

Planning & Development

225 4th Street North Fargo, ND 58102 Office: 701.241.1474 | Fax: 701.241.1526 Email: planning@FargoND.gov www.FargoND.gov

HISTORIC PRESERVATION COMMISSION Thursday, October 5, 2023 | 8:00AM City Commission Chambers AGENDA

- 1. Approval of Minutes September 19, 2023
- 2. Historic Overlay District Review
 - a. 508 14 Street South Jefferson Historic Overlay (Jefferson Neighborhood)
 - b. 901 8 Street South Chas A Roberts Historic Overlay (Hawthorne Neighborhood)
- 3. Other Business or Public Comment
- 4. Adjourn Next Meeting: October 17, 2023

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.

BOARD OF HISTORIC PRESERVATION COMMISSIONERS MINUTES

Regular Meeting:

Tuesday, September 19, 2023

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, September 19, 2023.

The Historic Preservation Commissioners present or absent were as follows:

Present: Christine Kloubec, Heather Fischer, Matthew Boreen, Paul Gleye, Mike

Dawson, Nathan Larson, Jay Nelson

Absent: None

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

Item 1: Minutes: Regular Meeting of August 15, 2023

Member Gleye moved the minutes of the August 15, 2023 Historic Preservation Commission meeting be approved. Second by Member Nelson. All Members present voted aye and the motion was declared carried.

Item 2: Historic Overlay District Review

a. 508 14th Street South – Jefferson Historic Overlay (Jefferson Neighborhood) Planner Brad Garcia presented the application for an exterior remodel of an existing building.

Member Nelson noted the project came before the Jefferson Neighborhood Association, which he is a part of, and he recused himself from voting.

Discussion was held on the project status, the columns and railing on the porch, history of the property, height of the knee wall, maintaining the character of the neighborhood, and alternative remodel options.

Member Larson moved to approve the application as presented. Second by Member Boreen. Member Nelson abstained from voting. All Members present voted nay and the motion failed.

Applicant representative Tom Spaeth, Accent Kitchen and Bath, spoke on behalf of the application.

Further Discussion was held on alternate options for the design, and options on the application recommendation.

City Attorney Nancy Morris, spoke on behalf of the attorney's office regarding the Boards' options.

Member Gleye moved to approve the application subject to final approval of the dormer. Second by Member Kloubec. All Members present voted aye and the motion was declared carried.

b. 1111 7th Street South – Erskine's Historic Overlay (Hawthorne Neighborhood)

Member Dawson disclosed that he is the applicant representative for the project, recused himself from voting, and stepped down from the dais.

Planner Brad Garcia presented the application for an exterior remodel and an addition to an existing building.

Applicant representative Mike Dawson, spoke on behalf of the application.

Discussion was held on the already completed construction of the project, the history of the project, and the certificate of appropriateness process review.

Member Nelson moved to approve the application as presented. Second by Member Larson. Member Dawson abstained from voting. All Members present voted aye and the motion was declared carried.

c. 1202 8th Street South – Erskine's Historic Overlay (Hawthorne Neighborhood)

Planner Brad Garcia presented the application to construct a garage addition. He noted this application was previously heard at the June 20, 2023 Historic Preservation Commission meeting and provided an update on the application.

Discussion was held on the need for the change in the application as previously approved.

Applicant representation Scott Dahms spoke on behalf of the application.

Discussion continued on the need for the double garage instead of single stalls, cost of the project, approval criteria, neighboring property with a double garage, and the importance of the guidelines in the Historic Overlays.

Ms. Morris spoke on behalf of the Attorney's office.

Member Gleye moved to approve the application as presented. Second by Member Dawson. Majority of Members present voted aye. Member Nelson voted nay. The motion was declared carried.

Item 3: Department work plan updates and follow-up from September board discussion.

Planning and Development Director Nicole Crutchfield provided a follow-up on discussion from the August 15, 2023 Historic Preservation Commission meeting regarding process protocol, operations, goals and objectives of the Board. She introduced the Board to Long Range Planning Coordinator Kim Citrowske and gave and update on the Growth Plan process, highlighting that public outreach will begin in October.

Discussion was held on defining the purpose and purview of the Board, possible working group meetings, and structure of the Board.

Item 4: Adjourn – Next Meeting: October 17, 2023
The time at adjournment was 9:01 a.m.

MEMORANDUM

Date: September 28, 2023

To: Historic Preservation Commission

From: Brad Garcia, Planner

RE: 508 14 St S – Exterior Remodel and Front Porch Remodel within the Jefferson Overlay

District (Ordinance 5184)

The Planning Department has received an application from Tom Spaeth with Accent Contracting, on behalf of the property owner Carol Whiteman, for an exterior remodel and remodel of the front porch located at 508 14 Street South. The property is within the Jefferson Historic Overlay District (Ordinance 5184 – established in December of 2018).

The Core Neighborhoods Plan identifies the subject property, located within the Jefferson Neighborhood, as single-family residential use.

This application was reviewed by the Historic Preservation Commission on September 19th which motion to approve as presented failed. The Commission approved the application under the condition that instead of increasing the height of the home to make the upstairs more functional, that dormers be designed to allow the architecture to remain consistent with the neighborhood historic structures. The applicant has contracted Accent Contracting has prepared updated renderings included in this packet for the commission's approval. No other changes to the project are proposed.

Accent Contracting was hired to stabilize the porch roof and install a new foundation, which will also serve as a safe room below grade. Although the foundation permit (issued August 10, 2023) showed an addition to the foundation, it was not reviewed by staff or the Historic Preservation Commission as there was no proposed change to the porch or exterior façade. No criteria under

the additions section would apply to the scope of work. An earlier remodel permit was issued in June to complete interior work, which did not require staff or Historic Preservation Commission review. In 2022, the property owner hired a different contractor to replace the windows and siding, which was issued through the inspections department.

