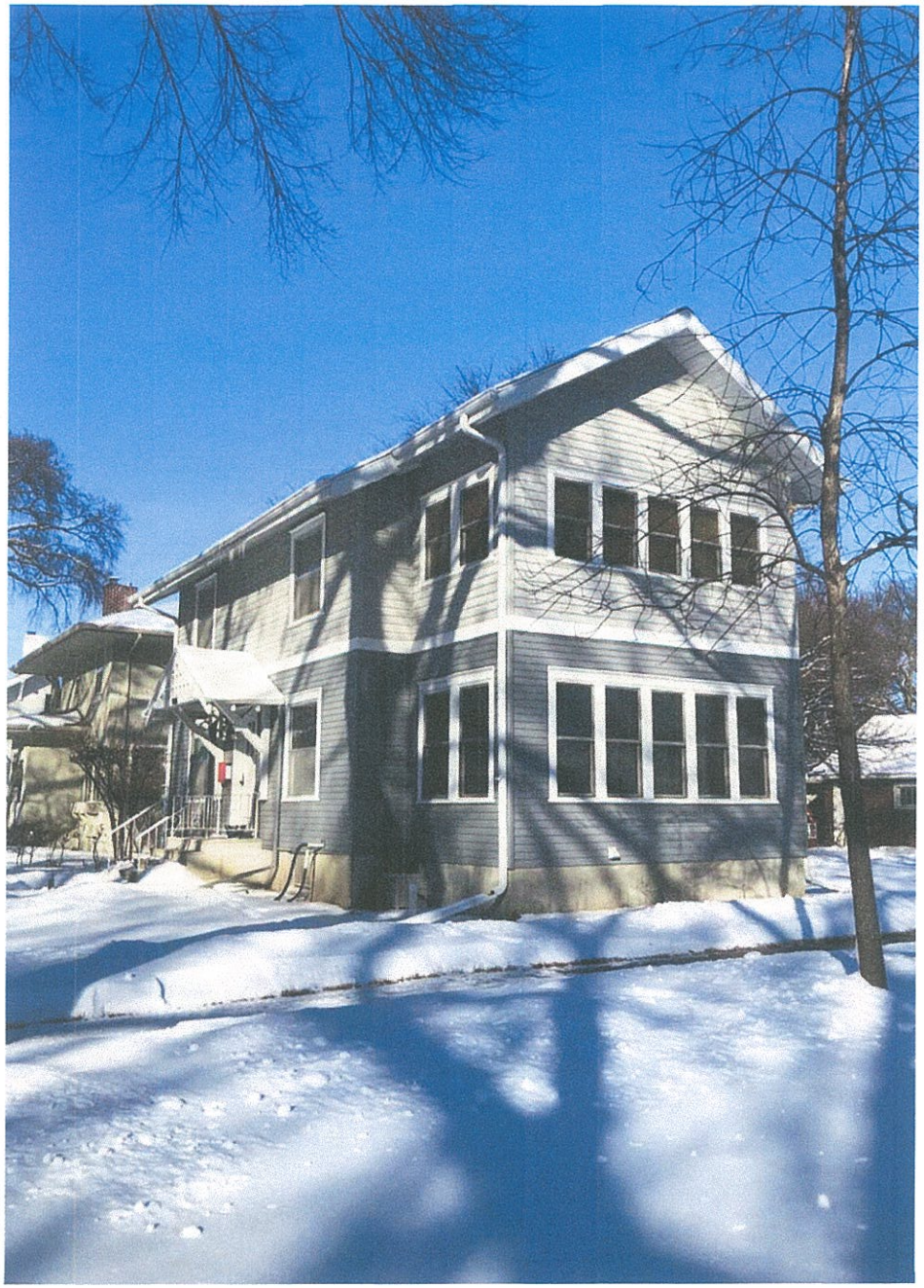
Office use only:

