

## **MEMORANDUM**

**TO:** Historic Preservation Commission

**FROM:** Maegin Elshaug, Planning Coordinator  
Maggie Squyer, Assistant Planner

**DATE:** June 11, 2019

**RE:** Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on June 18 at 8:00 a.m. in the Commission Chambers, City Hall. If you are not able to attend, please contact staff at 701.241.1474 or [planning@FargoND.gov](mailto:planning@FargoND.gov). Thank you.

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### **HISTORIC PRESERVATION COMMISSION Tuesday, June 18, 2019, 8:00 a.m. Commission Chambers AGENDA**

1. Approval of Minutes – May 21, 2019
2. Historic Overlay District Review
  - a. 609 9<sup>th</sup> Street South—Chas A. Roberts Overlay
  - b. 812 7<sup>th</sup> Street South—Chas A. Roberts Overlay
3. CLG Grant Approval
  - a. 5 year work plan
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. Other Business or Public Comment
6. Next Meeting – July 16, 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](http://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](http://www.FargoND.gov/historicpreservationcommission).

**BOARD OF HISTORIC PRESERVATION COMMISSIONERS  
MINUTES**

**Regular Meeting:**

**Tuesday, May 21, 2019**

The Regular Meeting of the Board of Historic Preservation Commissioners of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 8:00 a.m., Tuesday, May 21, 2019.

The Historic Preservation Commissioners present or absent were as follows:

Present: Christine Kloubec, Matthew Boreen, Paul Gleye, Mike Dawson, Jay Nelson,  
Nathan Larson

Absent: Heather Fischer

Vice Chair Kloubec called the meeting to order and welcomed Members to the meeting.

**Item 1: Minutes: Regular Meeting of January 15, 2019**

Member Boreen moved the minutes of the January 15, 2019 Historic Preservation Commission meeting be approved. Second by Member Gleye. All Members present voted aye and the motion was declared carried.

**Item 2: Historic Overlay District Review**

**a. 1122 7th Street South – Erskine’s Historic Overlay: APPROVED**

Assistant Planner Maggie Squyer introduced the proposed project for the demolition of an existing garage, and construction of a new garage that includes a new walkway and back patio.

Applicant representative Mark Johnson spoke on behalf of the application.

Board discussion ensued regarding the following: height of the proposed garage; design of the garage door; construction of a new walkway and back patio; and more defined conceptual drawings of the proposal for review.

Planning Director Nicole Crutchfield added staff is reviewing the existing application process and will work with the applicant to address information the Board is seeking. Ms. Crutchfield stated staff typically has not provided recommendations for proposals in the past, but are recommending approval of this application as presented.

Member Larson present.

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

**b. 1122 8th Street South – Erskine’s Historic Overlay: APPROVED**

Ms. Squyer introduced the proposed project to rework the rear entry to the existing house adding a screened-in porch with fireplace; and demolition of the existing garage to construct a new garage.

Applicant Zack Dawson spoke on behalf of the application.

The Board further discussed the proposal and the materials to be used in the design.

Member Gleye 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**

Member Boreen gave an update from the April 23, 2019 Board of Adjustment meeting.

**Item 4: Other Business or Public Comment**

- Vice Chair Kloubec noted the Board has been invited by the Heritage Society to attend the 44th Annual Preservation Awards being held tonight, May 21.
- Member Nelson shared information about a recent event published in the Star Tribune called “Doors Open Minneapolis”, a free event providing access to private and government buildings not generally open to the public. He felt this may be something of interest locally as a way to further educate residents about the importance of preserving our City’s historic buildings.
- **524 15th Street South – Jefferson’s Historic Overlay: APPROVED**  
Ms. Crutchfield noted an additional application submitted to the Board, which was not included in the meeting packet. She stated applicant Drew Kierzek is present and is seeking the Boards approval for the demolition of an existing garage and driveway, and construction of a new garage and concrete driveway.

Mr. Kierzek proceeded to speak on behalf of the application presenting additional renderings for the Boards review.

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

- Ms. Crutchfield continued with the following updates:
  - Core Neighborhoods Plan: Ms. Crutchfield stated the Planning Commission and the Community Development Committee are working together to develop this plan, and held a joint Brown Bag meeting last week. She noted a draft for a Request for Proposal (RFP) is being created to hire a consultant, and will be shared with this Board for review and participation in this process going forward.

- Land Development Code Request for Proposal (RFP): Ms. Crutchfield noted the RFP was just released for a consultant to complete a diagnostic review of the Land Development Code (LDC). She noted this is step 1 in the process to update the LDC, written in 1998, to provide a more integrated flexibility in the LDC to better align with the City's future growth.

**Item 5: Next Meeting – June 18, 2019**

The time at adjournment was 8:46 a.m.



PLANNING AND DEVELOPMENT  
 225 4<sup>th</sup> Street North  
 Fargo, North Dakota 58102  
 Phone: (701) 241-1474  
 Fax: (701) 241-1526  
 E-Mail: [Planning@FargoND.gov](mailto:Planning@FargoND.gov)  
[www.FargoND.gov](http://www.FargoND.gov)

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
 WITHIN A HISTORIC DISTRICT**

No building permits for new construction or for alterations to the exterior of existing structures shall be issued for property within a Historic Overlay district until a Certificate of Appropriateness has been reviewed and approved in accordance with the procedures with Section 20-0912. A Certificate of Appropriateness may be reviewed and issued by The Historic Preservation Commission and or City Staff, depending on the type of project and the Historic Overlay district. The Historic Preservation Commission meets monthly at 8:00 am on the third Tuesday of the month, in the City Commission Room, City Hall, 200 3<sup>rd</sup> Street N. Applicants must be present at the meeting. More information on design standards is available at: [www.FargoND.gov/historicpreservation](http://www.FargoND.gov/historicpreservation).

The following must accompany this application:

- a. Photos of the existing site
- b. Plans of the proposed project
- c. Building materials
- d. Site plan if applicable

Property Owner Information
Name (printed): <u>Margaret Doyle</u>
Address: <u>609-9th St So.</u>
Primary Phone: <u>701-232-8409</u>
Alternative Phone: _____
Email: _____

Representation Information (primary contact)
Name (printed): <u>Rick Halverson</u>
Company: <u>Rick Halverson Construction</u>
Address: <u>Moonken Rd, MN 56580</u>
Primary Phone: <u>701-238-1709</u>
Alternative Phone: <u>218-236-5622</u>
Email: <u>rickrickhalversonconstruction.com</u>
<input type="checkbox"/> Same as property owner

Location of property involved in the application decision
Historic overlay district of subject property: <u>Hawthorne</u>
Address: <u>609-9th St. So., Fargo, N.D.</u>
Legal Description (attach separate sheet if more space is needed): <u>S 50 feet of lot 1, Block E, Chas A. Roberts Addition</u>

Check each of the following which applies to your project	
<input type="checkbox"/> Exterior remodel	<input type="checkbox"/> New garage
<input type="checkbox"/> Window replacement	<input type="checkbox"/> New accessory structure (not garage)
<input type="checkbox"/> New dormer	<input type="checkbox"/> New porch
<input type="checkbox"/> New/replacement chimney	<input type="checkbox"/> Front yard paving
<input type="checkbox"/> Skylight	<input type="checkbox"/> Demolition
<input type="checkbox"/> Overhead garage door replacement	<input checked="" type="checkbox"/> New addition
<input type="checkbox"/> Other: _____	

