

HISTORIC PRESERVATION COMMISSION
Tuesday, April 19, 2022 | 8:00AM
City Commission Chambers
AGENDA

1. Approval of Minutes – March 15, 2022
2. Historic Overlay District Review
 - a. 1410 and 1412 1st Avenue South – Jefferson Historic Overlay
3. Other Business or Public Comment
4. Adjourn – Next Meeting: May 17, 2022

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

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

**BOARD OF HISTORIC PRESERVATION COMMISSIONERS
MINUTES**

Regular Meeting:

Tuesday, March 15, 2022

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, March 15, 2022.

The Historic Preservation Commissioners present or absent were as follows:

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

Absent: Heather Fischer

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

Item 1: Minutes: Regular Meeting of February 15, 2022

Member Nelson moved the minutes of the February 15, 2022 Historic Preservation Commission meeting be approved. Second by Member Gleye. All Members present voted aye and the motion was declared carried.

Member Larson present.

Item 2: Historic Overlay District Review

a. 1101 8th Street South – Erskines Historic Overlay

Planner Luke Morman presented the application to demolish an existing home that was continued from the February 15, 2022 Historic Preservation Commission meeting.

Member Gleye provided comments on the future of similar demolition requests. He noted the importance of historic preservation.

Applicant Dave Noah spoke on behalf of the application.

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

Item 3: Other Business or Public Comment

No other business or public comments were presented.

Item 4: Adjourn: Next Meeting – April 19, 2022

The time at adjournment was 8:10 a.m.

MEMORANDUM

TO: Historic Preservation Commission

FROM: Maegin Elshaug, Planning Coordinator

DATE: April 13, 2022

RE: 1410 & 1412 1st Avenue South – New construction within Jefferson Neighborhood Historic Overlay

The Planning Department has received an application from Trenton Gerads, Executive Director of the Cass Clay Community Land Trust, for construction of a duplex and garage at 1410 & 1412 1st Avenue South. The properties are located within the Jefferson Neighborhood Historic Overlay District (Ordinance 5184 – established at the end of 2018).

The Historic Preservation Commission reviewed and approved demolition of the house and garage located at 1412 1st Avenue South in September of 2021 using Department of Housing and Urban Development (HUD) HOME funds. A house was demolished at 1410 1st Avenue South in mid-2018 (prior to the establishment of the Jefferson Neighborhood Historic Overlay District) by the City of Fargo Inspections Department. In 2019, the City acquired the property from Cass County through tax forfeiture. The property will be acquired by the Cass Clay Community Land Trust during or after construction.

Attached to this packet are proposed plans of the duplex. The applicant has sought technical expertise from the Historic Preservation Commission, and has incorporated feedback from at least one member into the design. The applicant has also been working with the Jefferson Neighborhood Association and has incorporated feedback into the design. The applicant states that the project is supported by the neighborhood association. The garage is currently under design, and will be brought forward for review when ready. The applicant may bring laydown items at the meeting for the garage.

The Core Neighborhoods Plan identifies the subject property, located within the Jefferson Neighborhood, as suitable for single-family residential use. The property is located a block west and a block south of the edge of the neighborhood, in an area where there is a transition between mostly single-family homes and commercial and industrial uses.

The project is an opportunity for the City to implement a federal program in partnership with a local non-profit to support affordable housing while implementing the Core Neighborhood Plan. Additionally, the Downtown InFocus plan, as well as in an independent housing study conducted by the City in 2021 for areas within the Core Neighborhood and Downtown areas, notes a finding that the most significant need is housing to support young families with modest incomes.



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

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, 225 4th Street North. Applicants must be present at the meeting. More information on design standards is available at: 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 <i>(printed)</i> : Cass Clay Community Land Trust
Name <i>(printed)</i> :
Address: 1410 and 1412 1st Ave S
Fargo, ND 58103

Contact Person Information <i>(if different than owner)</i>
Name <i>(printed)</i> : Trenton Gerads
Address: 109 1/2 N Broadway Ste. 2
Fargo, ND 58102

Parcel Information
Historic overlay district of subject property : Jefferson
Address: 1410 1st Ave S; 1412 1st Ave S
Legal Description <i>(attach separate sheet if more space is needed)</i> :
Eddy & Fullers Auditors Outlots Block 13 Lot B; Eddy & Fullers Auditors Outlots Block 12 E 45.68 FT OF A

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

Briefly Describe The Proposed Scope of Work

In partnership with City of Fargo Planning Department, we are asking permission to construct a twinhome at 1410/1412 1st Ave S. Each home will be three bedrooms 2 bath with a double stall garage. BHC has been contracted to do the work. Upon completion, the homes will be placed into the land trust and will be sold to households at or below 80% Area Median Income.

