



PLANNING AND DEVELOPMENT

200 Third Street North

Fargo, North Dakota 58102

Phone: (701) 241-1474

Fax: (701) 241-1526

E-Mail: planning@cityoffargo.com

www.cityoffargo.com

MEMORANDUM

Date: February 17, 2017

To: Community Development Committee

From: Dan Mahli, Community Development Administrator

Re: Community Development Committee Meeting on February 21

The next meeting of the Community Development Committee is Tuesday, February 21 at 3:00 in the City Commission Room at Fargo City Hall. If you are not able to attend, please contact the office at 241-1474. Thank you.

COMMUNITY DEVELOPMENT COMMITTEE
Tuesday, February 21 – 3:00 p.m.
City Commission Room
AGENDA

1. Welcome
2. Approve Minutes
3. Review Storefront Rehab application – 123 Broadway (formerly Metro Drug)
4. Review Lake Agassiz Habitat for Humanity request – 308 9th Avenue North
5. Update from the Fargo Neighborhood Coalition
6. Other business
7. Adjourn

Community Development Committee meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.cityoffargo.com/streaming. They are rebroadcast each Monday at 10:30 a.m. and Thursday at 2:30 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Department at 241-1474 or TDD at 241-8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Meeting minutes are available on the City of Fargo website at cityoffargo.com/communitydevelopment.



COMMUNITY DEVELOPMENT COMMITTEE MINUTES

Regular Meeting:

Tuesday:

January 17, 2017:

The Regular Meeting of the Community Development Committee of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 3:00 p.m., Tuesday, January 17, 2017.

The Community Development Committee Members present or absent were as follows:

Present: Commissioner John Strand, Mayor Tim Mahoney, Linda Boyd, Linda Klebe, John Paulsen, Jan Ulferts Stewart, Samantha McDonald, Mike Hahn (DCP)

Item 1. Welcome

Chairperson Strand welcomed Members to the meeting and introductions were made.

Item 2. Approval of Minutes: Regular Meeting of November 22, 2016

Mr. Paulsen moved the minutes of the November 22, 2016 Community Development Committee meeting be approved. Second by Ms. McDonald. All Members present voted aye and the motion was declared carried.

Item 3. Review 2017 Community Development Budget and Requests

Community Development Administrator Dan Mahli presented a brief summary to the committee on the 2017 Community Development budget proposal, noting the high priority on affordable housing and homelessness; poverty reduction; neighborhood improvement; and integration of all people.

3:08 p.m. Member Boyd present.

Mr. Mahli reviewed the 2017 Community Development Grant requests. He stated Fargo anticipates \$650,000 in Community Development Block Grant funds (CDBG) and \$300,000 in HOME funds to be available, as well as approximately \$50,000 in HOME Program Income. Activities in the 2017 Action Plan include the following:

• HOUSING

- **Community Housing Development Organization (CHDO)** - \$100,000 in HOME funds for construction of affordable housing.
- **Housing Rehabilitation-Owner Occupied** – \$315,000 to be available for rehabilitation of existing owner-occupied housing units. This includes \$100,000 in CDBG and \$215,000 in HOME funds.
- **Special Assessment Assistance** – \$15,000 in CDBG funds to assist low-income homeowners with annual special assessments.

- **DOWNTOWN PROJECTS** - \$100,000 in CDBG funds for projects that address slum and blight conditions in downtown Fargo.

• PUBLIC SERVICE PROJECTS

- **Homebuyer Education** - \$15,000 to support Homebuyer Education classes in the Fargo-Moorhead community.
- **Homeless Initiatives** – \$55,000 in CDBG funds to support homeless initiatives at the Gladys Ray Shelter, homeless police liaison, and 10-year plan activities.
- **Job Training** – \$15,000 in CDBG funds to provide job skills training and development for refugees and low-income persons.