**Briefly describe the proposed work**

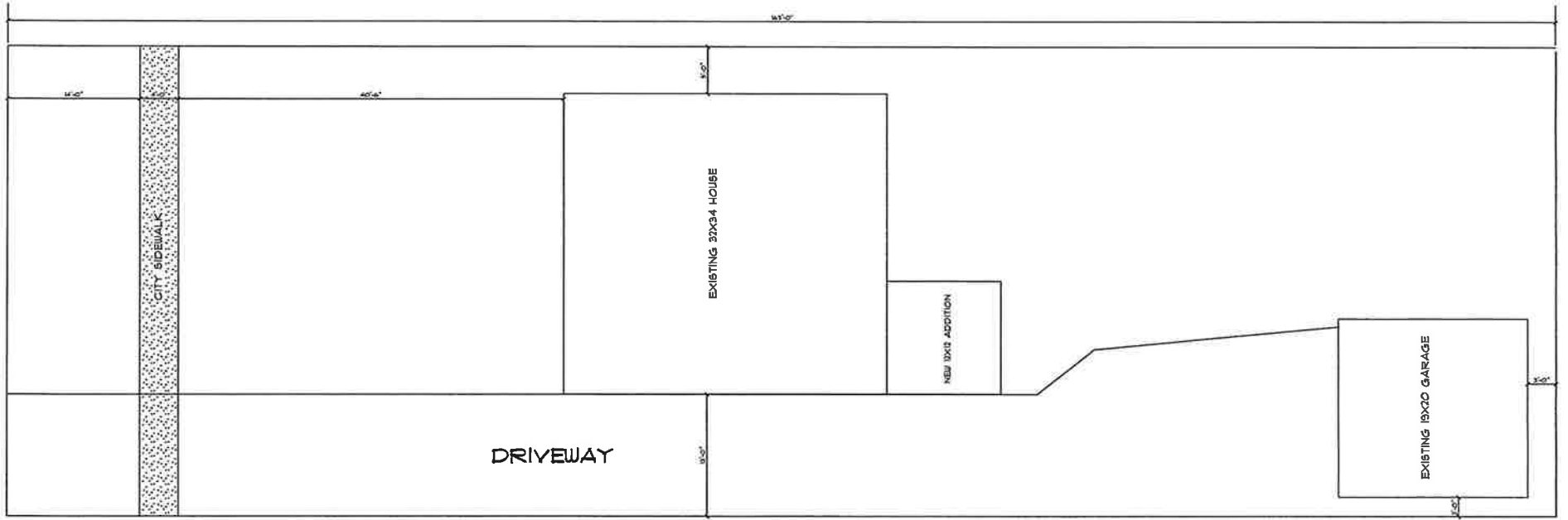
CONSTRUCT A New 12'x12' Addition to the  
Rear of House. It will consist of a  
Bathroom and Laundry Room.

**Acknowledgement** – We hereby acknowledge that we have familiarized ourselves with the rules and regulations to the preparation of this submittal and that the forgoing information is true and complete to the best of our knowledge.

Owner (Signature): Margaret Doyle Date: 5/10/19  
Representative (Signature): Keith Holman Date: 5/10/19

