

HISTORIC PRESERVATION COMMISSION
Tuesday, May 20, 2025 | 8:00AM
City Commission Chambers
AGENDA

1. Approval of Minutes – April 15, 2025
2. Historic Overlay District Review
 - a. 26 South Terrace North – Oak Grove Historic Overlay (Horace Mann Neighborhood)
3. Updates from Staff
4. Adjourn – Next Meeting: June 17, 2025

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, April 15, 2025

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, April 15, 2025.

The Historic Preservation Commissioners present or absent were as follows:

Present: Christine Kloubec, Heather Fischer, Matthew Boreen, Nathan Larson, Nicole Holden

Absent: Mike Dawson

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

Item 1: Minutes: Regular Meeting of September 17, 2024

Member Boreen moved the minutes of the September 17, 2024 Historic Preservation Commission meeting be approved. Second by Member Larson. All Members present voted aye and the motion was declared carried.

Item 2: Historic Overlay District Review

a. 1019 9th Street South – Erskine’s Historic Overlay (Hawthorne Neighborhood)

Planner Luke Morman presented the application to construct a new accessory garage.

Discussion was held on the location, if the current garage on property would remain, accessibility, and if two garages was allowed.

Member Larson moved to approve the application as presented. Second by Member Holden. All Members present voted aye and the motion was declared carried.

b. 1206 9th Street South – Erskine’s Historic Overlay (Hawthorne Neighborhood)

Mr. Morman presented the application to construct a new addition to the primary structure.

Discussion was held on the proposed building materials.

Applicant Ryan Goodman spoke on behalf of the application.

Member Boreen moved to approve the application as presented. Second by Member Larson. All Members present voted aye and the motion was declared carried.

Item 3: Adjourn - Next Meeting: May 20, 2025

The time at adjournment was 8:12 a.m.

MEMORANDUM

TO: Historic Preservation Commission

FROM: Luke Morman, Planner

DATE: May 14, 2025

RE: 26 South Terrace North – New Construction within Oak Grove Historic Overlay District

The Planning Department has received an application from Jacob Radke to construct a new accessory structure shed and demolish the existing shed at 26 South Terrace North. The property is located within the Oak Grove Historic Overlay District (Ordinance 5286). Applicable Special Development Standards include subsection C.1 – Definitions, E.1 – Exemptions, I.2 – New construction of accessory buildings or structures, and subsection J – Demolition. The original house built in 1920 is a Gable Front style.

Attached to this packet are images of the existing house and proposed shed. The applicant proposes building a new shed in the rear of the property and remove the existing shed. The applicant proposes to paint the wood siding on the shed to match the house and match the approximate 8:12 roof pitch of the existing house as estimated by the applicant. Per subsection C and E.1, structures built after 1952 are not a Historic Neighborhood Structure, however, City staff does not have any records of when the accessory structure shed was built.

The applicant supplied the following narrative about the condition of the shed proposed to be demolished:

"Once my new shed is fully constructed and in place, keeping the old one would serve no practical purpose—it's simply too small, outdated, and unnecessary. The old shed doesn't meet my storage needs, the old shed was used by the previous homeowner as a cigar smoking shack and all the framing timber is yellowed with smoking tar and is undesirable to store anything in. Leaving it standing would only waste valuable greenspace that would otherwise be used for gardening, recreation, or simply a more open and functional backyard. Unlike a historic structure, this shed has no architectural significance or meaningful age—it's just an old, undersized outbuilding that's outlived its usefulness. Removing it will streamline my property, eliminate an eyesore, and maximize usable yard space without sacrificing anything of value."

The Core Neighborhoods Plan identifies the subject property, located within the Horace Mann Neighborhood, as suitable for single-family residential use.



Planning & Development
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Fargo, North Dakota 58102
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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:

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

Property Owner Information
Name (<i>printed</i>):
Name (<i>printed</i>):
Address:

Contact Person Information (<i>if different than owner</i>)
Name (<i>printed</i>):
Address:

Parcel Information
Historic overlay district of subject property :
Address:
Legal Description (<i>attach separate sheet if more space is needed</i>):

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

Briefly Describe The Proposed Scope of Work

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):	<u>Justin Radtke</u> Date: _____
Representative (Signature):	_____ Date: _____

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ORDINANCE NO. 5286

B. Properties

Appendix A identifies all of the individual properties included in the Oak Grove Neighborhood Historic Overlay District. Each property is described by address, block number, type of building, style of architecture, and year built.