A new building permit will be required for the exterior finish work, porch and addition to the upper level. The applicant is proposing to remove and reconstruct the roof over a 5' knee wall, raising the home's elevation. Additionally, the applicant is proposing to reside the entire house with either a 4" Hardi board or LP Smartside lap siding and restore the porch closer to its original period look with columns rather than wrapped siding columns which was existing prior to the foundation work. Attached are existing photos of home, floor plans and building elevations of the proposed project.

In conjunction with section 20-0912.C of the Land Development Code. The Historic Preservation Commission shall review criteria for approval.



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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 Commission Chambers, 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	Representation Information (primary contact)
Name (printed): Carol Whiteman	Name (printed): Tom Sparth Company: Accent
Address: 508 14th 8+ 80	Address: 3151 main Auc
Primary Phone:	Primary Phone:
Alternative Phone:	Alternative Phone:
Email:	CEmail: 1
	□Same as property owner
Location of property involved in the application dec	ision
Historic overlay district of subject property:	fferson
Address: 508 14th 8t 50	
Legal Description (attach separate sheet if more space	is needed): Lot E Block 40
Check each of the following which applies to your p	project
□ Exterior remodel □ Window replacement □ New dormer □ New/replacement chimney □ Skylight □ Overhead garage door replacement □ Other: □ TN - COOK FORM	New garage New accessory structure (not garage) New porch Front yard paving Demolition New addition − going up with Acot.



Briefly descr	ribe the proposed wor	k		
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<u> </u>	Doors +	mill work"		
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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 (Signa	ature): <u>laral</u>	Whiteman	Date: 8 18-23	3
Representativ	ve (Signature):		Date: 8 - 16 - 23	
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NEW.	trussed	100f	Date. O S	V.
		roof whole House	Date. O S	

HPC Certificate of Appropriateness Review

Exterior Remodel and Front Porch

508 14 Street South





Historic Preservation Commission October 5, 2023

ORDINANCE NO. 5184

F. Special Development Standards – General

1. Open Space

2. At least 70% of a parcel's front yard shall be maintained as open space.

3. Front Yard Parking

Except for parking on driveways that run through the front yard to a garage, no parking is allowed in the front yard.

4. Side Yard Fencing

Stand-alone side yard fencing shall terminate a minimum of 2-feet behind the front façade of the principal structure.

G. Special Development Standards – Exterior Renovation

In conjunction with Section 20-0912.C(1) of the Fargo Land Development Code, the City Planner shall consider the following criteria in review of a request for a Certificate of Appropriateness regarding the exterior renovation of a Historic Neighborhood Structure's principal building, accessory building or structure. A request that satisfies all of the following criteria shall be approved. Substitute materials are permissible if matching the existing material is not technically or economically feasible.

1. Principal Building

a. Exterior Cladding

- 1. Exterior cladding shall match the original principal building in design, dimension, detail, texture, and pattern.
- 2. If the principal building is void of its original exterior cladding, full replacement cladding shall be of a design compatible with the historic style of structures located within the district. Repair or

ORDINANCE NO. 5184

partial replacement of non-original exterior cladding shall be exempt from this regulation.

b. Windows and Doors

- 1. Windows and doors shall match the original principal building in design and operation.
- 2. If the principal building is void of its original windows or doors, replacement windows and doors shall be of a design compatible with the historic style of structures located within the district.
- 3. Window or door openings shall not be increased or decreased by more than 10% in dimension or total area. Any changes in dimension or area will require review by the Fargo Historic Preservation Commission.

c. Roofs

- Roof functional and decorative features, such as roofing materials, cresting, dormers, chimneys, cupolas, vents, and gutters shall match the original in design, dimension, detail, texture, and pattern.
- 2. Skylights are prohibited on all roof planes parallel to and facing the street.

d. Entrances, Porches, and Decks

1. A renovated front entrance addition 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 the style characteristics of a Historic Neighborhood Structure as described in the definitions above.

ORDINANCE NO. 5184

2. Accessory Buildings or Structures

a. Alterations to accessory buildings and structures shall be compatible with the style of the principal building and shall be subordinate to the principal building.

H. Special Development Standards - Additions

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 an addition to a Historic Neighborhood Structure's principal building, accessory building or structure. A request that satisfies all the following criteria shall be approved. Substitute materials are permissible if matching the existing material is not technically or economically feasible.