Staff Contact Person _____

Staff Recommendation _____

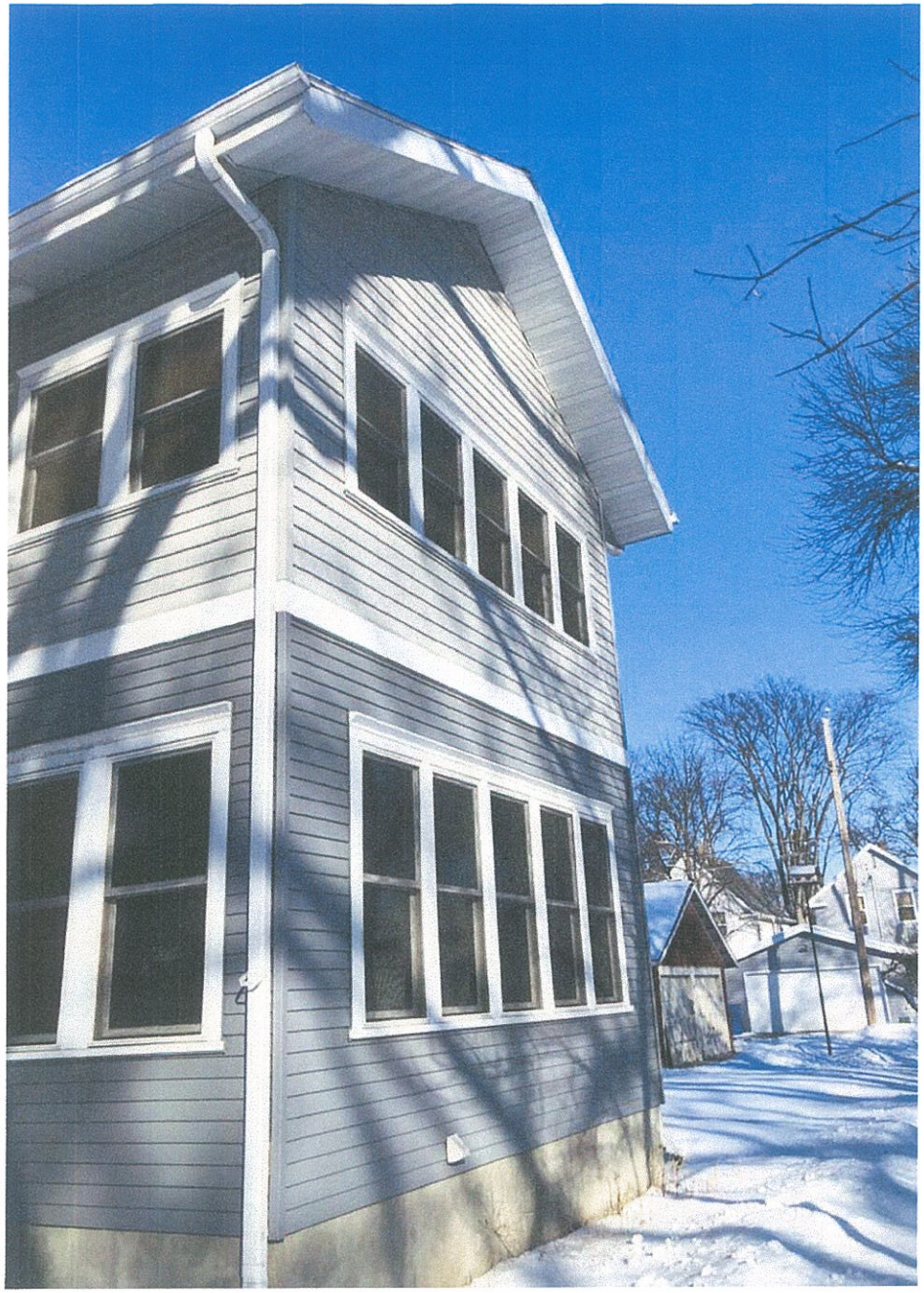
Date _____

Southwest Elevation of House



West (Front) Elevation of House