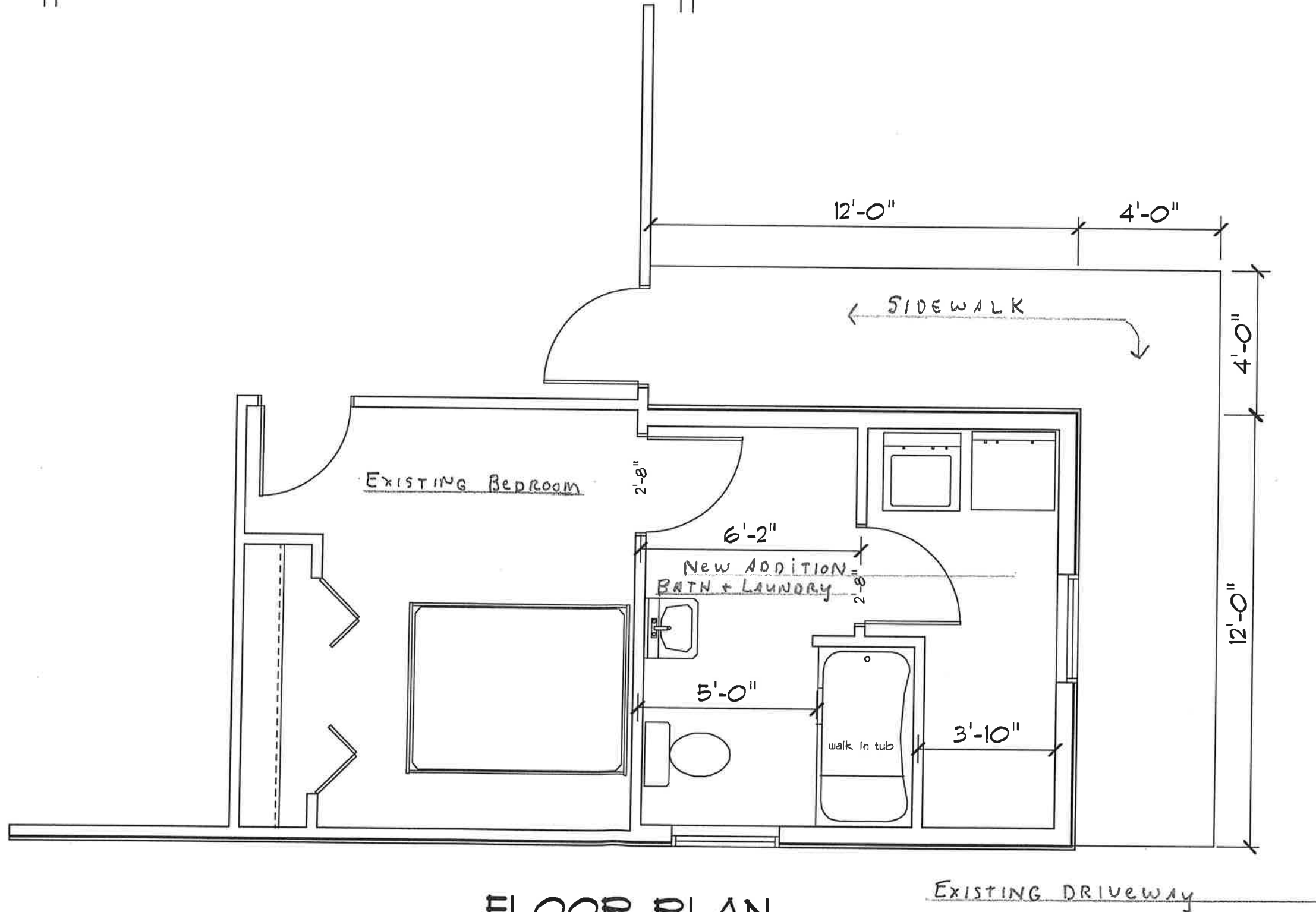
RICK HALVORSON CONSTRUCTION  
MARGARET DOYLE  
609 9TH STREET SOUTH FARGO

9TH STREET SOUTH



NORTH  
↓

RICK HALVORSON CONSTRUCTION  
MARGARET DOYLE  
609 9TH STREET SOUTH, FARGO

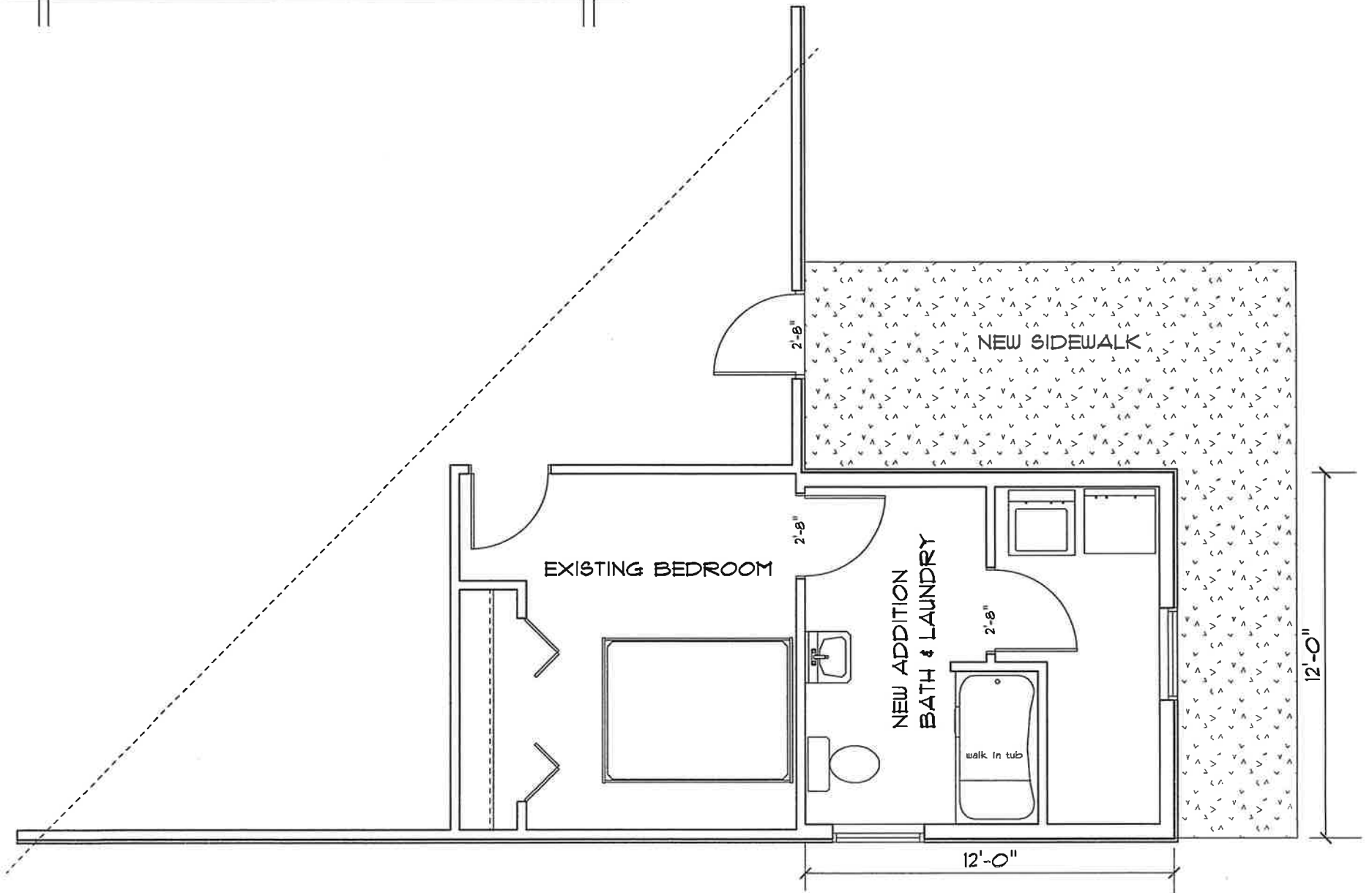


FLOOR PLAN

EXISTING DRIVEWAY



RICK HALYORSON CONSTRUCTION  
MARGARET DOYLE  
609 9TH STREET SOUTH, FARGO



FLOOR PLAN

## Rick Halvorson

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**From:** rick@rickhalvorsonconstruction.com  
**Sent:** Monday, May 13, 2019 1:46 PM  
**To:** Rick Halvorson  
**Subject:** Doyle



Sent from my iPhone

**Rick Halvorson**

---

**From:** rick@rickhalvorsonconstruction.com  
**Sent:** Monday, May 13, 2019 1:46 PM  
**To:** Rick Halvorson  
**Subject:** Doyle



Sent from my iPhone

## Rick Halvorson

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**From:** rick@rickhalvorsonconstruction.com  
**Sent:** Monday, May 13, 2019 1:45 PM  
**To:** Rick Halvorson  
**Subject:** Doyle



Sent from my iPhone

## Rick Halvorson

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**From:** rick@rickhalvorsonconstruction.com  
**Sent:** Monday, May 13, 2019 1:44 PM  
**To:** Rick Halvorson  
**Subject:** Doyle



Sent from my iPhone

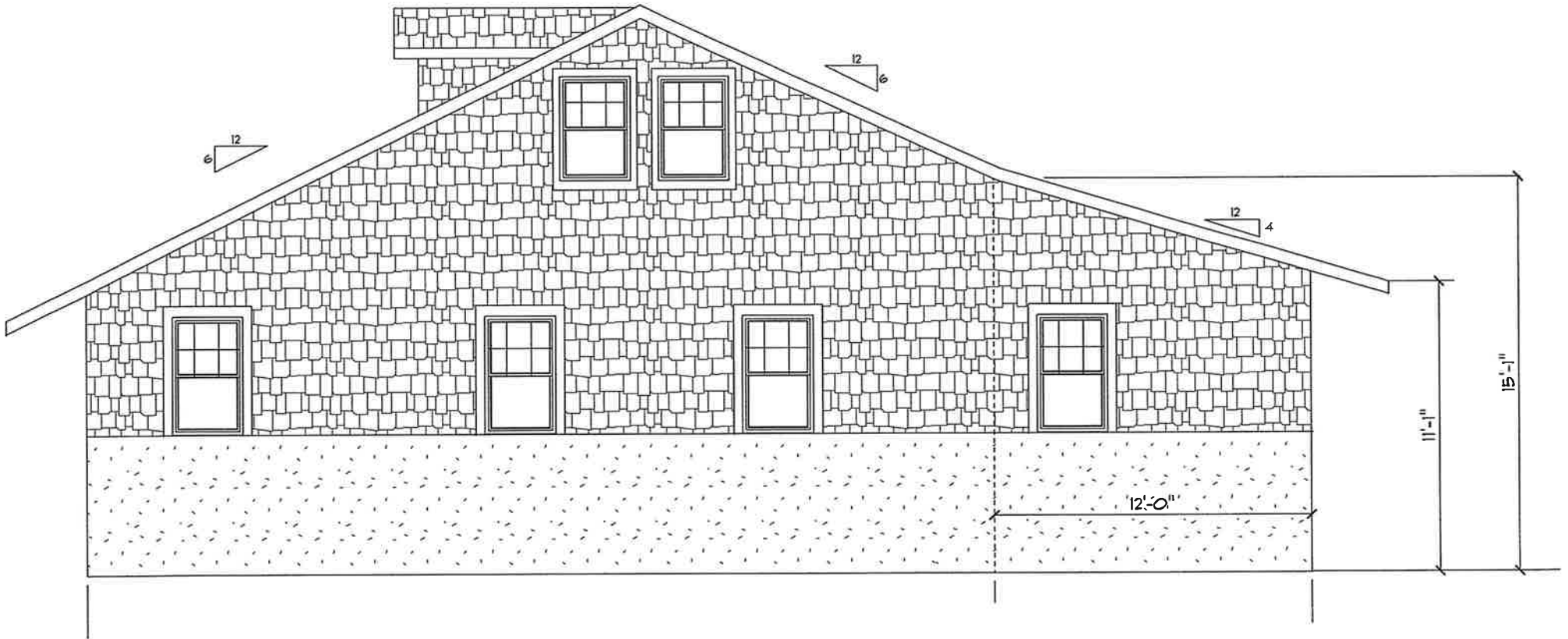
RICK HALVORSON CONSTRUCTION  
MARGARET DOYLE