- **Metro Transportation Initiative – Opportunities Under Transit (OUT)** – \$3,000 in CDBG funds to provide transportation to low-and-moderate income participants.
- **Snow Removal Assistance** – \$2,000 in CDBG funds to offer snow removal assistance to low-income senior households and people with disabilities.
- **Trust Engagement** - \$10,000 to provide funds for youth summer camp for kids in lower-income neighborhoods with the Fargo Police Department.
- **Economic Development – Job Training and Microloans** - \$15,000 in CDBG funds to provide job skills training and development, and \$25,000 in CDBG funds to provide microloans to New American and Native American people, and low-income persons, businesses, and entrepreneurs.

• **FACILITIES/CAPITAL, NEIGHBORHOODS**

- **Fraser, Ltd.** - \$14,000 in CDBG funds to assist with costs of new roof for Transitional Living Program (TLP) house.
- **Jeremiah Program** - \$50,000 in CDBG funds to support 20-unit permanent supportive housing unit/recruitment and training for eligible families.
- **Rebuilding Together** - \$20,000 in CDBG funds to support home improvements to low-income seniors, veterans, and disabled individuals.
- **Youthworks** - \$40,000 in CDBG funds to support expanded water line/improvements of newly-purchased program building.
- **YWCA Cass Clay-YWCA Emergency Shelter** - \$50,000 in CDBG funds to support safety/security enhancements of emergency shelter facility.

• **SOCIAL SERVICE PROJECTS**

- **Afro American Development Association** - \$2,000 to support self-sufficiency/self-reliance and partner with North Dakota Job Service to offer workforce training.
- **CHARISM** – \$15,000 to support youth development programs and skill building for low-income families and youth
- **Children’s Museum at Yunker Farm** - \$1,000 to support museum admissions, experience, and scholarships for underserved families
- **Churches United for the Homeless** - \$2,000 to support services to people experiencing homelessness
- **Cultural Diversity Resources and Metro Interpreters** – \$15,000 to support diversity training, annual conference, leadership building, education, and interpreters
- **Emergency Food Pantry** – \$5,000 to support emergency hunger relief efforts and improve coordinated food pantry services in Fargo-Moorhead
- **Family HealthCare** – \$10,000 to provide funds to offset the cost of emergent and limited health and dental care
- **Fargo Human Relations Commission** – \$10,000 to support fair housing opportunities, cultural/community groups, and Welcome Week activities
- **Fargo-Moorhead Coalition for Homeless Persons** – \$20,000 to support administration of Landlord Risk Mitigation Fund, emergency taxi rides, and CARES program
- **Fargo-Moorhead Dorothy Day House of Hospitality** - \$2,000 to support food pantry, housing, and sheltering effort
- **Fargo Native American Commission/Native American Center** – \$35,000 to provide support for Native American programs and Crossroads Powwow in Fargo
- **Fargo Youth Commission/Boys & Girls Club** – \$10,000 to support scholarships and activities for youth development program and member programming
- **FirstLink** – \$5,000 to support the 24-hour hotline
- **Global Youth United** - \$1,000 to support New American youth with education, workforce training, and recreation
- **Great Plains Food Bank** - \$5,000 to assist in the recovery and distribution of surplus and donated food