South Elevation (Street Side) of House



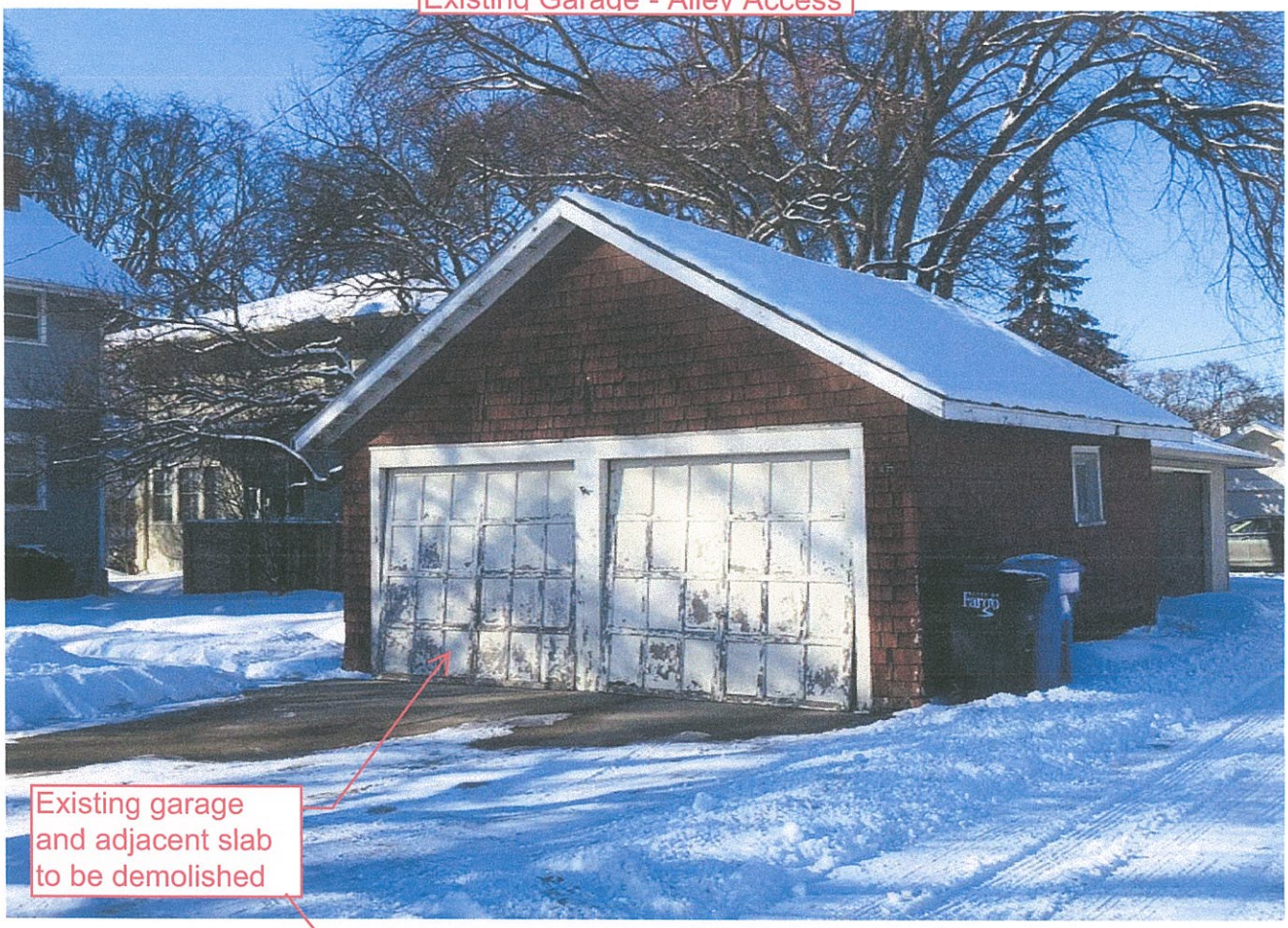
East (Rear) Elevation of House

Dahms Design

Smith/Carlson Garage

April 10th, 2018

Existing Garage - Alley Access