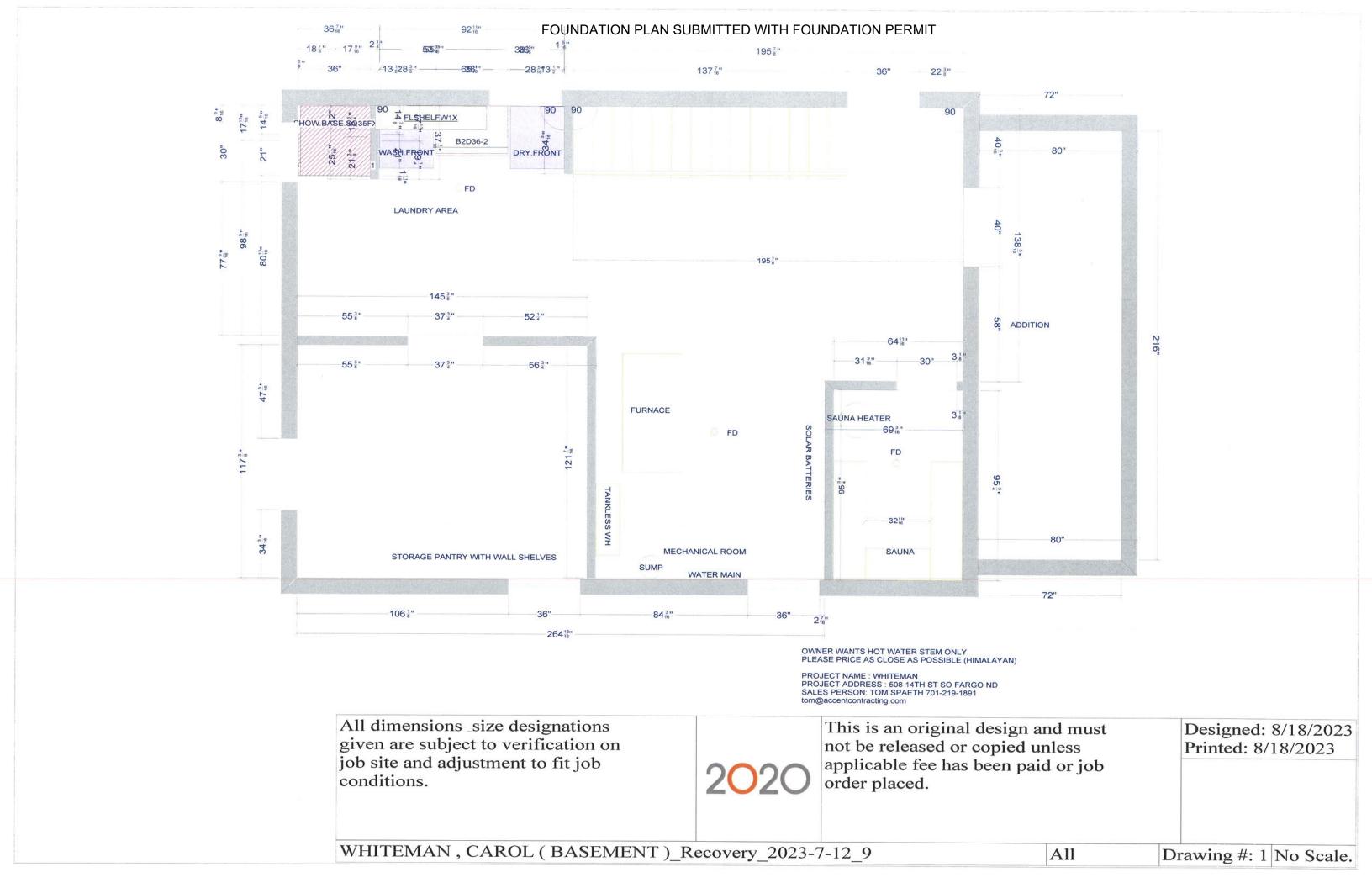
1. Principal Building

- a. Exterior Cladding
 - 1. Exterior cladding of the addition shall match the original principal building in design, dimension, detail, texture, and pattern.
 - 2. If the principal building is void of its original exterior cladding, the cladding of the addition shall match the existing cladding of the principal structure.
- b. Windows and Doors
 - 1. Windows and doors of the addition shall match the original principal building in style, design and operation.
 - 2. If the principal building is void of its original windows or doors, the window and doors of the addition shall match the existing principal building.





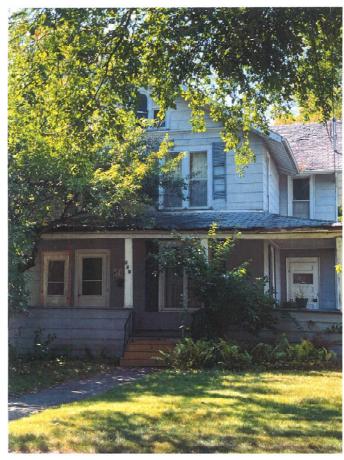






STREET VIEW IMAGE OF SUBJECT PROPERTY IN 2021

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neighbors House Across the street

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#2

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1/2

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Meighbors House next Door to north

1/2



IMG_3452.jpg



#1 neighbors House 2 Down to north

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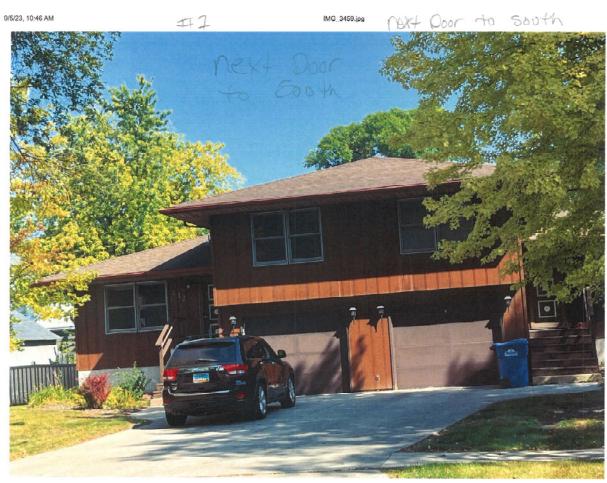
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#2 Across the Street to the South

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1/2



MEMORANDUM

Date: September 28, 2023

To: Historic Preservation Commission

From: Brad Garcia, Planner

RE: 901 8 St S – Construction of New Garage within the Chas A Roberts Overlay District

(Ordinance 4910)

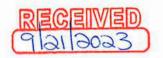
The Planning Department has received an application from Richard Meier with YHR Partners, on behalf of the property owner David Haugrud, for the construction of a new garage located at 901 8 ST S. The property is within the Chas A Roberts Overlay District (Ordinance 4910 – established in April 2014).