- **Handi-Wheels Transportation** – \$5,000 to provide accessible and affordable transportation to people with disabilities and elderly
 - **Healthcare Equipment Recycling Organization (HERO)** – \$1,000 to support the operational costs of core service of local programming
 - **Legal Services of North Dakota** - \$5,000 to assist people that are low-income elderly, homeless, and/or disabled with housing law issues
 - **New American Consortium** – \$10,000 to support management and program costs of the Consortium and Welcome Week 2017
 - **New Life Center** – \$10,000 to provide emergency shelter, meals, clothing, and other basics of life services to the homeless
 - **North Dakota Coalition for Homeless People** – \$5,000 to support the development of HUD's Continuum of Care for housing programs in Fargo
 - **PATH** – \$5,000 to support Independent Living Program for youth aging out of foster care
 - **Presentation Partners in Housing** – \$5,000 to provide emergency assistance for families most at-risk and facing homelessness
 - **Rape and Abuse Crisis Center of FM** – \$15,000 to provide crisis support and follow-up services for victims of domestic violence and assault
 - **Red River Human Services Foundation** – \$12,000 to support educational and social activities for people with developmental disabilities
 - **Somali Community Development of North Dakota** - \$2,000 to support Somali community programming for elders, youth and community relations
 - **Valley Senior Services** – \$20,000 to support the Meals on Wheels and Senior Ride programs
 - **Village Family Service Center, Nokomis Child Care Center** – \$5,000 to support scholarship program for low-income families
 - **YWCA Cass Clay – YWCA Emergency Shelter** – \$15,000 to support shelter, housing, case management, and homeless prevention services.
- **ADMINISTRATION** – \$135,000 in CDBG funds for project development, planning, and administrative costs associated with the delivery of the CDBG program. HOME funds will provide an additional \$35,000 for administration.

3:55 p.m. Member Mahoney present.

Discussion was held regarding the timeline of the grant process, remaining blighted areas in downtown Fargo, and neighborhood planning.

4:06 p.m. Member Boyd absent.

Member Paulsen moved to approve staff's recommendations of the 2017 grant requests. Second by Member Klebe. Members Strand, Mahoney, Paulsen, McDonald, Klebe, and Hahn voted aye. Member Ulferts-Stewart voted nay. The motion was declared carried.

Item 4. Other Business

No other business was presented.


Item 5. Adjourn

The time at adjournment was 4:14 p.m.

MEMORANDUM

DATE: February 17, 2017

TO: Community Development Committee

FROM: Dan Mahli,  Community Development Administrator

RE: Storefront Rehab – 123 Broadway

The Dakota Block (formerly Metro Drug) at 123 Broadway is being considered for CDBG Storefront Rehab funding. The intent of Fargo's Storefront Rehab/Downtown Project program is to renovate deteriorated properties and eliminate blighted conditions in the downtown area. Interested property owners may apply for a 50% matching grant, up to \$15,000 per facade, which can be used for the rehabilitation of building exteriors; demolition of blighted properties; or other exterior above-grade improvements. The Community Development Committee and Historic Preservation Commission review these applications and make recommendations to the City Commission.

123 Broadway

123 Broadway is a historic property in downtown Fargo and owned by the Kilbourne Group. The proposed use of federal CDBG funding is for façade renovation. Originally known as the Dakota Block, the property was built in 1893 on the foundation of the Pinkham building that was destroyed in the great fire of 1893. Over time, the building has undergone renovations that are detrimental to its historic character. The upper floor windows are deteriorating and the original storefront was removed years ago. The eligible components of the storefront renovation at 123 Broadway include:

- Remove and replace non-historic storefront on Broadway
- Install new storefront windows on 2nd Ave, similar to what is seen in historic photos
- Replace 2nd floor windows on Broadway face with triple-hung windows
- Install additional storefront entrances on 2nd Ave to accommodate new businesses
- Repair masonry where needed

The amount requested and recommended is \$45,000 of the total \$624,239 for the façade renovation. The application is attached. If you would like more information, please let me know.

Recommended Action: Recommend approval of the Community Development Block Grant Storefront Rehab at 123 Broadway.



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

PRIMARY CONTACT INFORMATION FOR THIS APPLICATION			
Name	Mike Zimney		
Address	210 Broadway, Suite 300, Fargo, ND 58102		
Phone	701.237.2279	Fax	
E-mail	zimney@kilbournegroup.com		
Property Address	123 BROADWAY N		
Applicant Name & DUNS number	DFI BE LLC <small>(name of person/entity to <u>receive</u> grant)</small>	Processing <small>(Enter DUNS number here)</small>	
Architect/Firm	Shultz and Associates <small>(all applicants <u>must</u> use an architect for project design)</small>		
Property Owner	DFI BE LLC		
Mailing Address	210 Broadway, Suite 300		