SIDE ELEVATION

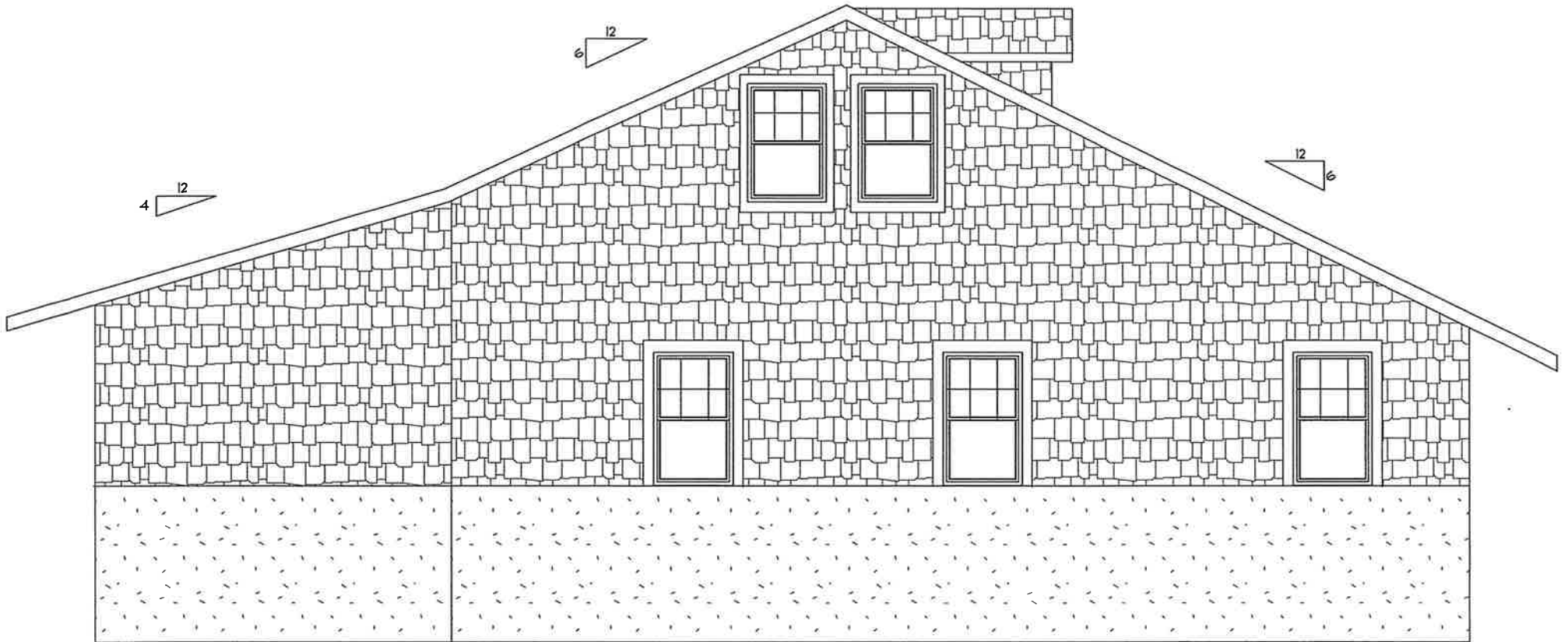
NEW ADDITION

RICK HALYORSON CONSTRUCTION  
MARGARET DOYLE



RIGHT SIDE ELEVATION

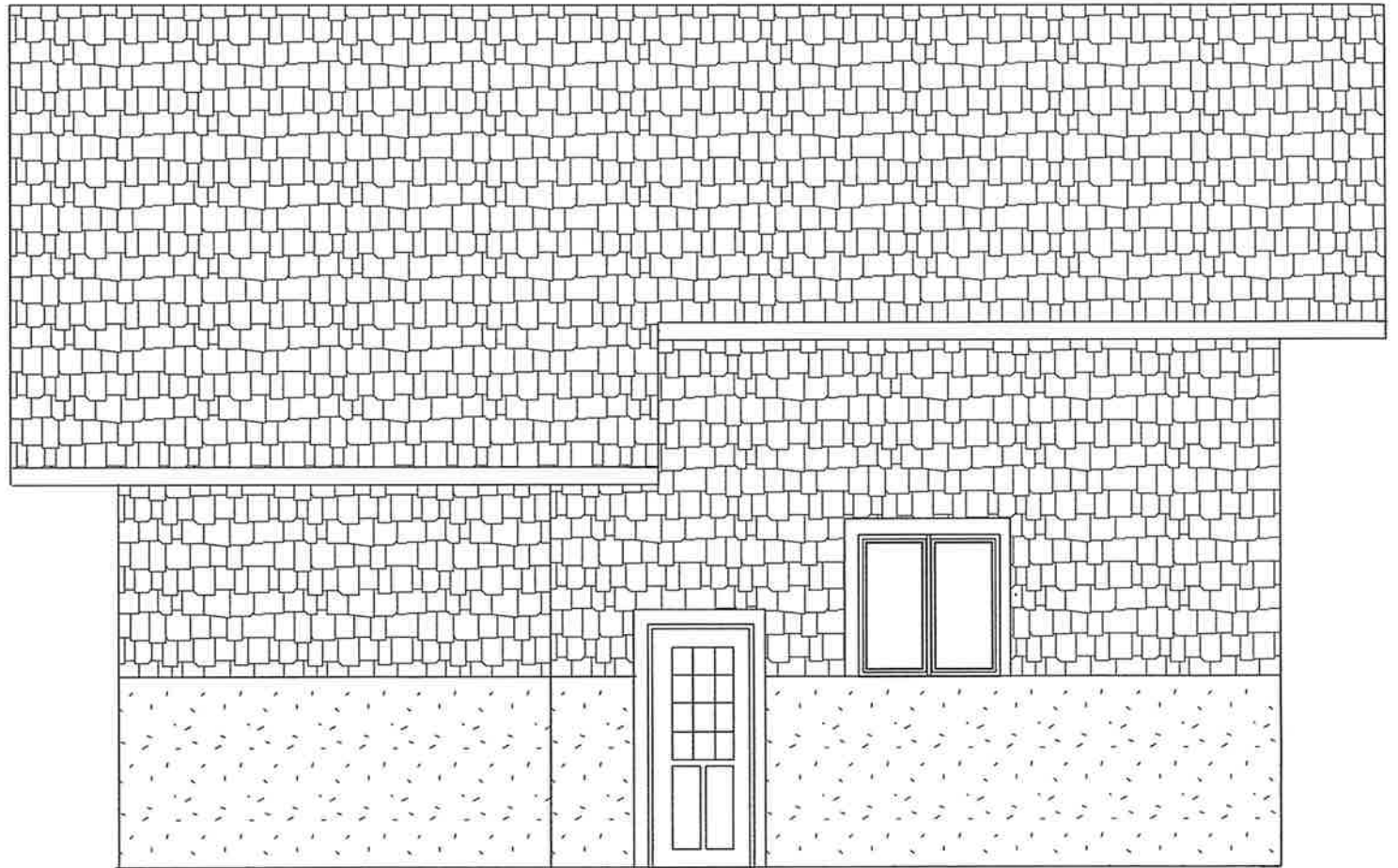
RICK HALYORSON CONSTRUCTION  
MARGARET DOYLE



LEFT SIDE ELEVATION



RICK HALVORSON CONSTRUCTION  
MARGARET DOYLE



REAR ELEVATION

5/9/2019

 <b>RICK HALVORSON CONSTRUCTION</b>	MN# BC635186 ND# 23086
	1915 27TH ST. S., UNIT A MOORHEAD, MN 56560 OFFICE: 218-236-5622 FAX: 218-233-6116 CELL: 701-238-1709 EMAIL: rick@rickhalvorsonconstruction.com
<b>FOR ALL YOUR CONSTRUCTION NEEDS</b>	

**Margaret Doyle**  
**609-9<sup>th</sup> St. So.**  
**Fargo, N.D. 58103**  
**701-232-8409**

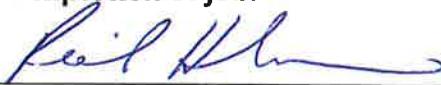
We propose to furnish all labor and material to construct a 12'-0" x 12'-0" single story addition to the existing house according to plan and the follow specifications:

1. Price includes estimating costs, building permit, sales tax and debris removal.
2. Includes the following concrete work:
  - a. Excavate 5'-0" deep for footings, total of 36 LFT.
  - b. Pour 20"x10" thick concrete footings in the bottom of the trench.
  - c. Pour 8"x72" high walls on the new footings.
  - d. Install 2" foil faced foam insulation on the interior concrete walls.
  - e. Install poly and pea rock on the crawlspace floor.
  - f. Backfill around the perimeter of the new walls, excess fill to be removed from the jobsite.
  - g. Pour back existing driveway which was saw cut out for construction and pour a new sidewalk as shown on south and west wall of new addition.
3. Includes the following building materials:
  - a. 2x6 treated sill with foam sill sealer.
  - b. 2x6 SPF plates, single bottom, double top.
  - c. 9 1/2" I-joist floor Trusses, 16" o.c.
  - d. 2x6 SPF wood studs, 16" o.c.
  - e. 2x10 SPF wood headers.
  - f. 4x8 25/32" T&G floor sheathing.
  - g. Engineered truss rafters, 24" o.c., roof pitch and overhang to match existing.
  - h. 7/16" OSB wall sheathing, 3/4" CDX roof sheathing.
  - i. Tyvek house wrap on all walls.
  - j. Colored metal roof edge.
  - k. CertainTeed Landmark shingles with all necessary accessories and roof ventilation.
  - l. T & Groove wood soffit and wood fascia on roof overhang.
  - m. #1 Cedar shingles for siding, sealed to match existing.
  - n. Metal Lathe and Stucco on lower section of addition walls with 2 coats quality paint.
  - o. All nails, caulking and misc. materials for a complete job.
4. Includes installing 2 new double hung windows in addition. New windows to be complete with extension jambs and trim. All new trim to match existing bedroom trim.
5. Includes installing new heat runs and return air in the new addition. All new heating to be tied into owners existing furnace.
6. Includes the following electrical work:
  - a. Relocate the existing meter to the exterior wall of the new addition.
  - b. Install recessed can lighting in the new addition.

- c. Install 1 new bath fan vented to the exterior.
  - d. Install new switches and outlets as per code.
  - e. Install necessary smoke detectors.
  - f. Install 1 outside receptacle.
  - g. Relocate any wiring as necessary which interferes with construction.
  - h. All new wiring to be tied into owners existing electrical service.
7. Includes the following plumbing work:
    - a. Install 1 new walk in air tub.
    - b. 1 new tub faucet with hand held spray unit.
    - c. Install 1 new comfort height stool.
    - d. Install 1 new wall hung wash basin with faucet and mirror.
    - e. All waste, drain and venting work as necessary.
  8. Includes installing 12" blown-in insulation in the ceiling of the new addition. 6" fiberglass in the walls. Rim joists to be spray foamed. All new wall and ceiling insulation to be covered with a poly vapor barrier.
  9. Includes installing new 5/8" sheetrock in the ceiling of the addition, 1/2" on the walls. All new sheetrock to be taped and filled, sanded, textured, primed and painted. Ceilings to be white, homeowner to select wall color.
  10. Includes installing new floorcovering in the addition. Price for new flooring is figured at \$45/yard.
  11. Includes installing 1 new laundry room and 1 new bedroom door. New doors and trim to match the existing bedroom. Also includes new baseboard in the bath and laundry room.
  12. All work to be done in good workmanlike manner according to local building codes, jobsite to be kept broom clean.

**Total Price: Eighty Five Thousand Seven Hundred Twenty Two and No/100-----\$85,722.00**

**Payments as follows: 28,000.00 when job is started, 28,000.00 when addition is enclosed, balance in full upon substantial completion of job.**

**RHC AUTHORIZED SIGNATURE:**  **DATE:** 5/10/19

I hereby accept the above specifications, conditions, & estimated price and authorize you to do the work as specified:

**SIGNATURE:**  **DATE:** 5/10/19

*This proposal can be withdrawn by us if not accepted within 30 days.*

**Thank you for your business!**



PLANNING AND DEVELOPMENT  
 225 4<sup>th</sup> Street North  
 Fargo, North Dakota 58102  
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 Fax: (701) 241-1526  
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[www.FargoND.gov](http://www.FargoND.gov)

**APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
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The following must accompany this application:

- a. Photos of the existing site
- b. Plans of the proposed project
- c. Building materials
- d. Site plan if applicable

Property Owner Information
Name (printed): <u>Matt Peterson</u>
Address: <u>812 7th St S</u>
Primary Phone: <u>701-212-5003</u>
Alternative Phone: _____
Email: <u>mjpeterson92@gmail.com</u>

Representation Information (primary contact)
Name (printed): _____
Company: _____
Address: _____
Primary Phone: _____
Alternative Phone: _____
Email: _____
<input checked="" type="checkbox"/> Same as property owner

Location of property involved in the application decision
Historic overlay district of subject property: _____
Address: <u>812 7th St S Fargo</u>
Legal Description (attach separate sheet if more space is needed): <u>lot: 20 block: K Charles A Roberts lots 20 21 + 22 blk K</u>

Check each of the following which applies to your project	
<input type="checkbox"/> Exterior remodel	<input checked="" type="checkbox"/> New garage
<input type="checkbox"/> Window replacement	<input type="checkbox"/> New accessory structure (not garage)
<input type="checkbox"/> New dormer	<input type="checkbox"/> New porch
<input type="checkbox"/> New/replacement chimney	<input type="checkbox"/> Front yard paving
<input type="checkbox"/> Skylight	<input type="checkbox"/> Demolition
<input type="checkbox"/> Overhead garage door replacement	<input type="checkbox"/> New addition
<input type="checkbox"/> Other: <u>rebuilt garage that burnt down last fall</u>	

