

MEMORANDUM

TO: Historic Preservation Commission

FROM: Maegin Elshaug, Planning Coordinator
Maggie Squyer, Assistant Planner *MS*

DATE: December 8, 2020

RE: Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be a virtual meeting on December 15 at 8:00 a.m. If you are not able to attend, please contact staff at 701.241.1474 or planning@FargoND.gov. Thank you.

HISTORIC PRESERVATION COMMISSION
Tuesday, December 15, 2020, 8:00 a.m.
Virtual Meeting
AGENDA

1. Approval of Minutes – November 17, 2020
2. Historic Overlay District Review
 - a. 917 7th Street South – Chas A Roberts Historic Overlay District
3. Liaison Reports
 - Planning 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
 - a. Review 2021 Historic Preservation Commission meeting calendar
5. Next Meeting – January 19, 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. 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.

**BOARD OF HISTORIC PRESERVATION COMMISSIONERS
MINUTES**

Regular Meeting:

Tuesday, November 17, 2020

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, November 17, 2020.

The Historic Preservation Commissioners present or absent were as follows:

Present: Heather Fischer, Matthew Boreen, Paul Gleye, Jay Nelson

Absent: Christine Kloubec, Mike Dawson, Nathan Larson

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

Item 1: Minutes: Regular Meeting of October 20, 2020

Member Gleye moved the minutes of the October 20, 2020 Historic Preservation Commission meeting be approved. Second by Member Nelson. All Members present voted aye and the motion was declared carried.

Item 2: Oak Grove Neighborhood Historic Overlay District: APPROVED

Planning Coordinator Maegin Elshaug presented the application to initiate a Historic Overlay District in the Oak Grove Neighborhood. She reviewed the packet information and noted staff received seven inquiries, and one letter in opposition that is included in the packet. Ms. Elshaug stated upon Board approval, this item will be presented before the Planning Commission for their recommendation, and to the City Commission for the final decision.

Discussion began regarding how future applicants seeking a building permit are informed about the proposed development standards and exemption information, staffs process for follow-up on approved projects; enforcement of noncompliance violations; and the concerns stated in the letter in opposition.

Ms. Elshaug explained the existing processes that are in place, and will follow-up with the Board after reviewing these processes with the departments and staff involved.

Applicant Carol Pearson addressed the concerns stated in the letter in opposition. Ms. Pearson also acknowledged the other individuals who were part of the survey process and development of the proposal.

Member Gleye addressed the letter in opposition, shared his definition of what a neighborhood is, and highlighted the role the Historic Preservation Commission provides in maintaining the standards outlined for each approved historic overlay district.

Member Gleye moved to recommend approval of the proposed Oak Grove Neighborhood Historic Overlay District as presented. Second by Member Nelson. All Members present voted aye and 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 – December 15, 2020

The time at adjournment was 8:22 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 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 (printed): <u>Ryan McManus</u>
Name (printed): <u>Heather Ranck</u>
Address: <u>917 7th St So.</u>

Contact Person Information (if different than owner)
Name (printed):
Address:

Parcel Information
Historic overlay district of subject property : <u>Hawthorne</u>
Address: <u>917 7th St. So. Fargo 58103</u>
Legal Description (attach separate sheet if more space is needed): <u>Lot 4 & 5, Block U, Chas Addition</u>