The Core Neighborhoods Plan identifies the subject property, located within the Hawthorne Neighborhood, as single-family residential use.

The applicant has been working with an architecture firm, YHR Partners, to design a new garage. The original garage was damaged from a fire.

The applicant is proposing to reconstruct a three-stall garage with a loft above for storage. The proposed roof of the garage is 3:12 whereas the home has a roof pitch of 8:12. However, the original garage already had a roof pitch of 3:12. 4" LP Smart siding or similar is proposed for the exterior of the garage to match the existing lap siding of the home. The middle garage door is 12' in width as opposed to the two outside garage doors being 8 feet in width, which all face the alley. The historic overlay states only garage doors visible from the street shall not exceed 10 feet in width. Attached are existing photos of the home, floor plans and building elevations of the proposed garage.





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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	Contact Person Information (if different than owner)	
Name (printed): David Haugrud	Name (printed): Richard Meier	
Name (printed):	Address: 420 Main Avenue	
Address: 901 8th St S	Moorhead, MN 56560	
Fargo, ND 58103		
Parcel Information		
Historic overlay district of subject property :		
Address: 901 8th St S - Fargo, ND 58103		
Legal Description (attach separate sheet if more space is	s needed): Parcel 01-2400-02675-000	
	Roberts Addition Lots 10-13 Blk T 6-29-05 SPL FRM 01-2400-026-71-000	
Check each of the following which applies to your pr	roject	
Exterior remodel Window replacement New dormer New/replacement chimney Skylight Overhead garage door replacement	 ✓ New garage ☐ New accessory structure (not garage) ☐ New porch ☐ Front yard paving ☐ Demolition ☐ New addition 	
1)		

Wood framed Slat	on Grade Garage first level
Parking s	econd level storage
*	
cknowledgement – We hereby acknowledge that w	have familiarized ourselves with the rules and regulations to the
	nation is true and complete to the best of our knowledge.
	7
wner (Signature):	Date: 9/21/2023

2 3 x

HPC Certificate of Appropriateness Review

New Garage

901 8 Street South





Historic Preservation Commission October 5, 2023

ORDINANCE NO. 4910

- 1. The height of a new addition to a principal building shall not exceed the overall scale of a HNS with a maximum eave height of 25 feet.
- 2. The height of a new addition to the principal building shall not be greater than the height of the principal building, except in the case of a second story addition to a single story principal building, the result of which is the creation of a two-story principal building consistent with a 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 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

ORDINANCE NO. 4910

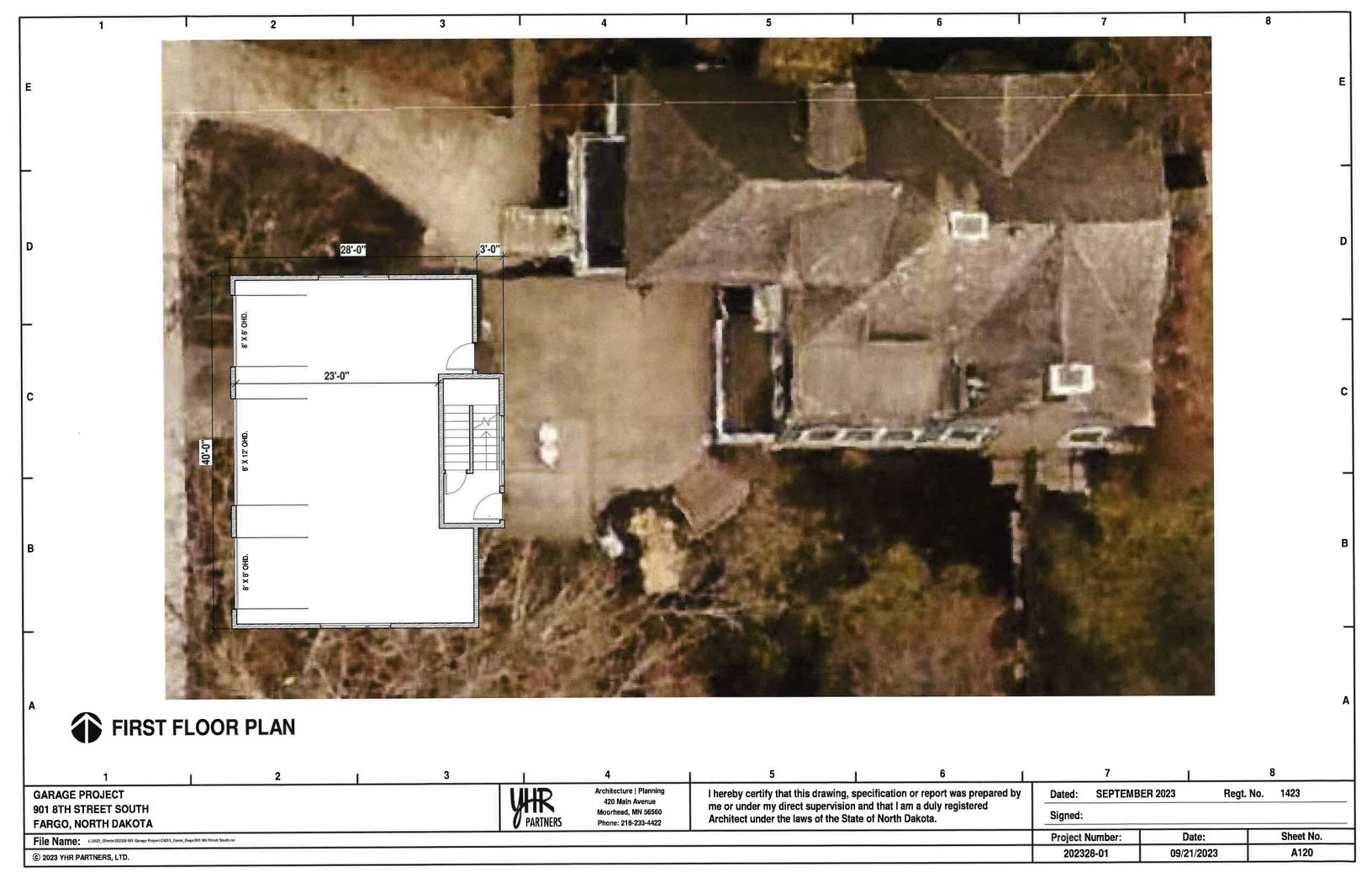
1	visually compatible with the structures and places to which it is visually related.
2	2. The relationship of the width of the principal building to the height of the front elevation must be visually compatible with structures to which it is visually related.
456	3. The relationship of solids to voids in the front facade of a principal building must be visually compatible with structures to which it is visually related.
7	4. The relationship of the principal building to the open space between it and adjoining structures must be visually compatible with structures and places to which it is visually related.
9	b. Exterior Cladding
10 11	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.
12	c. Windows and Doors
13 14	The relationship of the width of the windows and doors to the height of windows and doors in the principal structure must be
15	visually compatible with structures to which it is visually related.
16 17	 Any garage door visible from the street shall not exceed 10 feet in width and 8 feet in height.
18	d. Roofs and Dormers
19 20	1. The roof shape of the principal building must be visually compatible with structures, to which it is visually related.
21	2. Flat roofs and shed roofs are prohibited, except on porches and where consistent with the roof form of an HNS.