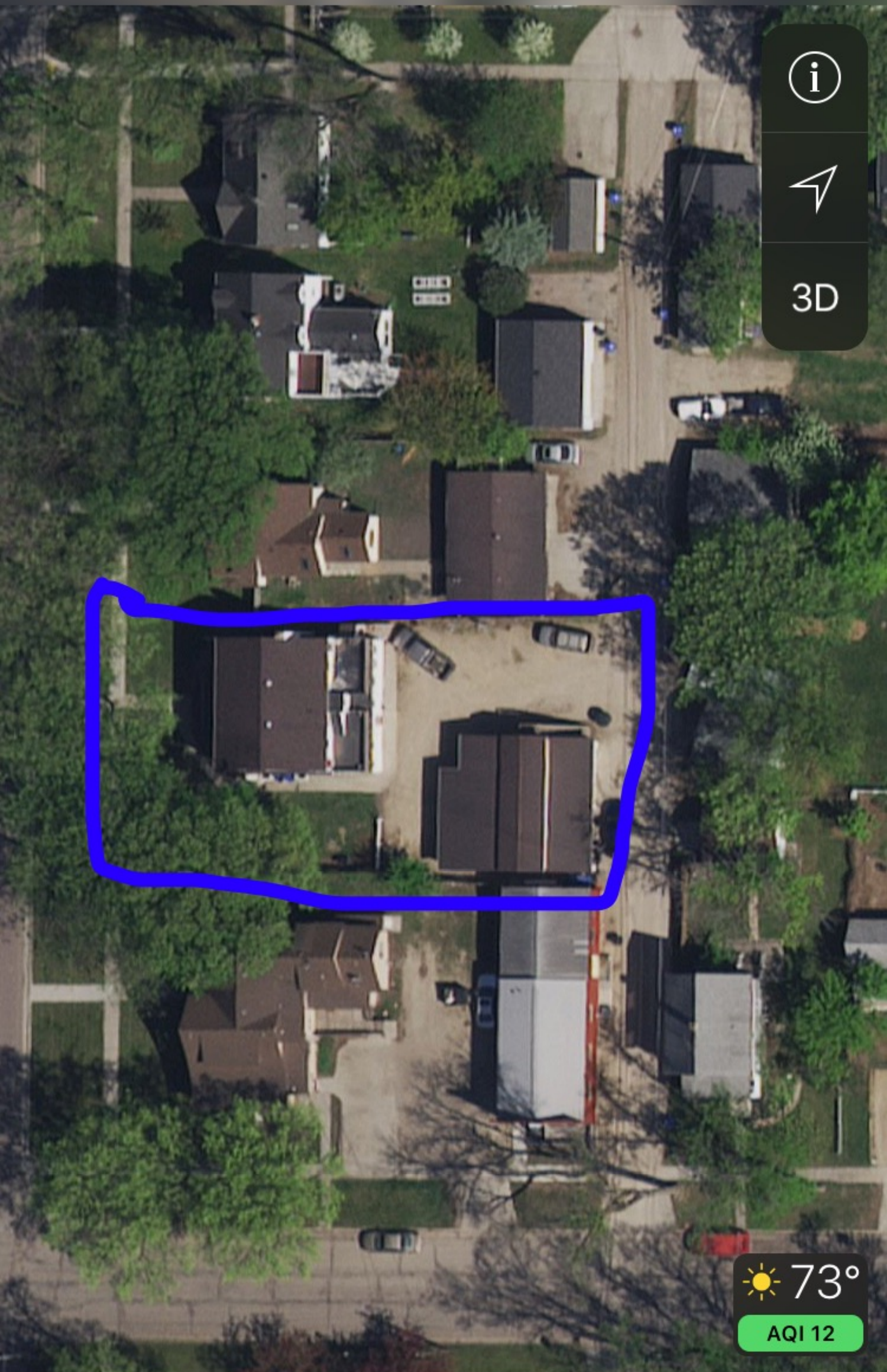
**Briefly describe the proposed work**

I would like to rebuild the exact same garage FootPrint / layout  
as before the fire that occurred sept 2018

**Acknowledgement** – We hereby acknowledge that we have familiarized ourselves with the rules and regulations to the preparation of this submittal and that the foregoing information is true and complete to the best of our knowledge.

Owner (Signature): Mark Retman Date: 5-13-19

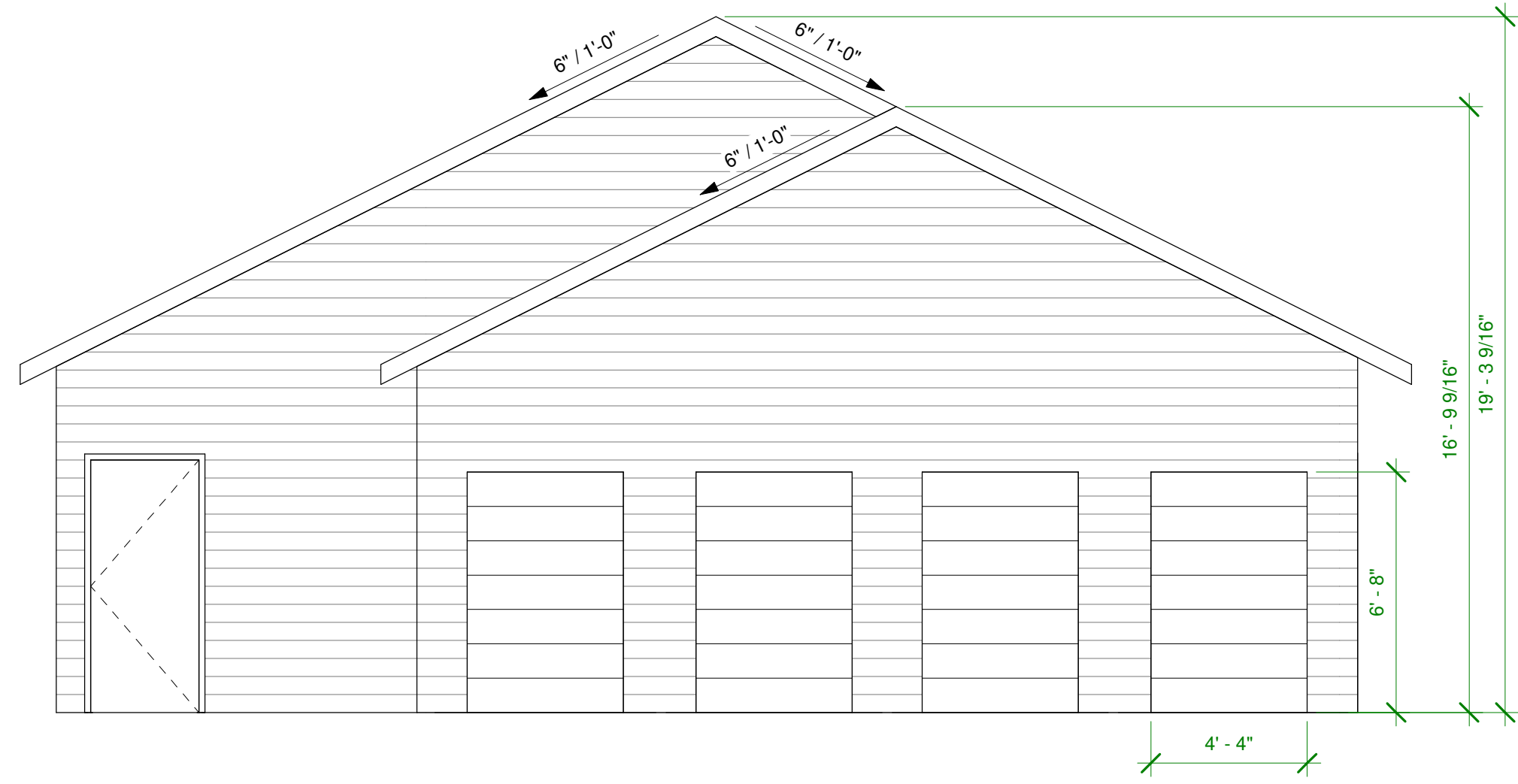
Representative (Signature): \_\_\_\_\_ Date: \_\_\_\_\_