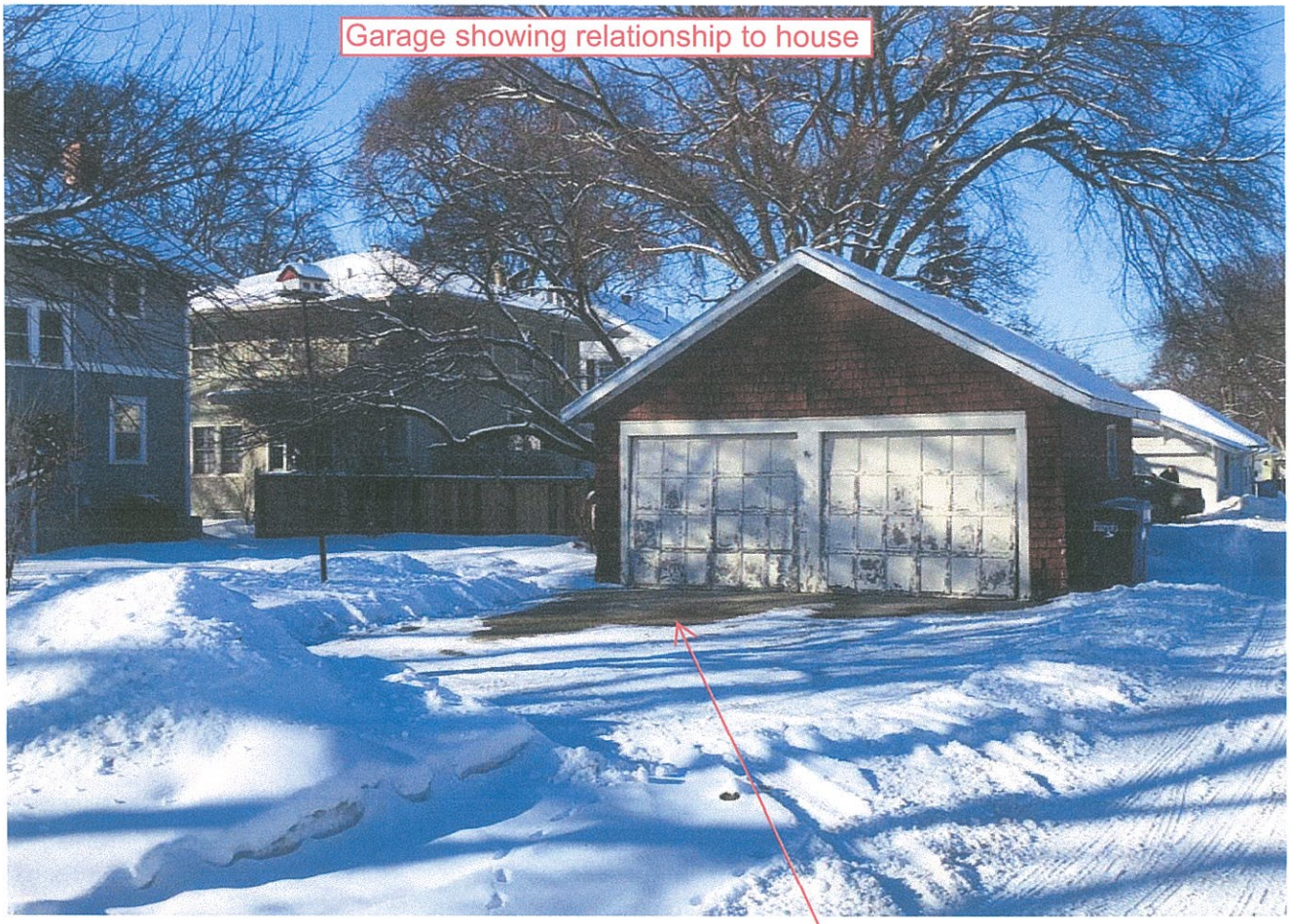


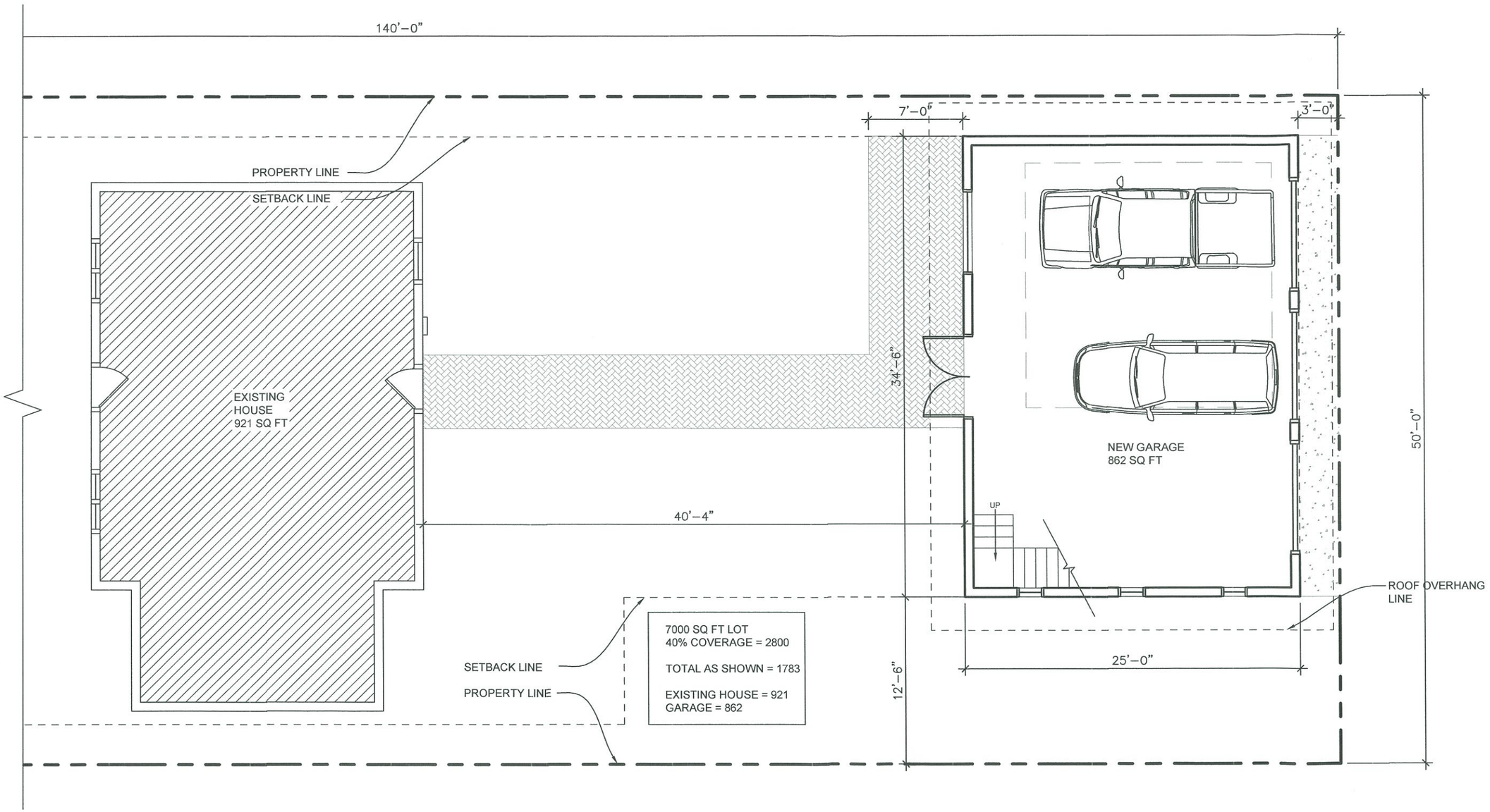
Existing garage and adjacent slab to be demolished

Dahms Design

Smith/Carlson Garage

April 10th, 2018





1 SITE PLAN

1/8" = 1'-0" NORTH

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GRAIN ELEVATOR

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SMITH/CARLSON
1122 7TH ST. SO.
FARGO, ND

