



## PLANNING AND DEVELOPMENT

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### MEMORANDUM

**TO:** Historic Preservation Commission  
**FROM:** *Dem*  
Dawn Mayo, Assistant Planner, Community Development  
**DATE:** May 11, 2016  
**RE:** Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on **Tuesday, May 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 241-1474 or [planning@cityoffargo.com](mailto:planning@cityoffargo.com). Thank you.

### HISTORIC PRESERVATION COMMISSION

Tuesday, May 17, 8:00 a.m.

City Commission Room

#### AGENDA

1. Approval of Minutes
2. Storefront Rehab/Downtown Grant Review – 1208 1<sup>st</sup> Ave N
3. Storefront Rehab/Downtown Grant Review – 524 7<sup>th</sup> St N
4. Other Business
5. Liaison Reports
  - Planning Commission – Christine Kloubec
  - Board of Adjustment – Heather Fischer
  - House Moving Board – Paul Gleye
  - Housing Rehab – Mike Hahn
  - Renaissance Zone Authority – Dirk Ockhardt
6. Next Meeting – June 21, 2016

Historic Preservation Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on [www.cityoffargo.com/streaming](http://www.cityoffargo.com/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 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.

Minutes are available on the City of Fargo Web site at [www.cityoffargo.com/historicpreservationcommission](http://www.cityoffargo.com/historicpreservationcommission).



**BOARD OF HISTORIC PRESERVATION COMMISSIONERS  
MINUTES**

**Regular Meeting:**

**Tuesday:**

**April 19, 2016:**

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, April 19, 2016.

The Historic Preservation Commissioners present or absent were as follows:

Present: Andrew Nielsen, Michael Burns, Heather Fischer, Paul Gleye

Absent: Christine Kloubec, Mike Hahn, Dirk Ockhardt

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

**Item 1: Minutes: Regular Meeting of February 16, 2016**

Mr. Nielsen moved the minutes of the February 16, 2016 Historic Preservation Commission meeting be approved. Second by Mr. Burns. All Members present voted aye and the motion was declared carried.

**Item 2: HOD Review – 909 9th Street South – New Garage: APPROVED**

Assistant Planner Dawn Mayo introduced the proposed project for construction of a new garage.

Contractor Shaun Reynolds, The Garage Guys, Inc., gave a brief summary of the project, including the materials to be used for the new garage; the style of the garage roof; and the design compatibility of the garage to the house.

Discussion was held regarding types of garage doors that could replicate the look of a two-panel garage door, in addition to the possibility of using colonial-style windows on the garage door to give it a better aesthetic look from the alley.

Mr. Gleye moved to approve the project as presented, with the recommendation the garage door type include colonial-style windows. Second by Ms. Fischer. All Members present voted aye and the motion was declared carried.

**Item 3: Other Business**

Discussion was held regarding the 2016 Certified Local Government (CLG) Grant, noting the Historic Preservation Commission was awarded \$7,564 in funding which will provide a training opportunity by allowing three members of the Board to attend the National Trust for Historic Preservation Conference held in Houston, Texas in November.

**Item 4: Liaison Reports**

No liaison reports were given.

**Item 5: Next Meeting – May 17, 2016**

The time at adjournment was 8:33 a.m.

**DATE:** May 10, 2016  
**TO:** Historic Preservation Commission  
**FROM:** Dawn Mayo, Assistant Planner  
**RE:** Storefront/Downtown Rehab Grant Program – 1208 1<sup>st</sup> Ave N

The goal of this program is to renovate deteriorated properties and eliminate conditions of "blight" in the downtown area. Section 106 of the National Historic Preservation Act requires that the City of Fargo take into account the effect any federally-funded undertaking may have on historic properties. The City is considering a proposal to use CDBG funds to demolish 1208 1<sup>st</sup> Ave N.

**1. Description of the project**

1208 1<sup>st</sup> Ave N was built in 1930. It was originally a single family house, but was converted to 6 rental units in the 1960's. The property was a long-term problem rental property, with many code violations and frequent police calls for service. It has been vacant since 1/31/2016. The proposed use of federal funding will eliminate blighted conditions.