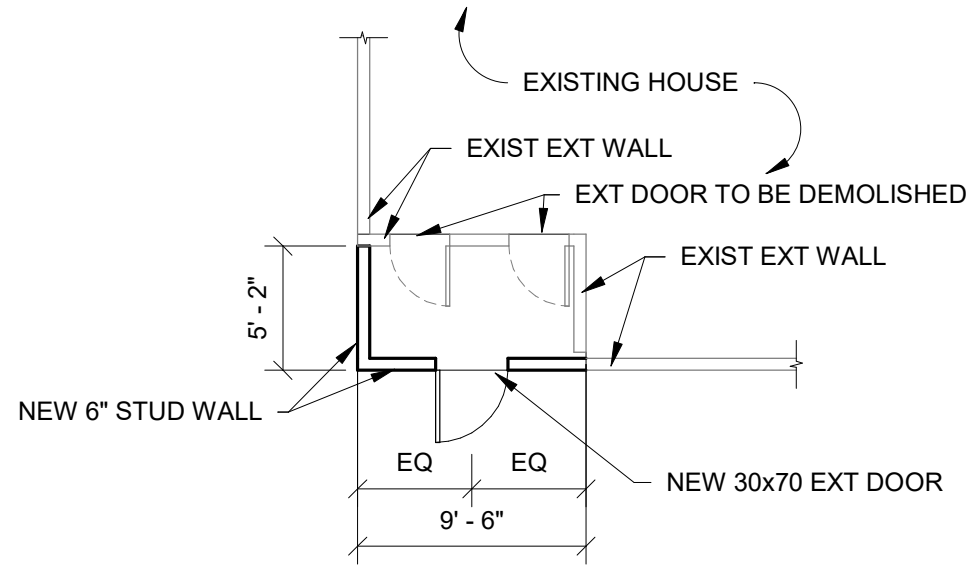
Check each of the following which applies to your project	
<input checked="" type="checkbox"/> Exterior remodel	<input type="checkbox"/> New garage
<input type="checkbox"/> Window replacement	<input type="checkbox"/> New accessory structure (not garage)
<input type="checkbox"/> New dormer	<input type="checkbox"/> 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 checked="" type="checkbox"/> New addition
<input type="checkbox"/> Other: _____	

Briefly Describe The Proposed Scope of Work

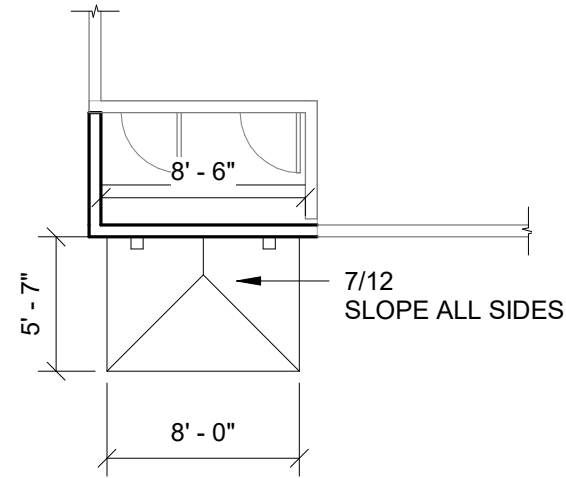
Fill in 6x10 overhang on back side (west) of home. Will use stucco to match existing siding. If that is not an option, will use dryvit/office siding. Canopy over the back door will match the overhang/canopy on front of house. See pics

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.

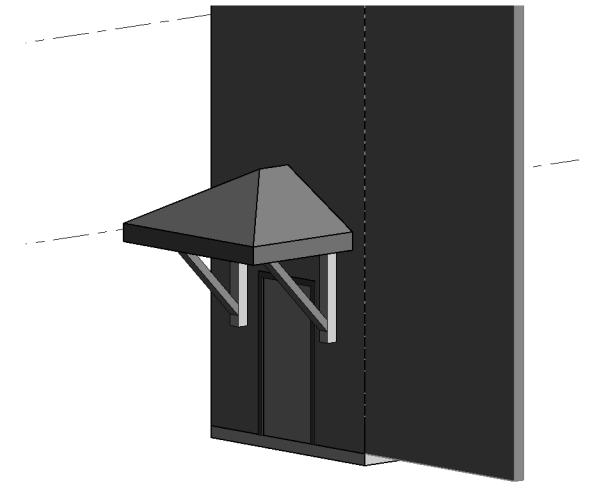
Owner (Signature): Lyn McHanna Date: 11/02/2020
Representative (Signature): Heather A. Rance Date: 11/9/2020