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):  Date: 2/25/2022
Representative (Signature): _____ Date: _____

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ORDINANCE NO. 5184

result of which is the creation of a two-story principal building consistent with an HNS.

2. Accessory Buildings or Structures

- a. Additions to existing accessory buildings or structures shall be subordinate in scale and compatible with the design and style of the principal structure.
- b. An addition to an existing accessory building that does not meet the dimensional setback standards of the LDC and does not increase in total floor area of the existing accessory building by more than 40%, is permissible by right, provided that: 1) the existing non-conforming setback is not increased; 2) the property line from which the non-conforming setback is determined is verified by a registered land surveyor; and 3) the new accessory building addition is limited in height to no more than one-story with 10-foot maximum sidewalls.

I. Special Development Standards - New Construction

In conjunction with Section 20-0912.C(2) of the Fargo Land Development Code, the Historic Preservation Commission shall consider the following criteria in review of a request for a Certificate of Appropriateness regarding the new construction of a Historic Neighborhood Structure's principal building, accessory building or structure. A request that satisfies all of the following criteria shall be approved.

1. Principal Building

- a. Proportion
 1. The size and mass of the principal building in relation to open spaces, windows, door openings, porches, and balconies, must be visually compatible with the structures and places to which it is visually related.

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2. The relationship of the width of the principal building to the height of the front elevation must be visually compatible with historic structures within the Jefferson Neighborhood Historic Overlay District.
 3. The relationship of solids to voids in the front facade of a principal building must be visually compatible with historic structures within the Jefferson Neighborhood Historic Overlay District.
 4. The relationship of the principal building to the open space between it and adjoining structures must be visually compatible with historic structures within the Jefferson Neighborhood Historic Overlay District.
- b. Exterior Cladding
1. The relationship of the materials, detail, and pattern of the facade of a principal structure must be visually compatible with structures and places to which it is visually related.
- c. Windows and Doors
1. The relationship of the width of the windows and doors to the height of windows and doors in the principal structure must be visually compatible with historic structures within the Jefferson Neighborhood Historic Overlay District.
 2. Any garage door visible from the street shall not exceed 10 feet in width and 8 feet in height.
- d. Roofs and Dormers
1. The roof shape of the principal building must be visually compatible with structures, to which it is visually related.

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2. Flat roofs and shed roofs are prohibited, except on porches and where consistent with the roof form of an HNS.
 3. All gable roofs shall have a minimum pitch of 6:12. All hip roofs must have a minimum pitch of 3:12.
 4. Dormers of the principal building shall be consistent with the style of the structure.
 5. Skylights are prohibited on all roofs parallel to and facing the street.
- e. Entrances, Porches, and Decks
1. The front entrance of the principal building shall face the street.
 2. The front entrance to the principal building shall have no fewer than four steps, or an equivalent ramp distance, from the ground level to the bottom of the front entrance door or shall have the first-floor plane in a style compatible with Historic Neighborhood Structure.
 3. Decks are prohibited in front yards.
 4. On corner lots, decks are allowed on street side yards with screening, either by fence or landscaping.
- f. Height and Elevation
1. The height of the principal building must be visually compatible with historic structures within the Jefferson Neighborhood Historic Overlay District.
 2. The height of the principal building shall not exceed the overall scale of HNS with a maximum eave height of 25 feet.

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3. The principal building shall be constructed to have the first-floor plane in a style compatible with Historic Neighborhood Structure.

2. Accessory Buildings or Structures

- a. New accessory building or structures shall be subordinate in scale and compatible with the design and style of the principal building.
- b. Except Historic Neighborhood Structures designed with an attached garage, all garage structures shall be in the rear yard. Any garage door visible from the street shall not exceed 10 feet in width or 8 feet in height.
- c. Reconstruction (including its enlargement by up to 40% in total floor area) of an existing accessory building, which does not meet the dimensional setback standards of the Fargo Land Development Code, is permissible by right, provided that: 1) the existing non-conforming setback is not increased; 2) the property line from which the setback is determined is verified by a registered land surveyor; and 3) the new accessory building is limited in height to no more than one-story with 10-foot maximum sidewalls.

J. Special Development Standards - Demolition

In conjunction with Section 20-0912.C(2) of the Fargo Land Development Code, the Historic Preservation Commission shall consider the following criteria in review of a request for a Certificate of Appropriateness regarding the demolition of a principal building, accessory building or structure. A request that satisfies the following criteria shall be approved.

1. The requested demolition is justified by the state of deterioration, disrepair and structural stability of the structure, or the building has been condemned.