Blight Mitigation

The eligible components of the project at 1208 1<sup>st</sup> Ave N will include the following items:

- Demolition of the property

**2. Process for identifying historic properties**

The building is not located within the Downtown Historic District.

**3. Characteristics of affected historic property that qualify property for National Register**

The building is not located within the Downtown Historic District and is not eligible for listing on the National Register of Historic Places.

**4. Project's effect on historic properties**

The project will help to remove some blighted conditions within the downtown area, and will not have adverse effects on historic properties.

**5. Evaluation of criteria for Adverse Effect (36 CFR 800.5)**

NA – Property is not historic.

<b>RECOMMENDATION:</b> Staff recommends a finding of "No Historic Properties Affected"
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# STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

<b>PRIMARY CONTACT INFORMATION FOR THIS APPLICATION</b>			
<b>Name</b>	Mike Zimney		
<b>Address</b>	210 Broadway, Suite 300		
<b>Phone</b>	701.237.2279	<b>Fax</b>	
<b>E-mail</b>	<a href="mailto:zimney@kilbournegroup.com">zimney@kilbournegroup.com</a>		
<b>Property Address</b>	1208 1 <sup>st</sup> Avenue North		
<b>Applicant Name &amp; DUNS number</b>	DFI AK LLC (name of person/entity to receive grant)	080080837 (Enter DUNS number here)	
<b>Architect/Firm</b>	N/A (all applicants <u>must</u> use an architect for project design)		
<b>Property Owner</b>	DFI AK LLC		
<b>Mailing Address</b>	210 Broadway, Suite 300		

<b>Description of Property</b>	1960's Six Unit Apartment Conversion		
<input type="checkbox"/> <b>Current Commercial Tenants</b>			
Business Name	Business Owner	Address	Current sq. ft. occupied
N/A			
<input type="checkbox"/> <b>Current Residential Tenants</b>			
	# occupied	# vacant	
Vacant (last occupied 1/31/16)			

<b>Building History (if available)</b>
The original house located on this property was torn down in 1959 or 1960 (according to Sanborn maps) and replaced with the current 6-unit apartment.

<b>Total Cost of demolition</b>	\$48,804.80	<b>Amount of CDBG Funding Requested</b>	\$15,000
Is the exterior renovation part of a larger project?			
<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No, the exterior rehab is the only work I am doing	
If yes, please describe comprehensive project.			



## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

This property has been severely neglected and has numerous issues required to bring it to a reasonable standard of quality. New windows, carpet, doors are needed throughout the entire building. The buildings systems are also nearing their life expectancy.

In addition, the property has suffered from frequent illegal activity and disturbances. Since 1987, officers have responded to 275 incidents at the property. Police have responded 36 times this year (through 12/3/15), averaging a call to the property every nine days.

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

One and half story 2,268SF six-unit apartment.

**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.*

Based on the condition of this property and the ongoing disturbances at the property we feel razing this blighted structure would be the best option for downtown and the surrounding businesses. Turf grass would be planted and remain until the property is redeveloped in the future.

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

This property was built in 1959 or 1960 and has limited historic features. The house has vinyl siding, asphalt shingles, and of general poor quality. The house sits on a 46x140’ lot and the rear is accessed by an alley that provides tenant parking on a gravel lot in the backyard.

### **How will your project complement downtown redevelopment efforts?**

The removal of the structure should eliminate the on-going disturbances. Our long term goal is to redevelop this site and the neighboring property into a mixed use project. Our goal is to add additional retail and/or office space and residential units at this location in the coming years. We feel this prominent location could benefit from a high-quality infill project anchoring this corner.