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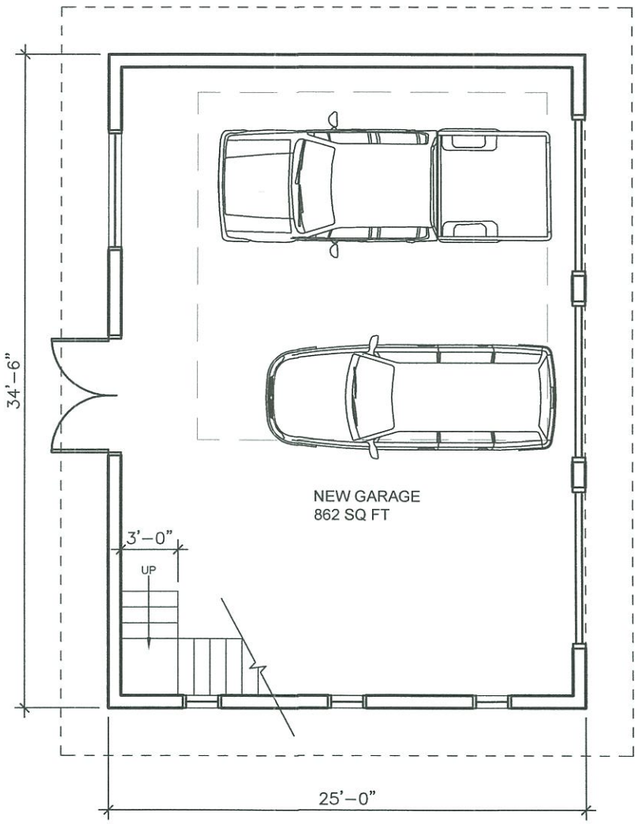
DESCRIPTION:
PROPERTY
IMPROVEMENTS