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2. The requested demolition is not detrimental to the overall style of the historic district.
3. The requested demolition is consistent with the purpose of the Comprehensive Plan and other adopted policies of the City.

K. Variance of Special Development Standards

To allow for a variance of hardships that may arise from the strict application of any of the foregoing Special Development Standards, the Historic Preservation Commission may consider requests to deviate from any applicable standard(s) and allow for an exception(s). A two-thirds vote of the Historic Preservation Commission is required for approval of any exception to the Special Development Standards.

Section 2. The City Auditor is hereby directed to amend the zoning map now on file in his office so as to conform with and carry out the provisions of this ordinance.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval.

/s/

Timothy J. Mahoney, M.D. Mayor

(SEAL)

Attest:

/s/

Steven Sprague, City Auditor

First Reading: 12-3-17
Second Reading: 12-17-18
Final Passage: 12-17-18



DUPLEX
HOUSING
UNIT

3

DOUBLE
GARAGE



0' 5' 10' 20' 30'
Graphic Scale

CCCLT Site Plan Concept 'C' (3-3-22)

110 Scale



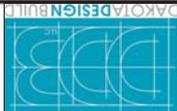
Revisions

Date

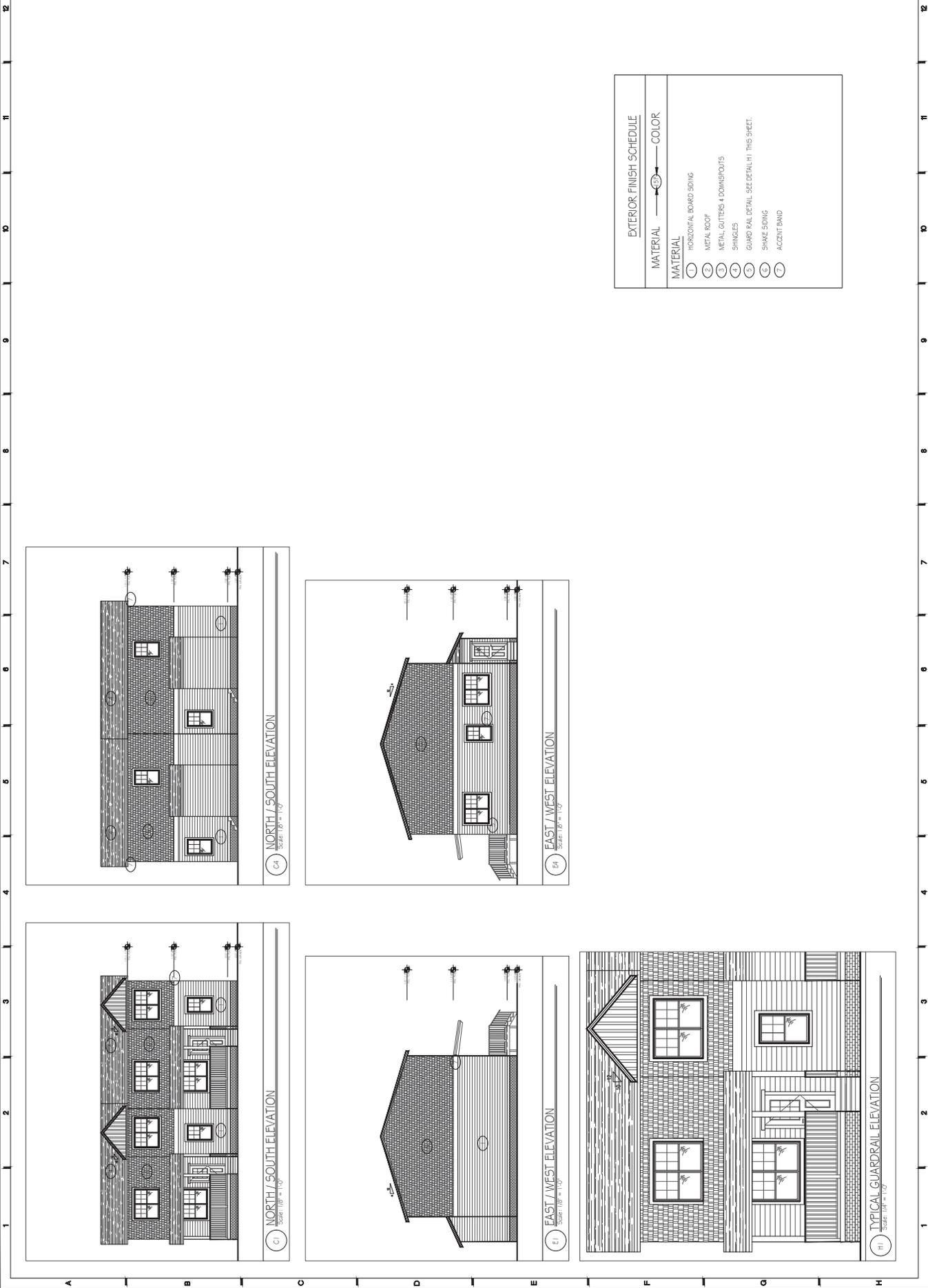
3-2-2022

Design

Checked



THIS DRAWING IS THE PROPERTY OF DDB, LLC AND MAY NOT BE REPRODUCED OR USED WITHOUT WRITTEN PERMISSION.