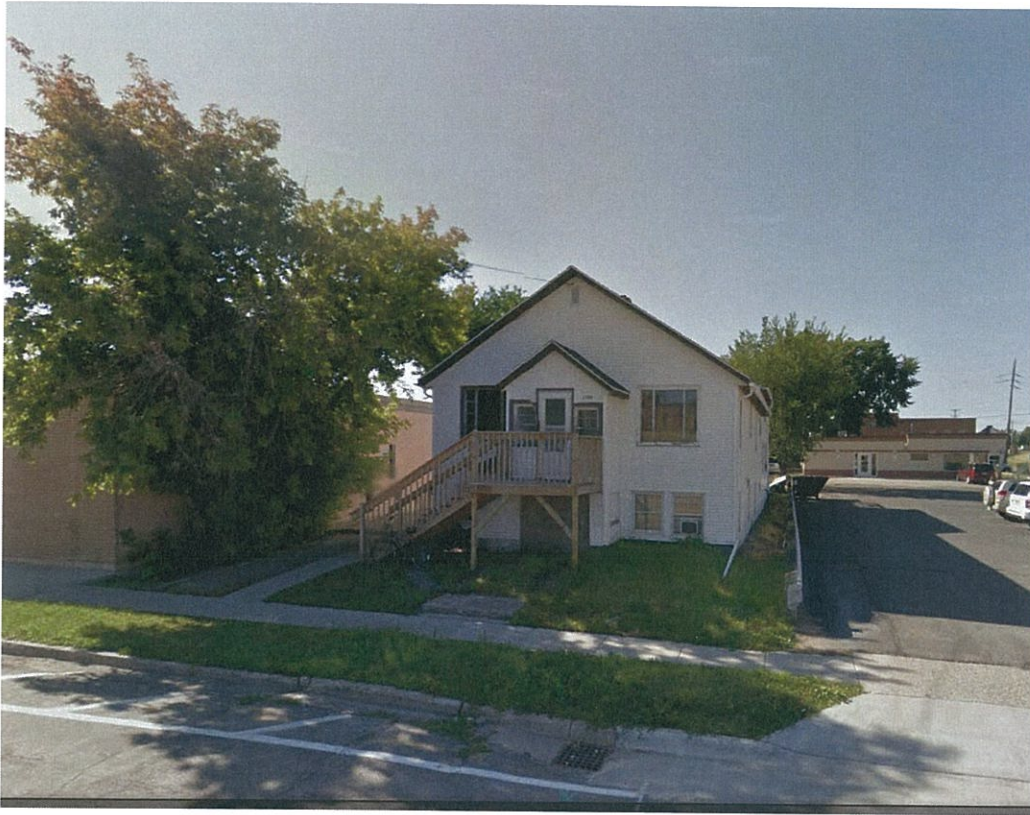
**For more information on completing this application please refer to the following website.**