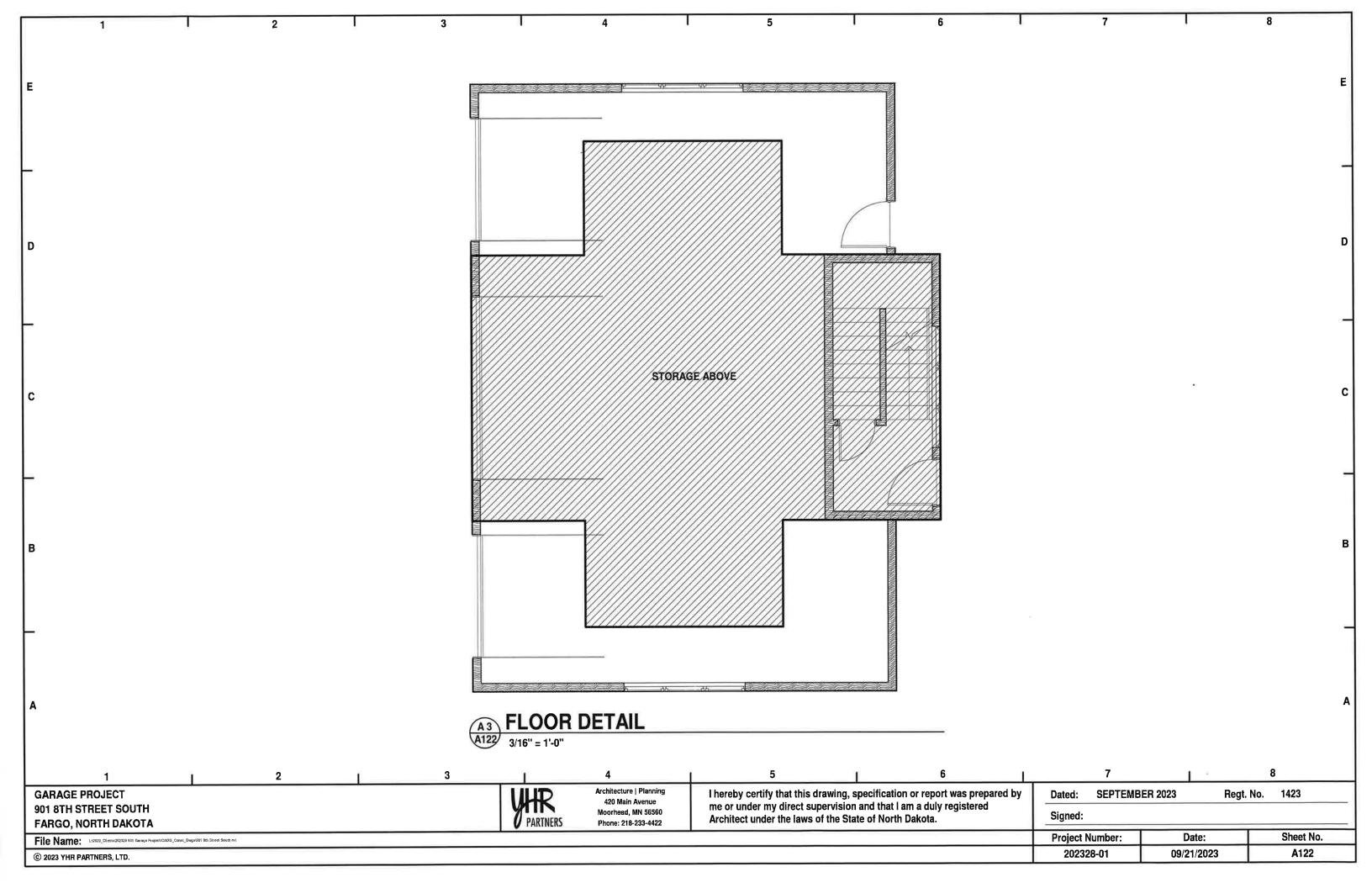
ORDINANCE NO. 4910

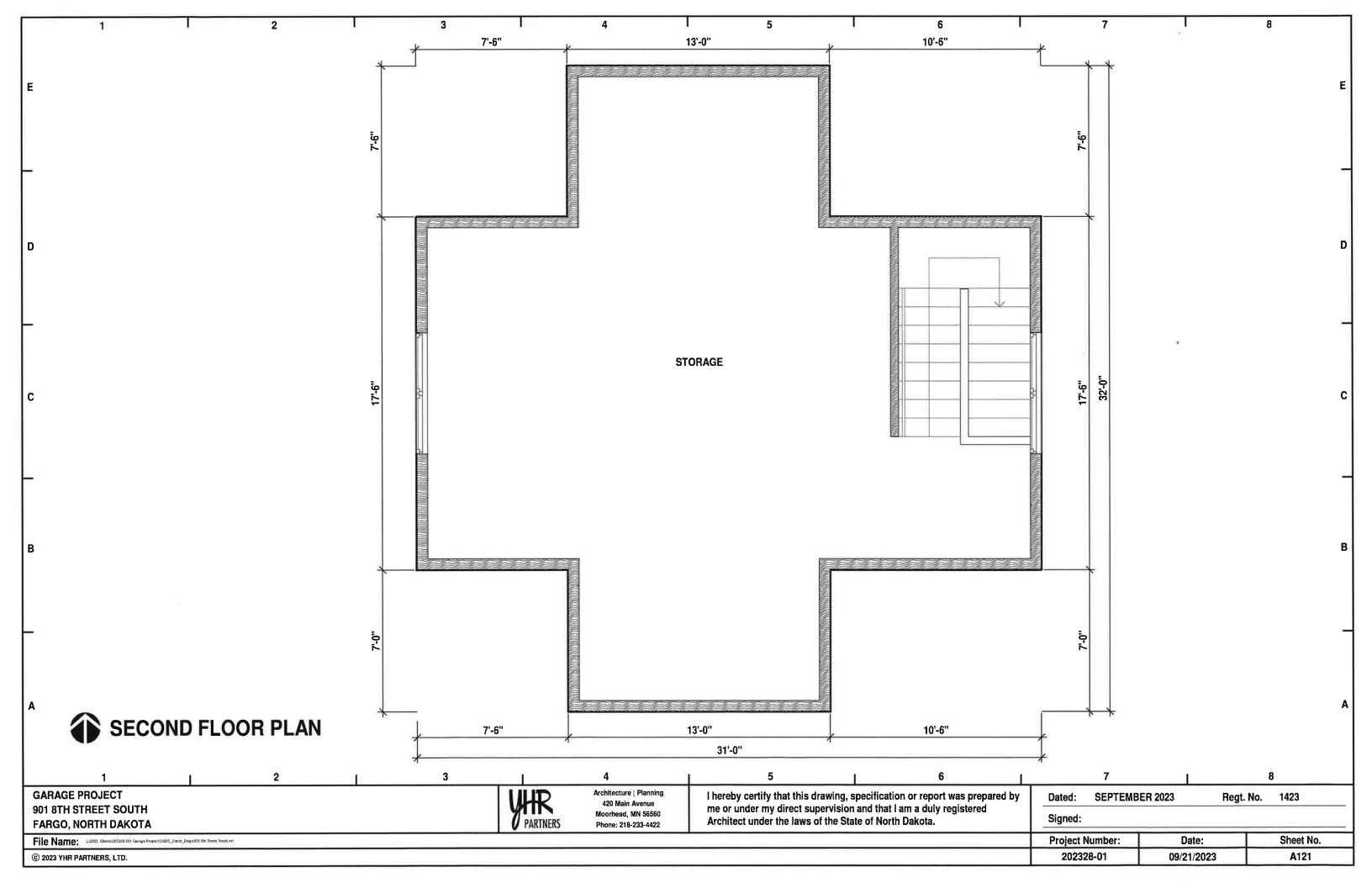
	3. All gable roofs shall have a minimum pitch of 6:12. All hip roofs
1	must have a minimum pitch of 3:12. All hip roots
2	4. Dormers of the principal building shall be consistent with the style of the structure.
3	5. Skylights are prohibited on all roofs parallel to and facing the street.
5	e. Entrances, Porches, and Decks
6	1. The front entrance of the principal building shall face the street.
7	
8	2. The front entrance to the principal building shall have no fewer than four steps, or an equivalent ramp distance, from the ground
9	level to the bottom of the front entrance door, or shall have the first floor plane in a style compatible with HNS.
10	
11	3. Decks are prohibited in front yards.
12	4. On corner lots, decks are allowed on street side yards with screening, either by fence or landscaping.
13	f. Height and Elevation
14	
15	 The height of the principal building must be visually compatible with structures to which it is visually related.
16	2. The height of the principal building shall not exceed the overall
17	scale of HNS with a maximum eave height of 25 feet.
18	3. The principal building shall be constructed to have the first floor
19	plane in a style compatible with HNS.
20	2. Accessory Buildings or Structures
21	a. New accessory building or structures shall be subordinate in scale and
22	compatible with the design and style of the principal building.
44	