Description of Property	Keeney & Devitts 1 st , Block 8, Lot 15, EXC S 5 IN & ALL OF 14, LESS SKYWAY AREA		
<input checked="" type="checkbox"/> Current Commercial Tenants			
Business Name	Business Owner	Address	Current sq. ft. occupied
First Floor (vacant)			7,000
Brokers Commercial Properties (2 nd floor)	Steve Iverson and Dan Sturlaugson	121 Broadway N	1,102
<input type="checkbox"/> Current Residential Tenants			
	# occupied	# vacant	
Tenant Name	Unit #	Mailing Address	
n/a			



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

Building History (if available)

Metro Drug – 1982 – 2015 (City directory)
Osco Drug – 1945 - 1982 (City directory)
Fargo Plumbing and Heating Co. – 1910 – 1922 (Sanborn maps)
D.I. Ames Furniture Store – 1905? (NDSU regional studies photo)
Wasen Guard Furniture Dealers – 1899

The Dakota Block, was built in 1893 upon the foundation of the Pinkham building destroyed in the great fire of 1893. The building was designed by Hancock Brothers architects and constructed for Benton and Angell, merchants, for \$12,000. The building was subsequently refaced by Milton Earle Beebe in 1899 after an overheated stove fire partially destroyed the building. Benton and Angell rebuilt Dakota Block for \$4,500 and it was reconstructed in a similar design with the same number of bays and north façade as the 1893 original.

Total Cost of façade renovation	\$624,238.71	Amount of CDBG Funding Requested	\$45,000 (four storefronts)
--	--------------	---	--------------------------------

Is the exterior renovation part of a larger project?

☒ Yes ☐ No, the exterior rehab is the only work I am doing

If yes, please describe comprehensive project.

The ground floor is currently vacant and the renovation of the Broadway storefront will coincide with the subdividing of this space into three storefronts. The 2nd Ave façade will be renovated to add new storefronts. These changes will be made to convert the current ground floor from one to three storefronts – one facing Broadway and three new storefronts facing 2nd Ave. The renovation of the Dakota Block to add storefronts facing 2nd Ave are being made because of the planned redesign of the Block 9 plaza. The increased activity at the plaza will make these very attractive for retailers who will benefit from the increased foot traffic and exposure. In addition to creating the 2nd Ave storefronts, the interior of the space will be reconfigured to allow the space to be subdivided, two sets of new stairs constructed in the front and rear of the building, bathrooms to serve all the spaces, updated systems, and complete renovation as part of tenant fit-up.



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

Summary of Existing Condition of Exterior (please attach pictures – Attachment 1)

The building is two story, with red brick and stone trim. The building consists of two bays with the north bay forming a flat roofed corner tower with projecting brick and recessed panels in parapet. The south bay has some panels in parapet, but is slightly lower. The north bay and 2nd Ave side includes an elaborate corbelled cornice. Each recessed bay on the Broadway side has four tall windows with glass window transoms – the south bay's two most southern windows were reconfigured in the mid-1980s to allow for the skyway. The north façade consists of three bays along 2nd Ave N. The west bay is a corner tower, the east bay is rear corner tower, and slightly recessed center side bay has segmented brick arched windows.

Modifications

During the Osco Drug era the entire Broadway façade of the building was covered with a new metal skin exterior and a storefront with a single door. These alterations covered all the buildings window openings along Broadway, except the storefront. The metal skin exterior also covered the 2nd Ave storefront. Archival photos from 1969 show these modifications, but it's unknown when these modifications were made.

The brick separating the upper windows facing Broadway and creating four distinct windows is not original. The original window openings (see 1905 NDSU archives photo) consisted of a central fixed window with mullions separating what appears to be fixed, transoms above, and a metal beam spanning the entire opening. The 1911 image shows these fixed windows were removed and replaced with two sets of four double hung windows with transoms. In addition, the storefront was replaced with a single door into the main floor and a second door accessing stairs to the skyway and the second floor space. Stucco was added above the storefront and the storefront wrapping around 2nd Ave was infilled and covered with stucco.