<http://www.cityoffargo.com/Business/StorefrontDowntownGrants/>





## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION







## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION





## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION





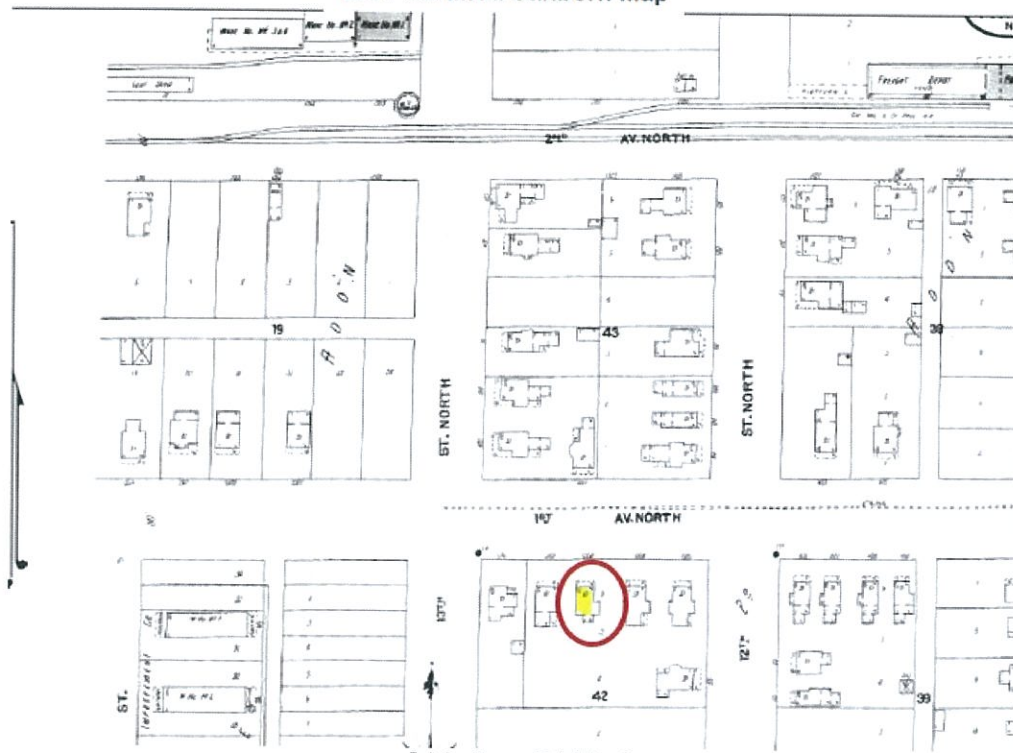


# STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION



Houses at 1208-1224 1st Avenue N., Fargo, N.D. – 7/24/1923 (Digital Horizons)  
The original home is the furthest right in this picture. None of these homes remain and were replaced with new buildings in the 1960s.

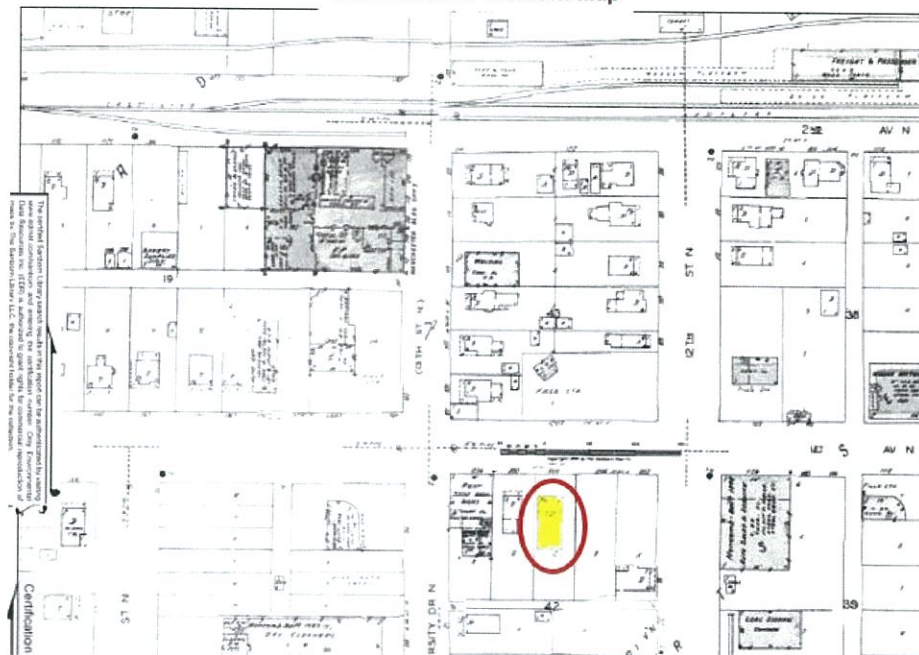
1905 Certified Sanborn Map



Original home highlighted.

[illegible]

1961 Certified Sanborn Map



Existing structure highlighted, which replaced the original home in 1959 or 1960.



**DATE:** May 10, 2016  
**TO:** Historic Preservation Commission  
**FROM:** Dawn Mayo, Assistant Planner  
**RE:** Storefront/Downtown Rehab Grant Program – 524 7<sup>th</sup> St N

The goal of this program is to renovate deteriorated properties and eliminate conditions of "blight" in the downtown area. Section 106 of the National Historic Preservation Act requires that the City of Fargo take into account the effect any federally-funded undertaking may have on historic properties. The City is considering a proposal to use CDBG funds to assist 524 7<sup>th</sup> St N with façade renovation.

**1. Description of the project**

524 7<sup>th</sup> St N was built in 1968. It had a long history as the Patterson Dental Company. It is currently in use as the Gasper School of Dance. The proposed use of federal funding will eliminate blighted conditions on the north side of the building.