PROJECT: D2:18-03

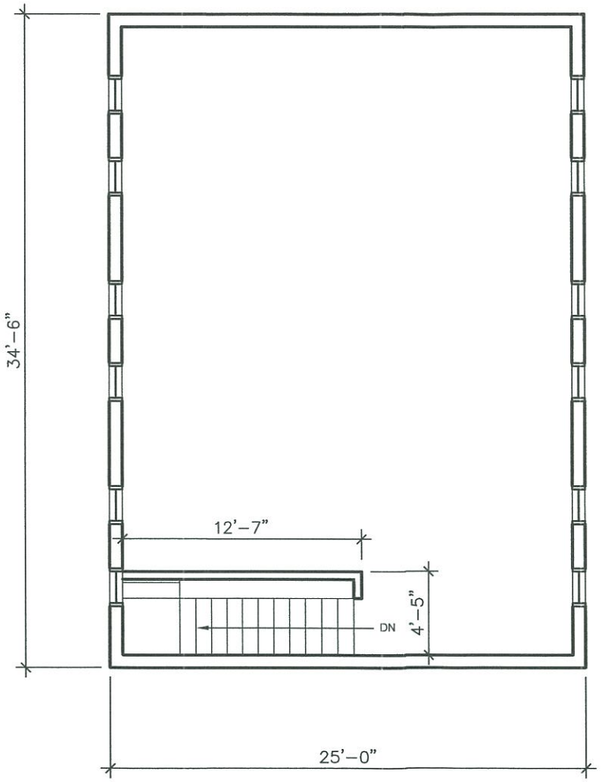
DATE: 04/10/18

SITE PLAN

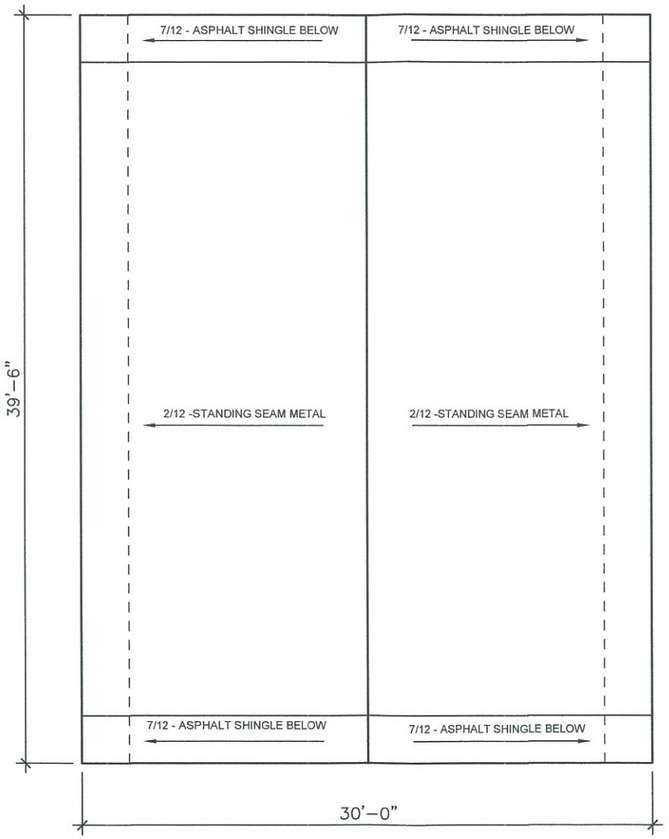
A1.0



1 MAIN FLOOR PLAN
1/8" = 1'-0" NORTH



2 SECOND FLOOR PLAN
1/8" = 1'-0" NORTH



3 ROOF PLAN
1/8" = 1'-0" NORTH

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GRAIN ELEVATOR

SMITH/CARLSON
1122 7TH ST. SO.
FARGO, ND

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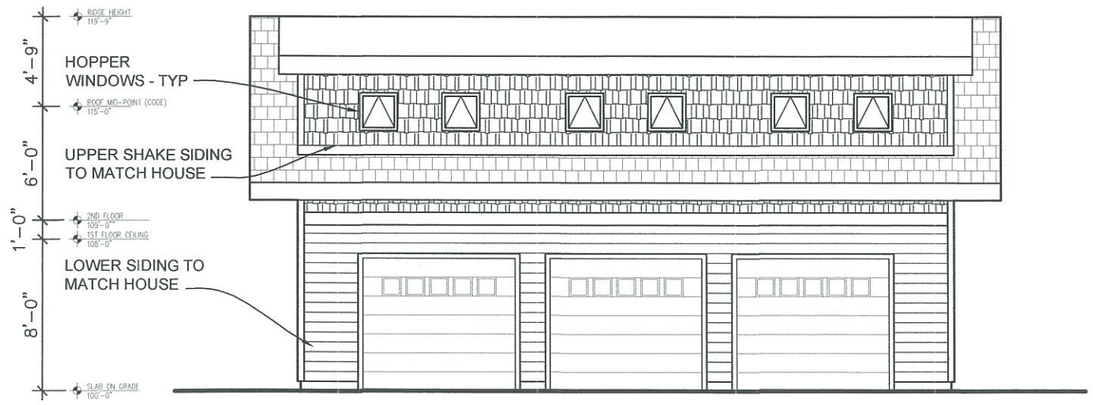
DESCRIPTION:
PROPERTY IMPROVEMENTS