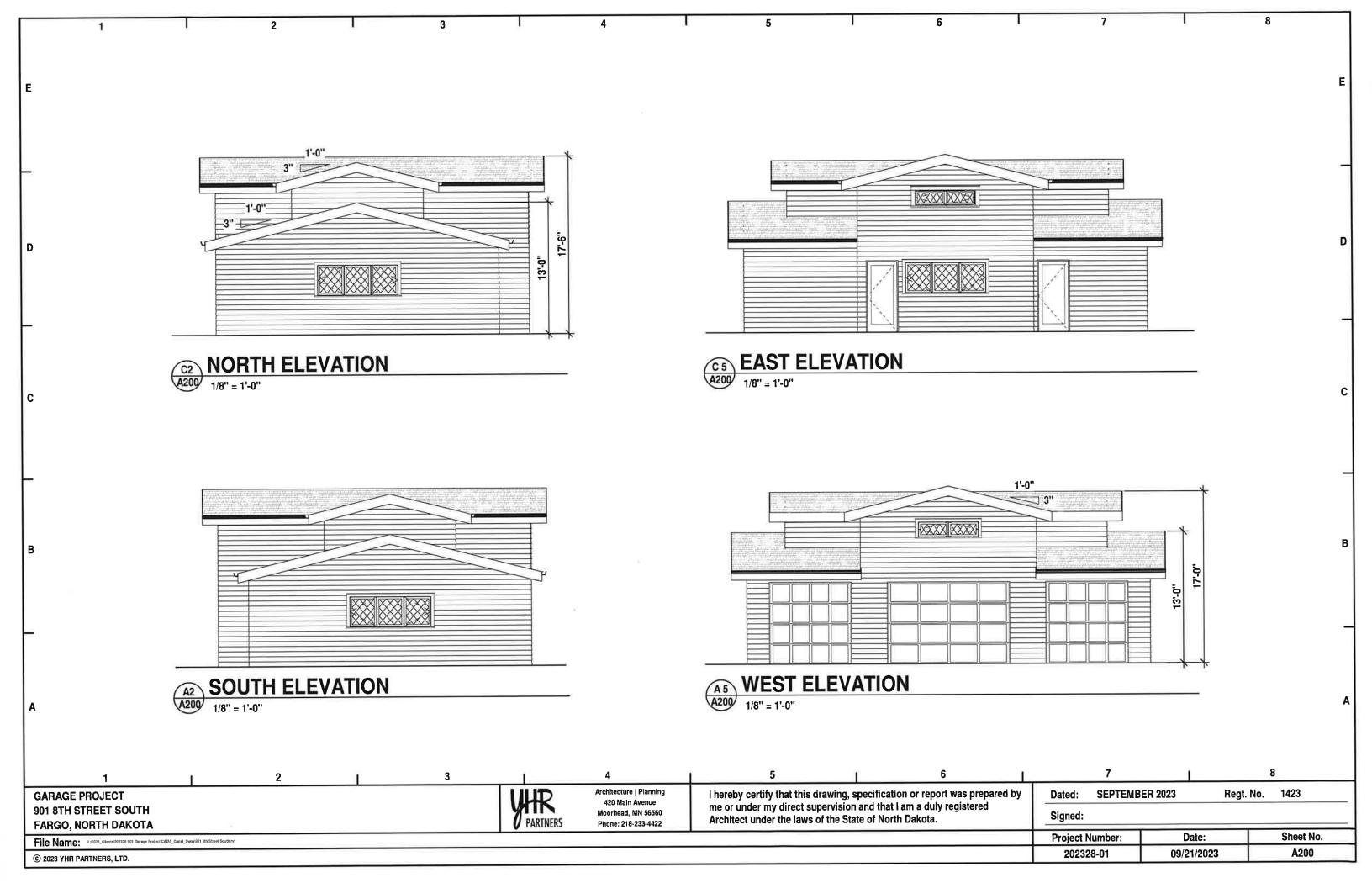
ORDINANCE NO. 4910

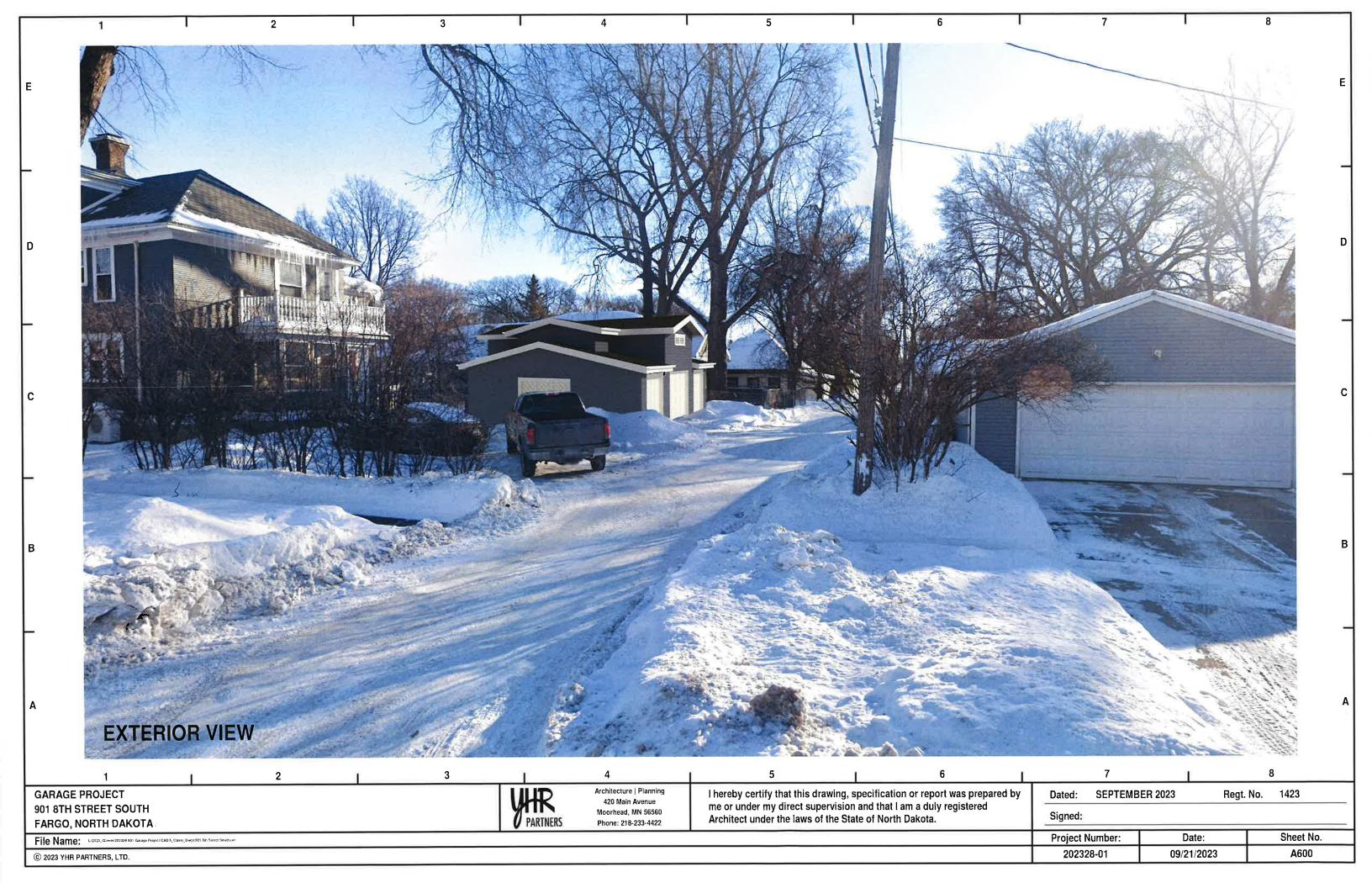
	b. Except HNS designed with an attached garage, all garage structures shall
1	be located in the rear yard. Any garage door visible from the street shall
2	not exceed 10 feet in width or 8 feet in height.
3	c. Reconstruction (including its enlargement by up to 40% in total floor area) of an existing accessory building, which does not meet the dimensional
4	setback standards of the Fargo Land Development Code, is permissible by right, provided that: 1) the existing non-conforming setback is not
5 6	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
7	limited in height to no more than one-story with 10-foot maximum sidewalls.
8	J. Special Development Standards – Demolition
9	In conjunction with Section 20,0012 C(2) and F
10	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
11	request for a Certificate of Appropriateness regarding the demolition of a principal