Façade

The eligible components of the storefront renovation at 524 7<sup>th</sup> St N will include the following items:

- Remove non-historic entrance canopy
- Add new entrance/lobby area
- Add new, taller façade in entrance area

**2. Process for identifying historic properties**

The building is not located within the Downtown Historic District.

**3. Characteristics of affected historic property that qualify property for National Register**

The building is a one-story yellow brick commercial building. It is not located within the Downtown Historic District and is not eligible for listing on the National Register of Historic Places.

**4. Project's effect on historic properties**

The project will help to remove some blighted conditions within the downtown area, and will not have adverse effects on historic properties.

**5. Evaluation of criteria for Adverse Effect (36 CFR 800.5)**

NA – Property is not historic.

<b>RECOMMENDATION:</b> Staff recommends a finding of "No Historic Properties Affected"
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## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

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The intent of Fargo's Storefront/Downtown Project program is to renovate the exteriors of deteriorating properties in the downtown area. Interested property owners may apply for a 50% matching grant, up to \$15,000, which can be used for the rehabilitation of building exteriors, to demolish blighted properties, or to make other exterior improvements. Property renovation may include efforts to improve and enhance parking areas.

The property must be located in designated areas of downtown Fargo (see map on following page) and the applicant must provide architectural renderings of the proposed design. Renovations to a historic property must maintain its historic character and must also conform to guidelines established in the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings". This information is available from the Planning Department and on the web at: <http://www.cityoffargo.com/HistoricPreservation>.

### **Review and Approval Process**

1. Applications can be submitted throughout the year to the Department of Planning and Development and are reviewed by staff for program compliance. However, due to limited funding availability, earlier submittals are encouraged.
2. The applications are forwarded to the **Historic Preservation Commission (HPC)**. The HPC reviews projects with the intent of preventing adverse impact to historic properties. This review must be completed prior to a project being considered for funding.
3. Projects that are approved by the Historic Preservation Commission will be reviewed by the **Community Development Committee** for funding. The Community Development Committee will consider projects competitively, based on the following criteria:
  - Use of property is consistent with published downtown plans (Framework Plan, Renaissance Zone, Area Plan, Riverfront Plan)
  - Comprehensive renovation project eliminates all signs of blight/deterioration from affected property
  - Project must be ready to proceed in the current year's construction season

*Other contributing factors*

  - Size of the property
  - Amount of private funds in the project
  - Utilization of other incentives (i.e., Renaissance Zone)
4. Storefront/Downtown projects that receive a funding recommendation will be presented to the **City Commission** for final approval. Generally, the City receives funding from HUD in June. Community Development Block Grant (CDBG) funds cannot be released before City Commission approval.

### **Project Administration upon Approval**

Once the City Commission has approved a project, the City and applicant will sign a Recipient Agreement. In order to be eligible for CDBG reimbursement, contracts for the agreed upon scope of work must not be signed before the Recipient Agreement has been executed. All storefront/downtown projects are subject to the requirements of the Fair Labor Standards Act, including Davis Bacon wage rates.