An addition was constructed at the rear of the building, which according to Sanborn maps occurred between 1905-1910 that was subsequently torn down to make way for the current addition. The current addition appears to have been built in the 1960s or 70s. The 2nd Ave façade was constructed with brick and the walls facing the alley has exposed CMU block. The 2nd Ave façade contains no main floor window openings and is likely brick veneer construction.

At some point prior to 1969, all the window openings along the ground floor of 2nd Ave were infilled. This includes several original segmented arched windows (with their original granite sills), an original door opening with a segmental arched transom, and several newer windows openings with metal lintels added between 1911 - 1968.



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

Summary of Proposed Scope of Work (materials, color schemes, etc.) Please attach colorized drawings that include pre- and post-rehab detail, indicating specifically what will be modified and how (Attachment 2). *Note – to receive historic preservation approval, projects **cannot** submit plans that include the use of “anodized” aluminum. If window replacement is proposed, applicant must provide manufacturer’s window specifications.*

Broadway Façade

The renovation will include a new storefront along Broadway consisting of black painted aluminum framing system with an inset door for the ground floor space. The existing skyway door and transom will remain as is. The stucco panel will be removed to expose the existing beam and the existing post will have a new steel column cover. Brick will be repointed where necessary and completely cleaned. The existing upper windows will be replaced with aluminum clad triple hung windows painted black.

2nd Ave Façade

The north façade will be renovated to create new storefronts facing 2nd Ave. A total of five storefronts consisting of black painted aluminum framing system with a 16” cast stone base. Color matched brick and mortar will replace the stucco panel and the façade will be repointed where necessary and completely cleaned. The existing upper windows will be replaced with aluminum clad double hung windows painted black.

How will proposed project affect the historic character of the property?

The redesigned storefront will replace the existing storefront which is not historically correct. The new storefront will more closely match the original storefront in style and colors. Originally the north façade of the building had no storefronts, but had a series of windows and doors that were later infilled with brick. The addition of these storefronts will be designed to match the style and color of a historic storefront.

How will your project complement downtown redevelopment efforts?

The City has identified 2nd Ave as a corridor connecting the storefront to the riverfront. One potential weakness of 2nd Ave is the lack of active first floor retail. The redesign of this building will provide active storefronts along this corridor and start to help draw foot traffic off of Broadway to the east. Additionally, great plazas are activated by what occurs along their edges; redesigning the Dakota Block from its current windowless façade into three storefronts with active retail will complement the Block 9 plaza.