EXTERIOR FINISH SCHEDULE	
MATERIAL	COLOR
1 HORIZONTAL BOARD SIDING	
2 METAL ROOF	
3 METAL GUTTERS & DOWNSPOUTS	
4 SHINGLES	
5 GUARD RAIL DETAIL SEE DETAIL H THIS SHEET.	
6 SHAKE SIDING	
7 ACCENT BAND	

H1 TYPICAL GUARDRAIL ELEVATION
Scale: 1/4" = 1'-0"

E1 EAST / WEST ELEVATION
Scale: 1/8" = 1'-0"

E4 EAST / WEST ELEVATION
Scale: 1/8" = 1'-0"

C1 NORTH / SOUTH ELEVATION
Scale: 1/8" = 1'-0"

C4 NORTH / SOUTH ELEVATION
Scale: 1/8" = 1'-0"



March 6, 2022

Spec Outline

We hereby submit the following proposal for:

Single Family home located at:

1410 1412 1st Ave S

Fargo, ND 58103

The scope of the budget is limited to the following:

Custom designed two story twin home with detached garages; concrete foundation, crawl space, 8' ceilings main and second floor, see attached drawings

Division 1 General Conditions

- Mobilization.
- Supervision.
- Indirect labor as required
- Printing of construction documents.
- Final cleaning.
- Dumpsters and dump fees.
- All design fees including Architectural fees, Civil design, and Structural design fees
- Misc. tools and equipment
- Building permit.
- Storm water protection
- Temp toilet
- Testing lab services
- Surveying



Division 2 Sitework

- Strip topsoil
- Dig footing
- Backfill with onsite material
- Spread excess material on site
- 4" granular fill under concrete slabs
- Level black dirt

Division 3 Concrete

- Concrete footings and foundation
- Insulated concrete foundation wall
- Interior pad footings
- 4" reinforced concrete slab

Division 4 Masonry

- Brick accents, to be selected

Division 6 Wood and Plastics

- 2x6 exterior walls
- 2x4 interior walls, unless 2x6 is required for plumbing or mechanical
- 7/16" plywood on the roof deck
- 7/16" exterior sheathing
- Open web floor joists or dimensional lumber
- Wood roof trusses
- ¾" subfloor glued and nailed
- White prefinished craftsman base and casing
- Cabinets, to be selected
- Plastic laminate tops, to be selected
- Wood closet shelf and rods, to be selected

Division 7 Thermal Moisture Protection

- House wrap on the exterior walls
- Poly under the concrete slab



- Poly on all exterior walls
- 6" fiberglass thermal R21 insulation at exterior walls
- Attic R50
- Accoustical sealant at poly seams
- Air chutes
- 25 yr 3-tab architectural shingles, to be selected
- Metal soffit/ fascia
- Vinyl siding (excluding dark colors), to be selected
- 5" K style gutter, color to be selected
- Caulking as required

Division 8 Doors and Hardware

- White Poly Vinyl Windows with drywall returns sides, water resistant vinyl wrapped board on sill
- Wood white painted interior three panel doors
- Flat white mission style base and casing
- Bathroom mirrors with frame
- Steel exterior doors, to be selected

Division 9 Finishes

- 5/8" and 1/2" type X sheetrock taped, textured, and painted and primed one color to be selected
- Flooring, to be selected

Division 12 Furnishings

- Stainless steel appliances, to be selected

Division 15 Mechanical

- Forced air HVAC, single zone, gas fired furnace, with AC
- Ductwork as required
- Bath fans
- Dryer vent
- White one-piece bath bays
- Chrome faucets
- White lav
- Stainless steel kitchen sinks



Dakota Design Build, LLC

Phone 701-200-3502
BJohnson@DakotaDB.com

- Garbage disposal
- Washer /dryer hookups
- Washer overflow trays
- White stool
- Electric water heater
- Bathroom accessories

Division 16 Electrical

- Standard outlets and switches, color to be determined
- 1-200 amp panel
- Electrical as required to meet code

Any questions, please give me a call.

Brooks Johnson

701-200-3502