

## **MEMORANDUM**

**TO:** Historic Preservation Commission

**FROM:** Kylie Bagley, Planner

**DATE:** July 13, 2021

**RE:** Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on Tuesday, July 20, 2021 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](mailto:planning@FargoND.gov). Thank you.

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### **HISTORIC PRESERVATION COMMISSION Tuesday, July 20, 2021, 8:00 a.m. City Commission Room AGENDA**

1. Approval of Minutes – March 16, 2021
2. Historic Overlay District Review
  - a. 317 University Dr S — Jefferson Historic Overlay
3. Liaison Reports
  - Commission – Christine Kloubec
  - Board of Adjustment – Matthew Boreen
  - House Moving Board – Paul Gleye
  - Housing Rehab – Heather Fischer
  - Renaissance Zone Authority – Jay Nelson
4. Other Business or Public Comment
5. Next Meeting – August 17, 2021

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. 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, March 16, 2021**

The Regular Meeting of the Board of Historic Preservation Commissioners of the City of Fargo, North Dakota, was held virtually in the Commission Chambers at City Hall at 8:00 a.m., Tuesday, March 16, 2021.

The Historic Preservation Commissioners present or absent were as follows:

Present: Matthew Boreen, Paul Gleye, Nathan Larson, Jay Nelson

Absent: Christine Kloubec, Heather Fischer, Mike Dawson

Acting Chair Gleye called the meeting to order and welcomed Members to the meeting.

**Item 1: Minutes: Regular Meeting of December 15, 2020**

Member Nelson moved the minutes of the December 15, 2020 Historic Preservation Commission meeting be approved. Second by Member Boreen. All Members present voted aye and the motion was declared carried.

**Item 2: Historic Overlay District Review**

**a. 1108 7th Avenue South – Chas A Roberts Historic Overlay District: APPROVED**

Assistant Planner Maggie Squyer presented the application to construct a single family house and 2-car detached garage on an existing vacant lot.

Discussion was held regarding the following: the proposed height and roof pitch as it relates to the City's ordinance and the surrounding homes; compliance with flood stage requirements for this property; and siding materials to be used.

Applicant James Buchfink spoke on behalf of the application, and addressed questions and concerns.

Member Nelson moved to approve the project as submitted. Second by Member Larson. All Members present voted aye except Member Gleye. The motion was declared carried.

**Item 3: Liaison Reports**

No reports were provided at this time.

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

No other business or public comments were discussed.

**Item 5: Next Meeting – April 20, 2021**

The time at adjournment was 8:24 a.m.

## 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 4<sup>th</sup> Street North. 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:

- Photos of the existing site
- Plans of the proposed project
- Building materials
- Site plan if applicable

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| <b>Property Owner Information</b>                                |
| Name (printed): <i>Fargo Union Mission</i>                       |
| Name (printed): <i>DBA: New Life Center</i>                      |
| Address: <i>317 S University Drive</i><br><i>Fargo, ND 58103</i> |

|   |
|---|
| <b>Contact Person Information (if different than owner)</b>         |
| Name (printed): <i>Tom O'Keefe</i>                                  |
| Address: <i>1902 3<sup>rd</sup> Ave N</i><br><i>Fargo, ND 58102</i> |

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|--|
| <b>Parcel Information</b>  |
| Historic overlay district of subject property: <i>T Jefferson</i>  |
| Address: <i>317 University Dr.</i>   |
| Legal Description (attach separate sheet if more space is needed):<br><i>C1-0700-C1960-000 (Parcel number)</i> |

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

**Briefly Describe The Proposed Scope of Work**

new siding on the property. see attached color sample. 4-5" Dutch lap. white window wrap. New front door as old door is in tough shape. Will use commercial grade exterior door with panic bar exit. Repairing brickwork on north entrance. Not replacing brick over front door.