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

Attachment 1: Current and Historic Photos



1905? – NDSU Institute for Regional Studies



1911 - NDSU Institute for Regional Studies



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION



1969 – NDSU Institute for Regional Studies



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION



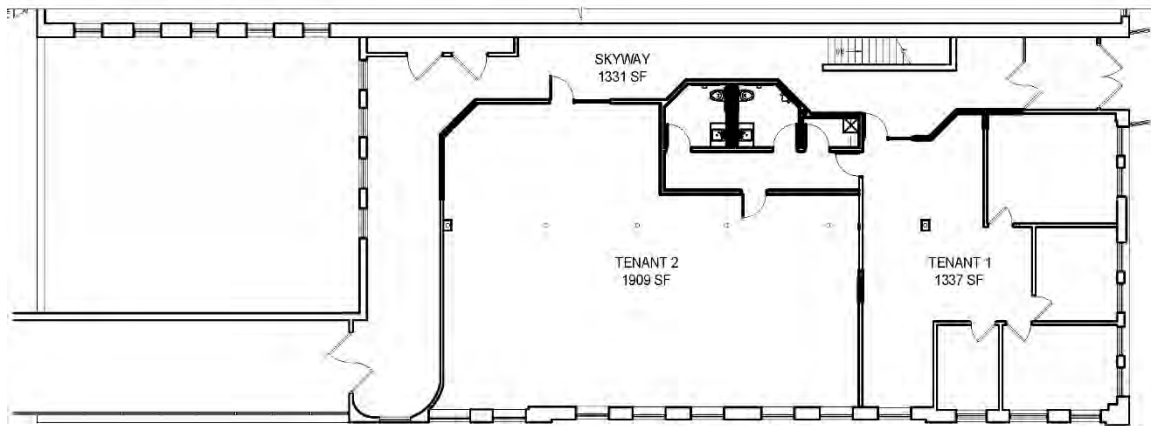


STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

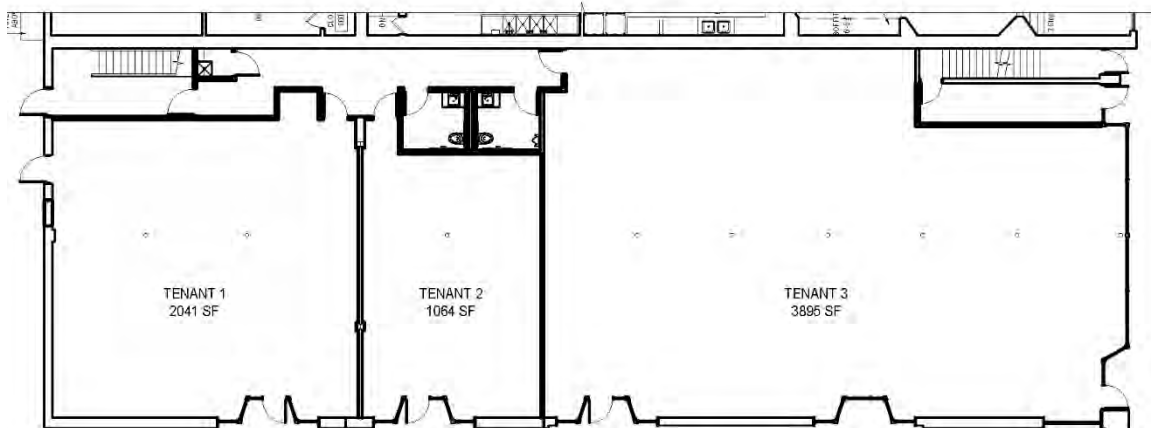




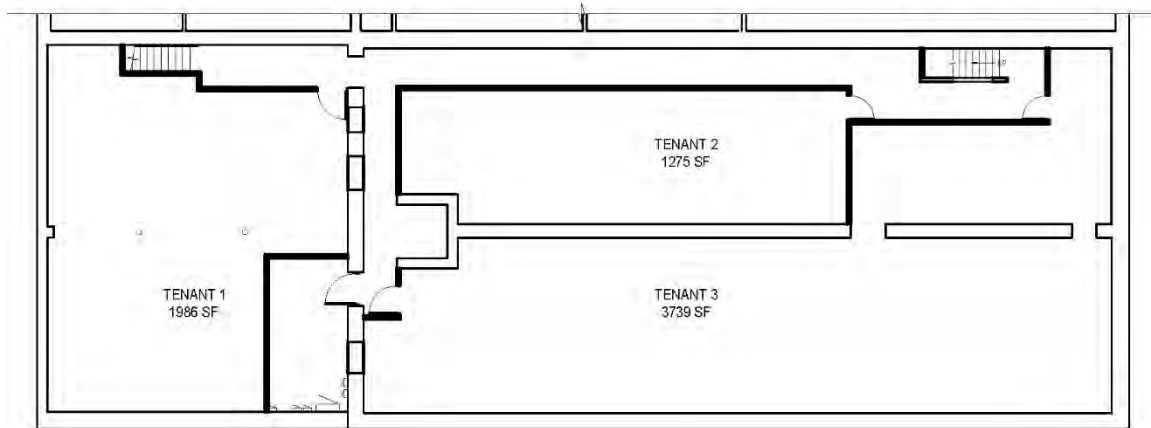
STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION



UPPER LEVEL FLOOR PLAN
Scale: 1/16" = 1'-0"



MAIN LEVEL FLOOR PLAN
Scale: 1/16" = 1'-0"



LOWER LEVEL FLOOR PLAN
Scale: 1/16" = 1'-0"



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION



NORTH ELEVATION

Scale: 3/64" = 1'-0"



WEST ELEVATION

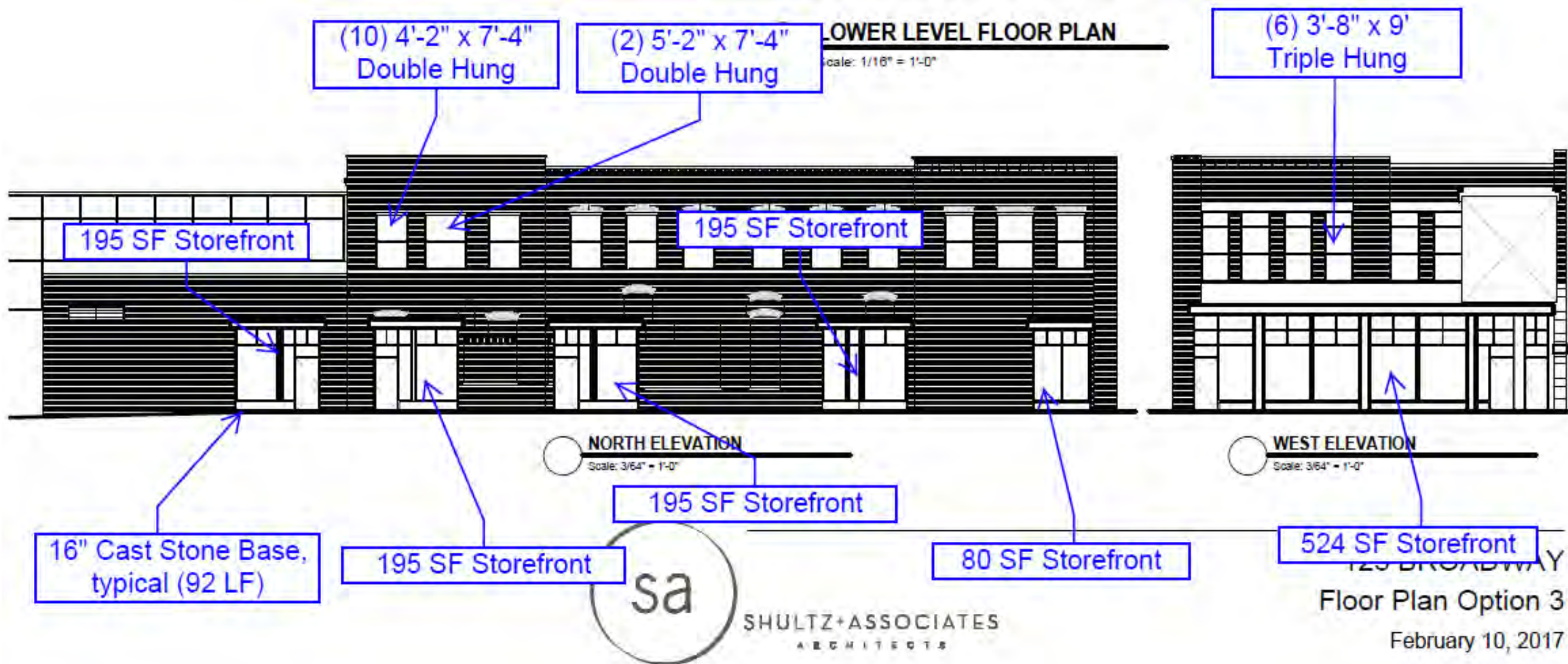
Scale: 3/64" = 1'-0"