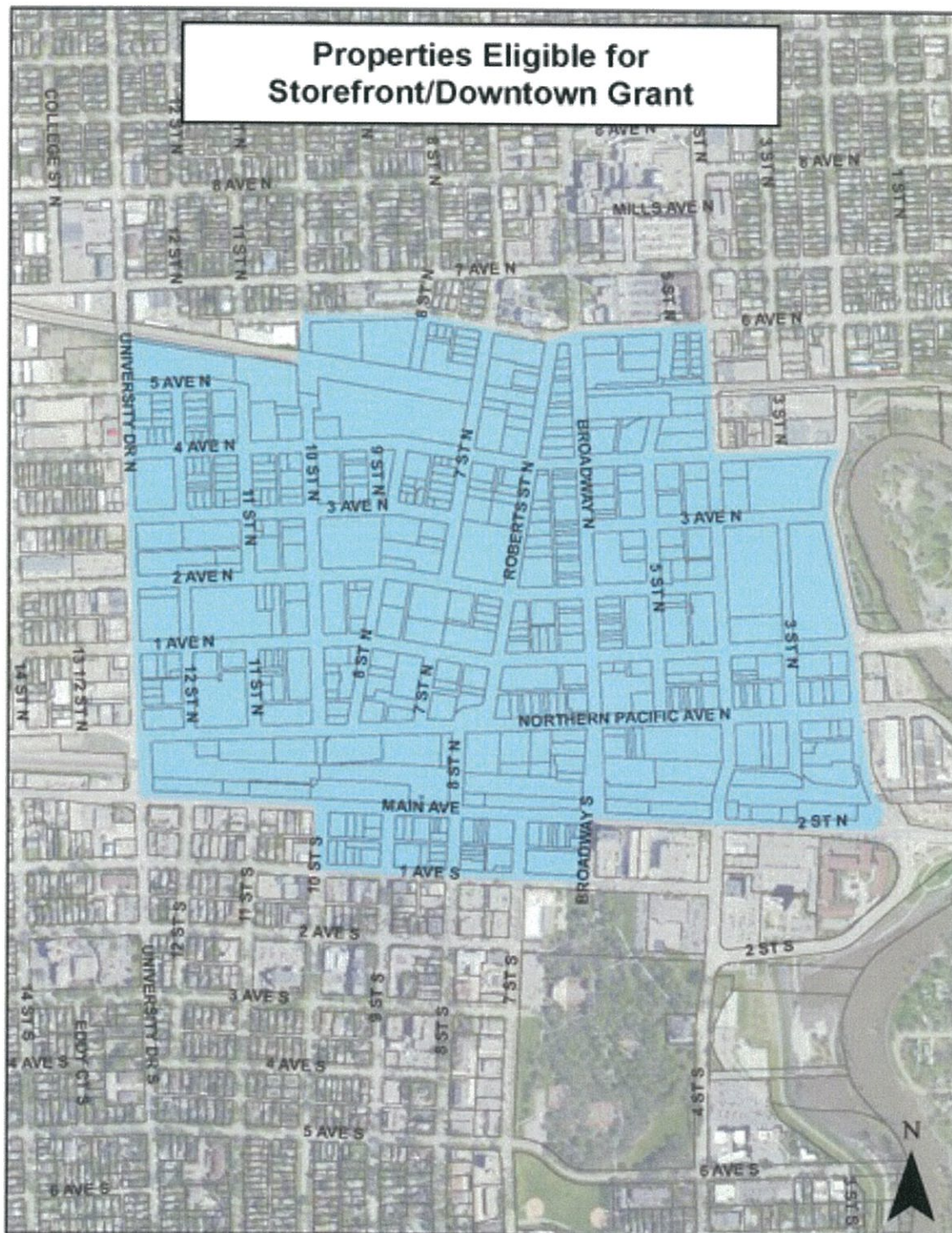




**STOREFRONT REHAB &  
DOWNTOWN PROJECT APPLICATION**



## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION







## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

PRIMARY CONTACT INFORMATION FOR THIS APPLICATION			
<b>Name</b>	Matthew Gasper		
<b>Address</b>	524 7th St S Fargo ND 58102		
<b>Phone</b>	701-200-9098	<b>Fax</b>	701-234-9441
<b>E-mail</b>	<a href="mailto:mr.matt.gasper@gmail.com">mr.matt.gasper@gmail.com</a>		
<b>Property Address</b>	524 7th St S Fargo ND 58102		
<b>Applicant Name &amp; DUNS number</b>	(name of person/entity to receive grant)	(Enter DUNS number here)	
<b>Architect/Firm</b>	zerrberg		
<b>Property Owner</b>	Gasper School of Dance/ Matt Gasper		
<b>Mailing Address</b>	524 7th St S Fargo ND 58102		

Description of Property			
<b>Current Commercial Tenants</b>			
Business Name	Business Owner	Address	Current sq. ft. occupied
Gasper's School of Dance	Matt Gasper	524 7th ST S	100%
<b>Current Residential Tenants</b>		<b># occupied</b>	<b># vacant</b>
Tenant Name	Unit #	Mailing Address	



## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

### Building History (if available)

The Building was paterson dental building before we purchased it in 2004 and renovations done by Kilburn group.