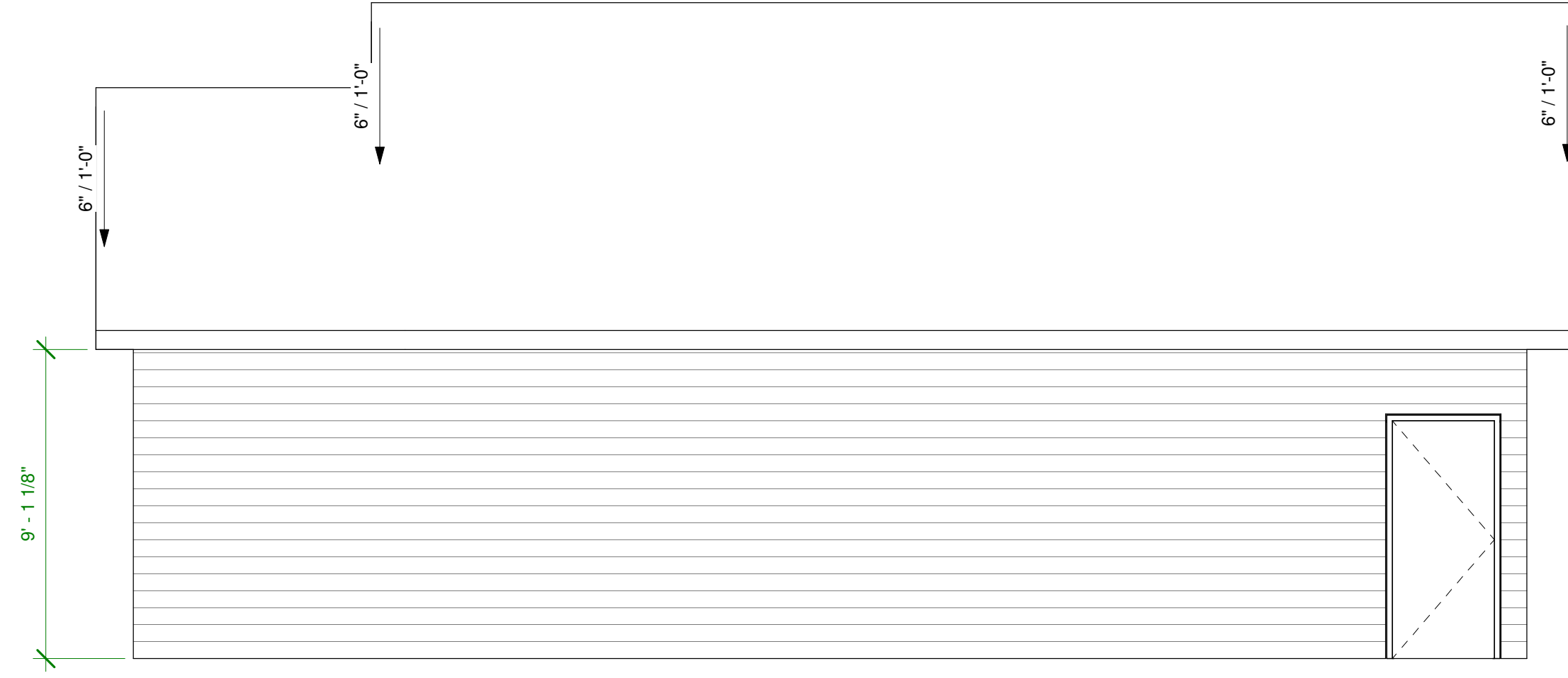
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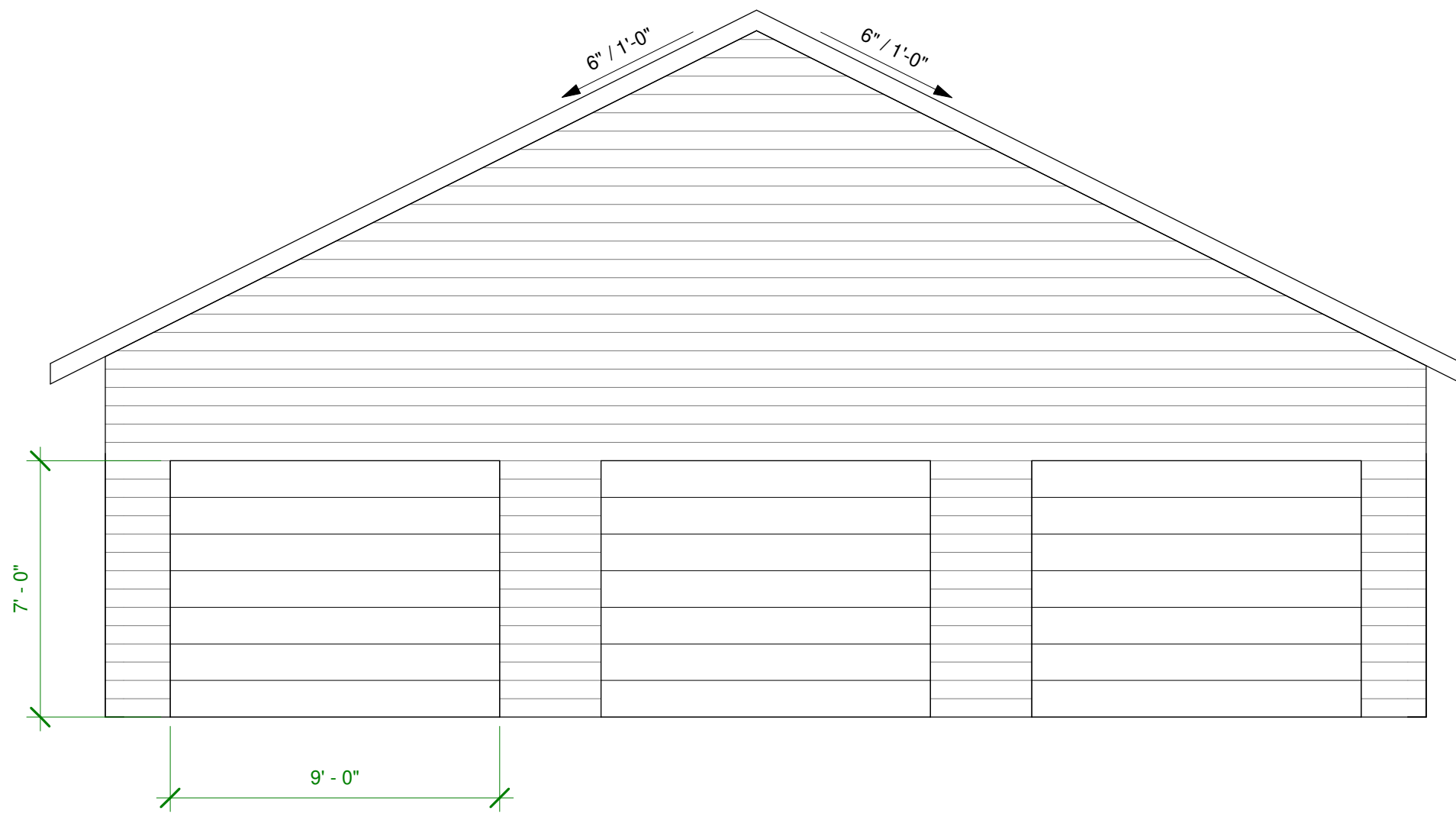
Search for a place or address



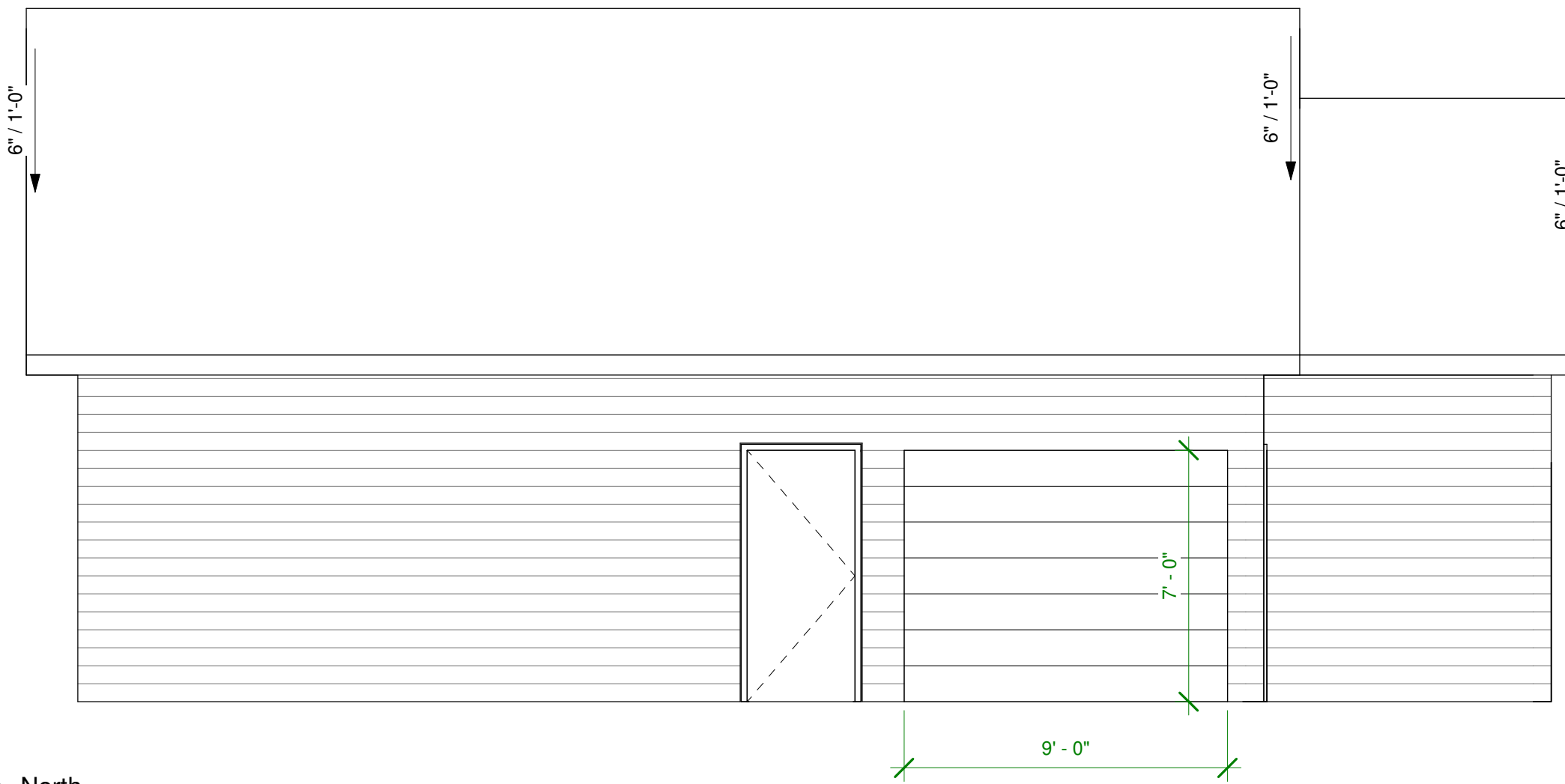
① West  
1/4" = 1'-0"