SHULTZ+ASSOCIATES
ARCHITECTS



STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION





PLANNING AND DEVELOPMENT

200 Third Street North

Fargo, North Dakota 58102

Phone: (701) 241-1474

Fax: (701) 241-1526


E-Mail: planning@cityoffargo.com

www.cityoffargo.com

MEMORANDUM

DATE: February 17, 2017

TO: Community Development Committee

FROM: Dan Mahli,  Community Development Administrator

RE: Lake Agassiz Habitat for Humanity – 2017 Build in Fargo

Earlier this year, the City purchased the house located at 308 9th Avenue North through the Neighborhood Revitalization Initiative. The property is vacant and abandoned in the Horace Mann/north Downtown area. It was acquired with the intention of creating a new, affordable homeownership opportunity in the neighborhood and is scheduled for demolition.

This property is a good candidate for the next Habitat for Humanity home in Fargo. The local Habitat affiliate is proposing to make it the site of a nice, affordable, single-family residence. The proposal is for the City to sell the property at 308 9th Avenue North to Lake Agassiz Habitat for Humanity for the value of the land, which is \$12,600, subject to any liens that may still exist on the lot.

Recommendation: Approve the sale of 308 9th Avenue North to Lake Agassiz Habitat for Humanity for \$12,600.



Printed on Recycled paper.



January 26, 2017

Dan Mahli
200 3rd St. North
Fargo, ND 58102

Subject: City of Fargo partnership with Lake Agassiz Habitat for Humanity

Dear Dan,

I am writing today to propose a partnership between the City of Fargo and Lake Agassiz Habitat for Humanity (LAHFH) on a lot currently owned by the City, **308 9th Avenue North**. LAHFH would like to enter into a Developers Agreement with the City in which LAHFH would acquire the above mentioned lot from the City and build a simple, decent, affordable single family home for a low income family. If agreed upon, LAHFH will construct a single family home in the summer/fall of 2017.

Housing units will be designed by LAHFH with the help of Amanda Thomas, local architect. LAHFH will take into consideration:

- Other neighborhood housing styles
- Lot constraints (i.e. size, subsoil conditions)
- Family composition
- Budgetary factors (project will have a building material budget of roughly \$120,000).

LAHFH prides itself on designing and building homes that not only are simple, decent and affordable but also are low maintenance and highly energy efficient (have achieved Gold rating based on LEED for Homes qualifications) as well as fitting into existing neighborhoods. Preliminary plans will be submitted if this proposal is accepted and the design process has begun.

LAHFH will also select a qualifying family based on the City of Fargo's income guidelines as well as LAHFH's selection guidelines, taking into consideration:

- Ability to repay a 0% interest mortgage
- Need for safe, decent and affordable housing
- Willingness to partner with LAHFH

As part of the willingness to partner guidelines the family will go through a robust Homeowner Education program in which they will attend classes that cover topics such as: home maintenance, yard maintenance, budgeting and how to be a good neighbor as well as Dave Ramsey's Financial Peace

program. All of this is geared towards helping the family become sustainable homeowners for generations. Family information will be submitted if this proposal is accepted and the partnership process has begun.

Upon completion of construction, the home will be sold to the selected family for the cost of development at no profit to LAHFH and at 0% interest. The sale will also include the assumption of a second mortgage to the City of Fargo, subject to the City's terms and conditions.

I feel the partnership between the City of Fargo, especially the Planning Department, and Lake Agassiz Habitat for Humanity has been a strong one and I look forward to working together for long into the future. I can be reached at 218.329.4583 or rob@lakeagassizhabitat.org if there are any further questions. I thank you for the time, Dan and look forward from hearing from you.

Sincerely,

Rob Rich, Executive Director
Lake Agassiz Habitat for Humanity

CC: Dawn Mayo
CC: Pete Christopher