<b>Total Cost of façade renovation</b>	<b>\$ 140,000</b>	<b>Amount of CDBG Funding Requested</b>	<b>\$15000.00</b>
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Is the exterior renovation part of a larger project? yes

Yes

No, the exterior rehab is the only work I am doing

If yes, please describe comprehensive project.

We will be adding 601 square feet adding office pace and store front appeal. Included in this project is the interior redesign adding a third studio. larger locker room with added bathroom and showers. Also we will be adding to the east side making the building more appealing from broadway add to the the downtown appeal as well. See attache plans.

We have contacted Olaf- Anderson Construction to Finalized design and construction. The City has been in contact with them about permits, and should have the latest drawings.





## STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION

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

The existing condition of the exterior is outdated and does not really look like an entrance to the building. The front entrance is covered by a low hanging overhang, making it confusing for clientele.

**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.*

The New Store front will have an extra 601 sq feet to the north. The front will be elevated higher than the existing building giving the storefront of building easy to identify. The face will be covered in large rectangle metal sheets on an angle, making it an accent all to the store front completed by the original brick and corrugated blue metal wall. This will also include large windows letting in light and decorative ambiance to the store front.



## **STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION**

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

The building it self is relatively new. The redevelopment will keep the original structor of the building and the proposed addition will ad charm and style.

### **How will your project complement downtown redevelopment efforts?**

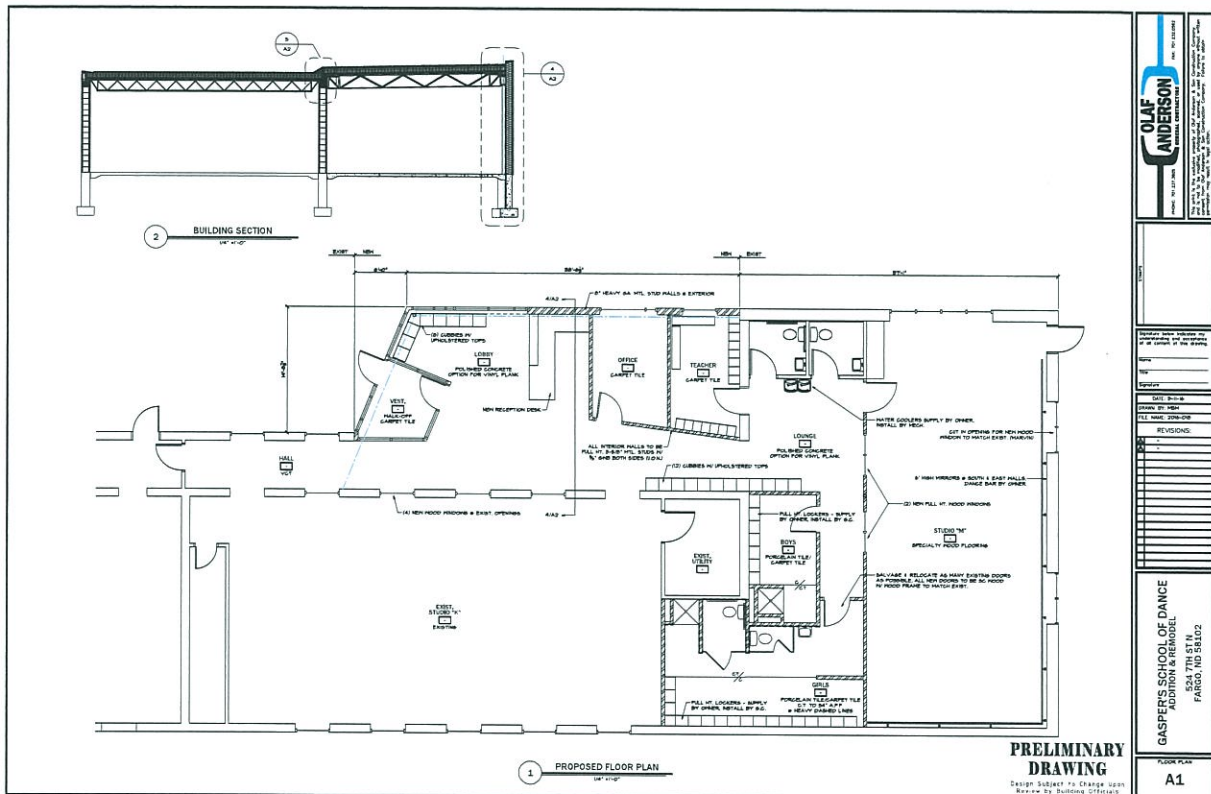
The Project would keep up with the redevelopment style of the other business and the neighborhood developments. The Dance School adds a Family friendly vibe to the north side of downtown. The welcoming store front will attract more families to the downtown area. help support the economic growth of downtown.