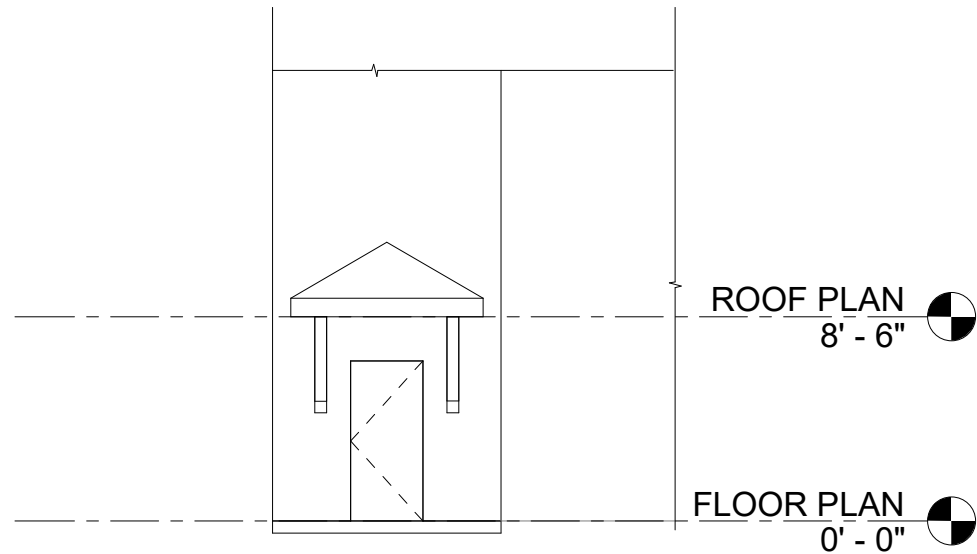
1 FLOOR PLAN
1/8" = 1'-0"



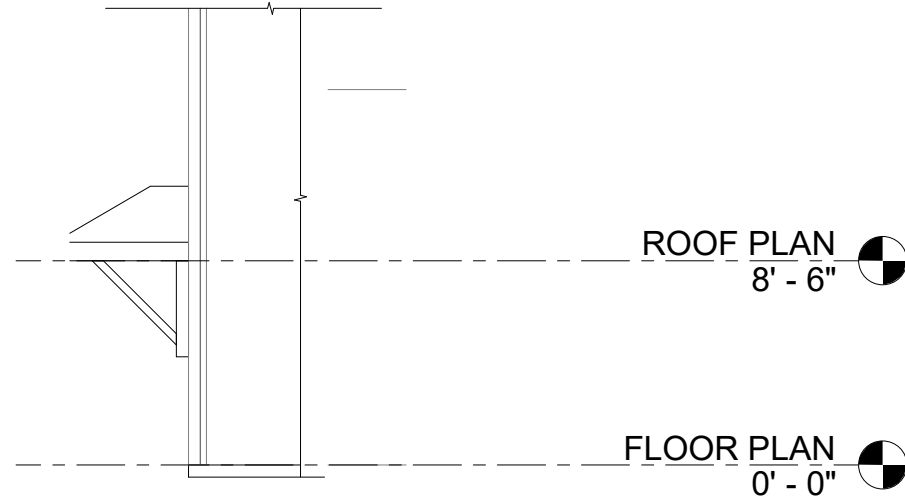
2 ROOF PLAN
1/8" = 1'-0"



4 3D



3 SOUTH ELEVATION
1/8" = 1'-0"



5 EAST ELEVATION
1/8" = 1'-0"

ATTACH PICTURE HERE

Owner
Project Name

No.	Description	Date

PLANS, ELEVATIONS, PICS

Project number	Project Number	S.1
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
		Scale 1/8" = 1'-0"



917



MEMORANDUM

TO: ALL DEPARTMENTS
FROM: ALBERT GIBSON, PLANNING AND DEVELOPMENT DEPARTMENT *AG*
DATE: DECEMBER 1, 2020
SUBJECT: 2021 HISTORIC PRESERVATION COMMISSION MEETING SCHEDULE

Listed below are the Historic Preservation Commission meeting dates for the calendar year 2021.

2021 Meeting Schedule

Historic Preservation Commission Meetings
January 19
February 16
March 16
April 20
May 18
June 15
July 20
August 17
September 21
October 19
November 16
December 21

Historic Preservation Commission meetings will be held the 3rd Tuesday of each month at 8:00 a.m. in the Commission Chambers at City Hall.