② South  
1/4" = 1'-0"



④ East  
1/4" = 1'-0"



③ North  
1/4" = 1'-0"

Project Number	6/11/2019 2:06:52 PM
Author	

6/11/2019 2:06:52 PM

CUSTOMER ACCEPTS PLAN AS DRAWN: \_\_\_\_\_  
NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

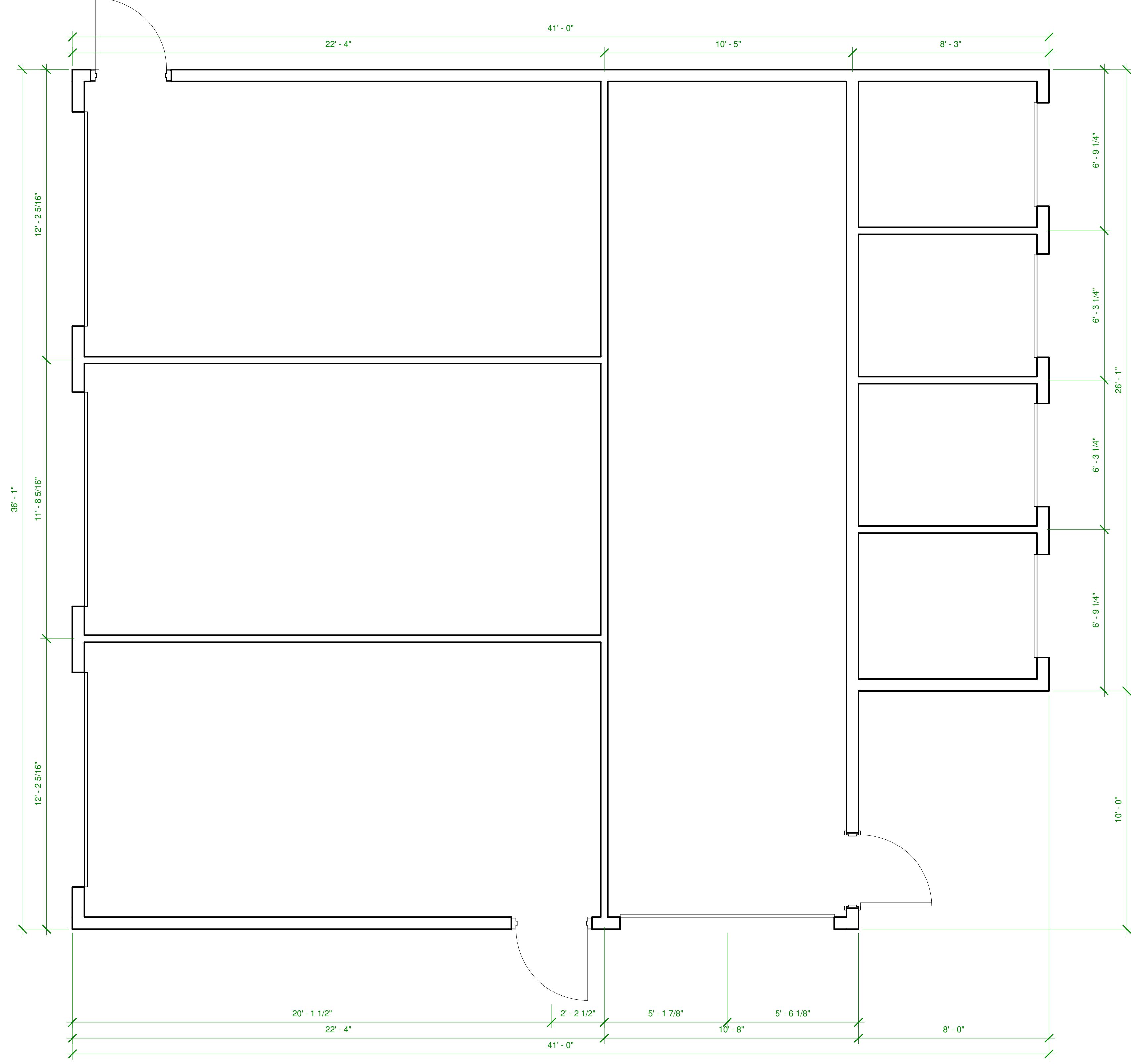
Peterson Garage 812 7th St South, Fargo

PAGE:  
**102**

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① Level 1  
3/8" = 1'-0"



Project Number
WN

6/11/2019 2:06:52 PM

**DIETRICH CONSTRUCTION**

CUSTOMER ACCEPTS PLAN AS DRAWN: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

Peterson Garage 812 7th St South, Fargo

PAGE:  
**101**

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## Maggie Squyer

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**From:** Matt Peterson <mdpeter92@gmail.com>  
**Sent:** Monday, June 10, 2019 3:22 PM  
**To:** Maggie Squyer  
**Cc:** Maegin Elshaug; Mark Williams  
**Subject:** Re: Certificate of Appropriateness

**CAUTION:** This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

I am not sure what a site plan of the property.

As far as materials go I am using

Lumber

Shingles

Steel siding

Lights

Outlets and switches

Walk thru doors

Garage doors

-Matt Peterson  
701-212-5003

Sent from my iPhone

On Jun 6, 2019, at 4:41 PM, Maggie Squyer <[msquyer@fargond.gov](mailto:msquyer@fargond.gov)> wrote:

Hey Matt,

I'm sorry for the delay in answering this question. After meeting with inspections, and based on the criteria for Historic Overlay Districts in the Land Development Code, it has been determined that your request to rebuild a garage will need a Certificate of Appropriateness from the Historic Preservation Commission. In the next few days, will you please complete your application by submitting:

- Photos of the existing site
- A list of building materials for the proposed project
- A site plan of the property

Please let me know if you have any questions,

**Maggie Squyer**

Assistant Planner

Planning & Development | City of Fargo

[msquyer@FargoND.gov](mailto:msquyer@FargoND.gov) | 701.476.4137