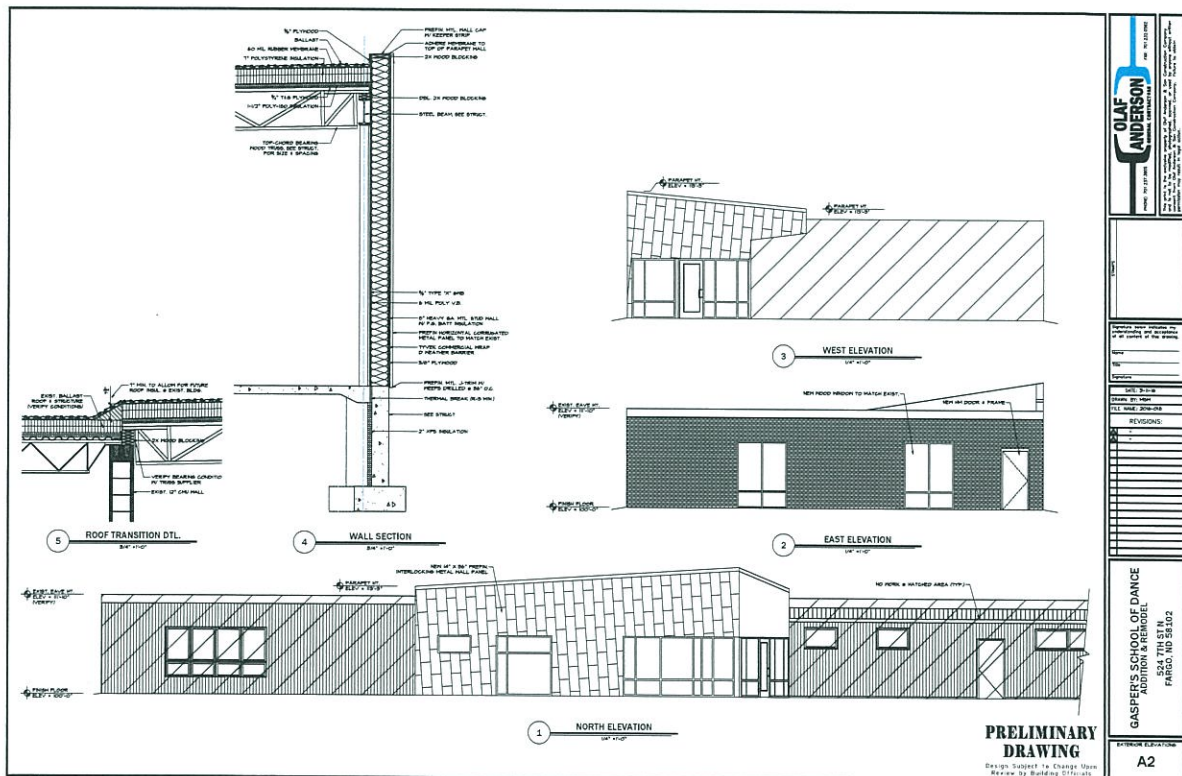
Also this Building does not and has not fallen in the renaissance zone. So the City will receive full property tax on this building.

**For more information on completing this application please refer to the following website.**

**<http://www.cityoffargo.com/Business/StorefrontDowntownGrants/>**











## **STOREFRONT REHAB & DOWNTOWN PROJECT APPLICATION**





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