C. Definitions

1. **Historic Neighborhood Structure (HNS)** is a structure that was built within the Historic Overlay District boundaries at the time the original addition(s) was developed. For the purposes of this Historic Overlay, properties built before 1952 are considered a HNS. Houses built after 1952 that are doing exterior renovations should consider Section C.5. (Style) of this ordinance as a guide.
2. **Open Space** is defined in Section 20-1202(43) of the LDC as “an outdoor, unenclosed area, located on the ground or on a roof, balcony, deck, porch or terrace designed and accessible for outdoor living, recreation, pedestrian access or landscaping, but not including roads, parking areas, driveways or other areas intended for vehicular travel”.
3. **Principal Building** refers to the primary structure on a property, i.e., a house or commercial structure.
4. **Accessory Building or Structure** refers to a structure that is subordinate to the principal building, i.e., a garage, shed, or guest house.
5. **Style** is the vocabulary used to classify structures according to their appearance, structure, materials, and historic period. The styles of the Historic Neighborhood Structures within the Oak Grove Neighborhood Historic Overlay District are characterized by:
 - a. Overall scale and relationship of height to width;
 - b. Façade proportions and relationship of solids to voids;

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- c. Window/door size, design, and operation;
- d. Size, shape and proportions of entrances and porches;
- e. Materials, texture, and pattern;
- f. Roof forms;
- g. Orientation, spacing, and site coverage of structures; and
- h. Landscaping, walls, and fences.

Style Reference: A Field Guide to American Houses, Virginia and Lee McAlester, Alfred A. Knopf, Inc., 1984.

D. Certificate of Appropriateness

In accordance with Section 20-0912 of the LDC, no building permit shall be issued for the following until a Certificate of Appropriateness has been reviewed and approved in accordance with said Section 20-0912: (Note: A Certificate of Appropriateness is required only if a building permit is required)

1. Any change to the exterior appearance of any principal building, accessory building or structure. (Note: A Certificate of Appropriateness is not applicable for interior changes)
2. Any new construction of a principal building, accessory building or structure.
3. The demolition of any principal building, accessory building or structure.
4. The moving of any principal building, accessory building or structure.
5. Placement or construction of a sign.

E. Exemptions

1. Post-1952 Structures

With respect to residential structures built after 1952 and before the effective date of this ordinance, said structures shall be exempt from the requirement of obtaining a Certificate of Appropriateness prior to obtaining a building permit for any change to the exterior appearance of any principal building, accessory building, or structure. Owners or permittees of such structures are encouraged to conform with the style elements of this ordinance.

2. Government Agency Owned Property

Any property that is owned by a government agency will be exempt from this ordinance.

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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 LDC, 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 Oak Grove Neighborhood Historic 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 Oak Grove Neighborhood Historic 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 Oak Grove Neighborhood Historic 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 Oak Grove Neighborhood Historic 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.
2. Flat roofs and shed roofs are prohibited, except on porches and where consistent with the roof form of a 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

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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 Oak Grove Neighborhood Historic District.
2. The height of the principal building shall not exceed the overall scale of HNS with a maximum eave height of 25 feet.
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. Excluding 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 LDC, 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

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In conjunction with Section 20-0912.C(2) of the LDC, 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.
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.





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.

26 South Terrace N

1:1,128

5/13/2025 4:22 PM

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

2021 Google Street View:



2022 Google Street View:



Site Photos from applicant:







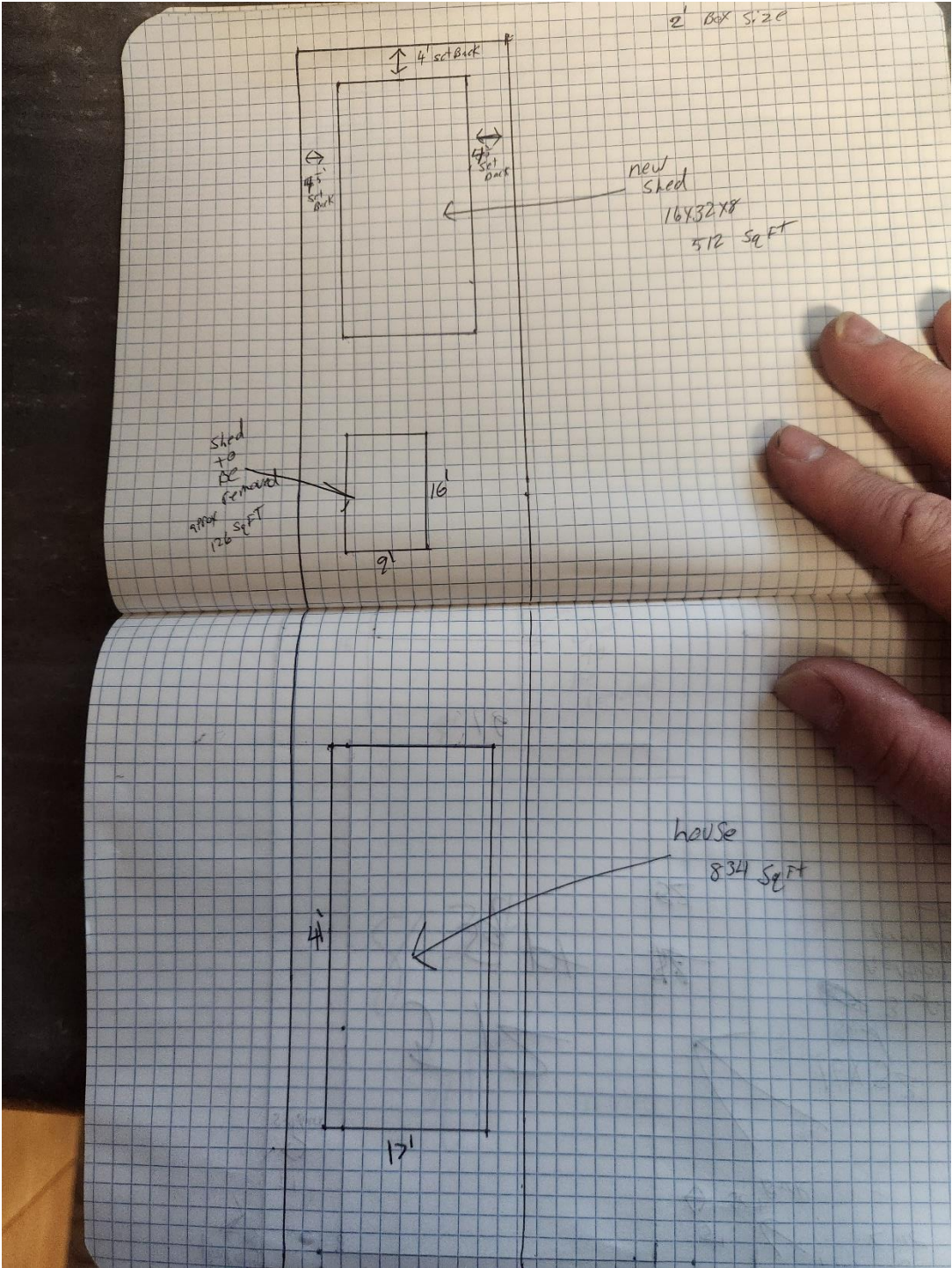
Demolition:







Site Plan:



Shed Screenshots from applicant (to be ordered from **Home Depot**):

Handy Home Products

Professionally Assembled Camden 16 ft. x 32 ft. Outdoor Multi-purpose Wood Storage Shed-Black Shingles (512 sq. ft.)

★★★★★ (26) Questions & Answers (33)



Hover Image to Zoom

Dimensions

Approximate Depth (ft.)	32	Approximate Width (ft.)	16
Assembled Depth (in.)	384 in	Assembled Height (in.)	144 in
Assembled Width (in.)	192 in	Coverage Area (sq. ft.)	512 sq ft
Door Opening Height (In.)	80	Door Opening Width (In.)	96
Exterior Peak Height (ft.)	12 ft	Sidewall Height (in.)	96

Details

Assembly Required	No	Capacity (cu. ft.) - Total	6144 cu ft
Color Family	Beige	Door Type	Double
Features	Double Door, Lockable Door, Loft, Paintable, Shingles included, Vents, Windows	Floor Options	With Floor
Foundation	Foundation Not Included	Included	Floor, Shingles
Manufacturers Recommended Assembly Time (hours)	0	Manufacturers Recommended Tools needed for Assembly	None
Maximum Roof Load	30	Maximum Wind Resistance	90
Number of People Recommended by Manufacturer to Assemble	0	Number of Windows	4
Product Weight (lb.)	5500 lb	Returnable	90-Day

Roof Color Family	Black	Roof Material	Asphalt
Roof Pitch	5/12	Roof Shape	Peak
Shed Type	Wood	Siding Color Family	Unfinished Wood
Storage Capacity (cu. ft.)	6144 cu ft	Style	Traditional