**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: \_\_\_\_\_

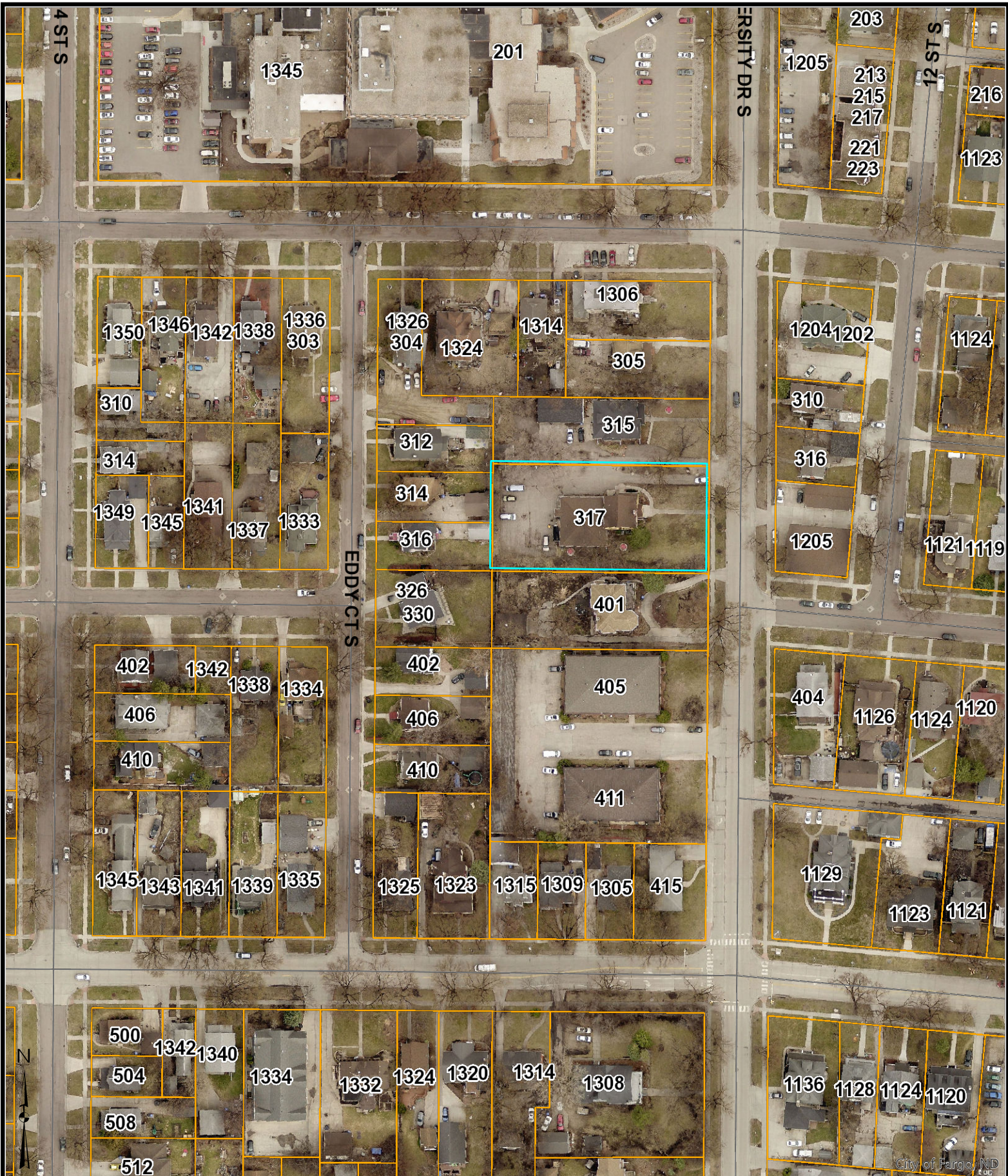
Representative (Signature):

Thomas H. O'Keefe

Date:

6-11-21





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

## 317 University Dr S

1:2,257

7/6/2021 9:38 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

THE CITY OF  
**Fargo**  
FAR MORE