12	building, accessory building or structure. A request that satisfies all of the following criteria shall be approved.
13	1. The requested demolition is justified by the state of deterioration, disrepair and
14	structural stability of the structure, or the building has been condemned.
15 16	2. The requested demolition is not detrimental to the overall style of the historic district.
17	3. The requested demolition is consistent in a
18	3. The requested demolition is consistent with the purpose of the Comprehensive Plan and other adopted policies of the City.
19	K. Variance of Special Development Standards
20	To allow for a variance of hardships that may arise from the strict application of any of
21	the foregoing Special Development Standards, the Historic Preservation Commission
22	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
23	approval of any exception to the Special Development Standards.









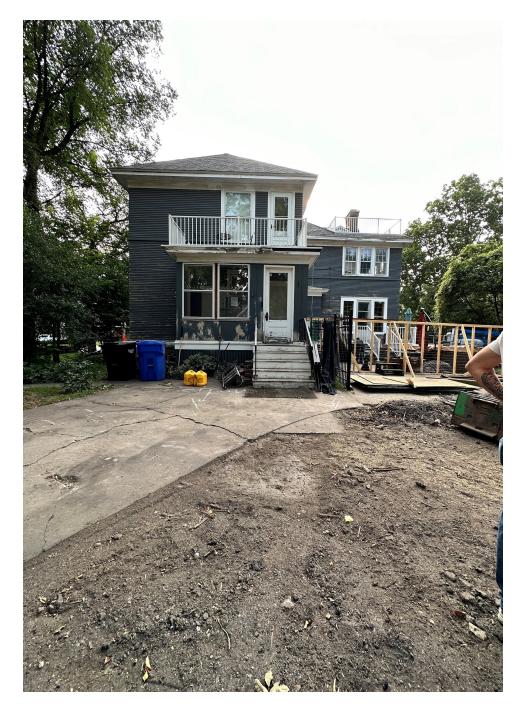


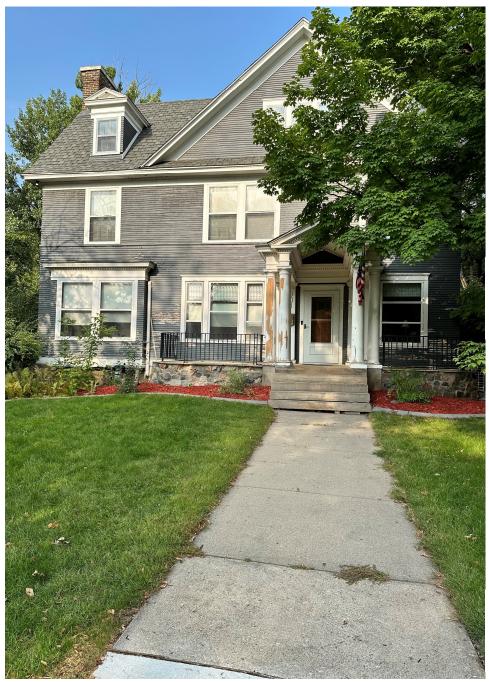


ORIGINAL GARAGE



BACK OF ORIGINAL GARAGE





REAR AND FRONT OF HOME