PROJECT: D2:18-03

DATE: 04/10/18

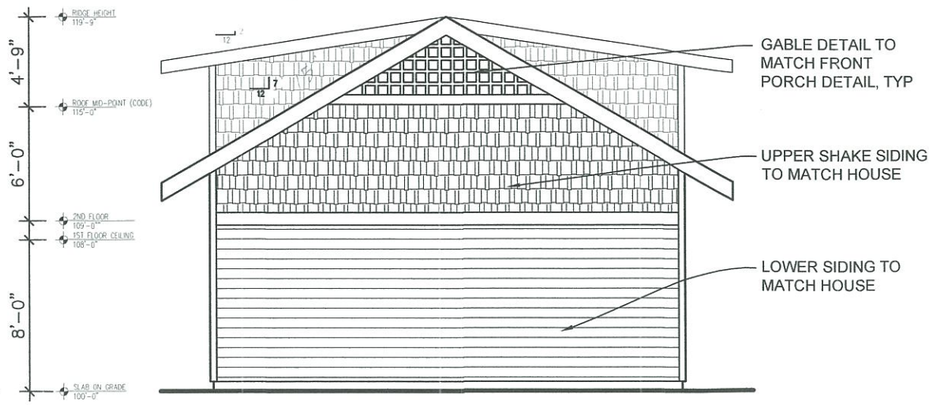
FLOOR PLANS

A1.1



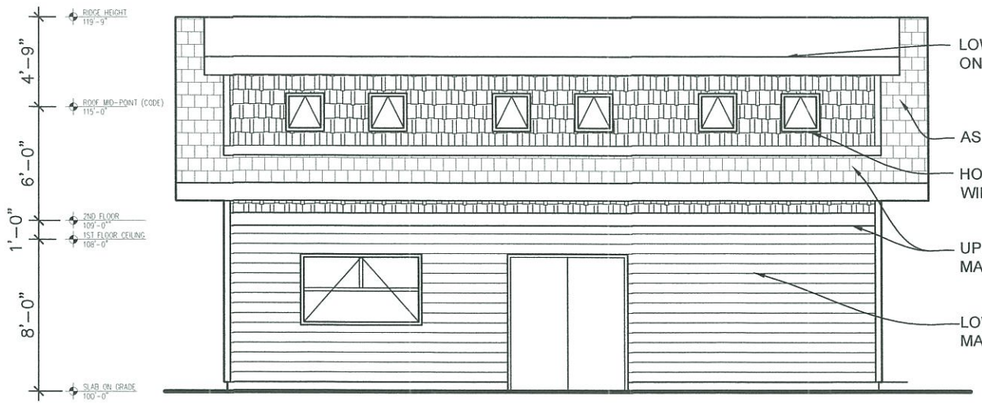
1 EAST ELEVATION

1/8" = 1'-0"



2 NORTH ELEVATION

1/8" = 1'-0"



3 WEST ELEVATION

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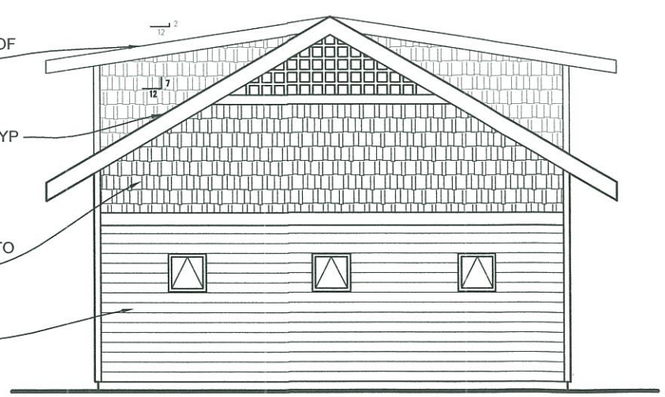

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DATE: 04/10/18

GARAGE
ELEVATIONS

A3.1

City of Fargo
Planning and Development
200 3rd St N
Fargo, ND 58102

PLEASE
PLACE
STAMP
HERE

Save the date!

2018 CLG CONFERENCE

April 20, 8:30am to 3:30pm

At the Radisson Hotel
201 5th Street N, Fargo, ND

For more information:
Kylie Bagley
(701) 476-4152
KBagley@FargoND.gov

2018 North Dakota CLG Conference

Friday April 20, 2018
Radisson Hotel Fargo, North Dakota

8:30—9:30
Registration and Breakfast

9:00—9:30
Welcome

9:30—10:30
History of Downtown Fargo
Matthew Hallquist, Fargo Public Schools

10:30—10:45
Break

10:45—12:00
Walkability
Mike Zimney, Kilbourne Group

12:00—1:00
Lunch

1:00—1:30
Local CLG Updates

1:30—2:30
Renovation Projects
Adrienne Olson, Kilbourne Group

2:30—3:30
Self-Guided Tour of Fargo

3:30
Goodbye and see you next year!

2018 North Dakota CLG Conference

Friday April 20, 2018
Radisson Hotel Fargo, North Dakota

8:30—9:30
Registration and Breakfast

9:00—9:30
Welcome

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Goodbye and see you next year!