



PLANNING AND DEVELOPMENT  
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## MEMORANDUM

TO: Historic Preservation Commission

FROM: Dawn Mayo, Assistant Planner, Community Development  
*Dm*

DATE: July 18, 2016

RE: Historic Preservation Commission Meeting

The next meeting of the Historic Preservation Commission will be held on **Tuesday, July 26**, 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.

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### HISTORIC PRESERVATION COMMISSION Tuesday, July 26, 8:00 a.m. City Commission Room AGENDA

1. Approval of Minutes
2. Erskine's HOD Review – 1201 9<sup>th</sup> St S (Garage)
3. Presentation – Crystal Palace/Melvina Massey
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 – August 16, 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:**

**May 17, 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, May 17, 2016.

The Historic Preservation Commissioners present or absent were as follows:

Present: Andrew Nielsen, Michael Burns, Mike Hahn, Christine Kloubec,  
Heather Fischer, Paul Gleye

Absent: Dirk Ockhardt

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

**Item 1: Minutes: Regular Meeting of April 19, 2016**

Mr. Nielsen moved the minutes of the April 19, 2016 Historic Preservation Commission meeting be approved. Second by Ms. Fischer. All Members present voted aye and the motion was declared carried.

**Item 2: Storefront Rehab/Downtown Grant Review – 1208 1st Ave N:  
APPROVED WITH CONDITIONS**

Assistant Planner Dawn Mayo introduced the proposed project for demolition at 1208 1st Avenue North, noting this project will help to remove some blighted conditions within the downtown area. She stated the City is considering a proposal to use Community Development Block Grant (CDBG) funds for demolition of this property and staff is recommending a finding of "No Historic Properties Affected".

Mike Zimney, The Kilbourne Group, spoke on behalf of the project. He noted there are future plans for a mixed-use, multi-story building in this area.

Board Members discussed concerns regarding the lack of details on the future project plans for this property.

Sheri Fercho, Advertising and Sales with Inspired HOME magazine, expressed her concerns for the future plans of this property in regard to preserving the historical integrity of this area.

Mr. Gleye moved to approve the demolition of the property at 1208 1st Avenue North, subject to the applicant returning at a future date when the Historic Preservation Commission can review the new, proposed project. Second by Mr. Nielsen. Members Fischer, Nielsen, Burns, Gleye, and Hahn voted aye. Member Kloubec voted nay. The motion was declared carried.

**Item 3: Storefront Rehab/Downtown Grant Review – 524 7th St N: APPROVED**

Ms. Mayo introduced the proposed project at 524 7th Street North, noting this façade renovation will include removal of the non-historic entrance canopy, addition of new entrance/lobby area, and addition of a new, taller façade in the entrance area. She stated the City is considering a proposal to use CDBG funds to assist with this façade renovation and staff is recommending a finding of “No Historic Properties Affected”.

Matt Gasper, property owner at 524 7th Street North, and Mike Gunderson, Olaf Anderson Construction, spoke on behalf of the project.

Mr. Nielsen moved to approve the project as presented. Second by Mr. Gleye. All Members present voted aye and the motion was declared carried.

**Item 4: Other Business**

No other business was presented.

**Item 5: Liaison Reports**

Mr. Hahn provided a summary on the purpose and importance of the Renaissance Zone Program and its utilization to encourage economic development and investment opportunities in the downtown business district.

**Item 6: Next Meeting – June 21, 2016**

The time at adjournment was 8:43 a.m.



HISTORIC OVERLAY DISTRICT  
APPLICATION & REVIEW FORM

Property address 1201 9<sup>th</sup> St S Fargo, ND 58103

Legal description of property Lots 12 & 13, Block 99, Erskines Add.

Historic Overlay District where property is located Erskines Addition

Name of Owner Shane + Tricia Erstad Telephone 701-239-9187

Address (if different) \_\_\_\_\_

Application is hereby made by the above-named owner of the subject property for a Certificate of Appropriateness (by the process set forth in §20-0305 and §20-0912 of the Land Development Code).

This form will be reviewed by City of Fargo staff if the proposed work involves **exterior renovation** of a structure which requires a building permit. Photos and plans must accompany this application. If the proposed work is determined to comply with Historic Overlay design standards, a Certificate of Appropriateness will be issued, and a building permit may then be granted. If the proposed work does not obviously conform to the design standards published in the LDC, the Fargo Historic Preservation Commission (HPC) will review the application and make the determination. **Projects that involve demolition or new construction must be reviewed by the HPC.** The HPC meets monthly at 8:00 am on the third Tuesday of the month, in the City Commission Room, City Hall, 200 3<sup>rd</sup> Street N. Applicants (or their contractor) must be present at the meeting. More information on design standards is available at: [www.cityoffargo.com/HistoricOverlayDistricts](http://www.cityoffargo.com/HistoricOverlayDistricts).

Check each of the following which applies to your project:

- |   |   |
|---|---|
| <input type="checkbox"/> Exterior remodel                 | <input checked="" 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"/> Other _____                          |
| <input type="checkbox"/> New addition                     |   |

Briefly describe the proposed work:

Demolish existing single stall detached garage and  
rebuild double stall detached garage with the  
same design and siding. We will have 2 garage  
doors that are 8' x 7'. ✓

Tricia Erstad  
Signature of Owner

7-8-2016  
Date

Return application to: Fargo Planning and Development Department, 200 North 3<sup>rd</sup> Street, Fargo, ND 58102  
Telephone: (701) 241-1474, Fax: (701) 241-1526

Office use only: Staff Contact Person \_\_\_\_\_

Staff Recommendation \_\_\_\_\_

Date \_\_\_\_\_

June 23 2016

Shane/Tricia Erstad  
1201 9<sup>th</sup> St S  
Fargo ND 58103

## PROPOSAL

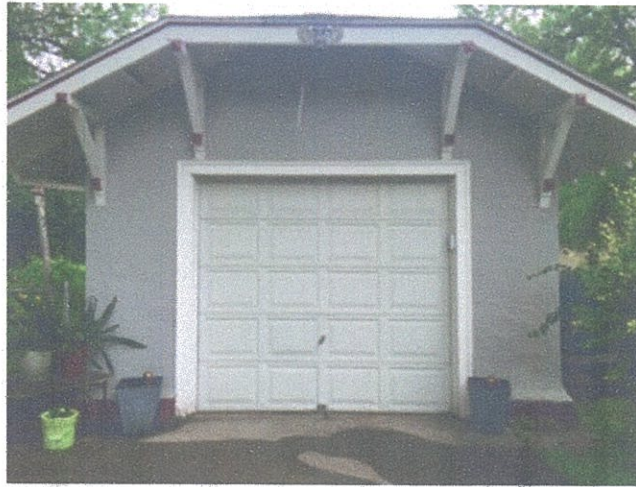
T.L. Horton Contracting, a licensed ND General Contractor, offers to construct a detached garage as follows:

- 22' x28' detached double garage
- Steel reinforced #4000 PSI concrete slab on grade with 12" thickened edge
- 10' high 2x4 sidewalls
- 1/2" plywood sheathing
- 8' interior ceiling height, clear span parallel chord truss ceiling framing
- Engineered scissor truss roof frame 6/12 pitch, 1/2" OSB roof sheathing
- #240 asphalt seal tab shingles, Ice and water barrier, starter strip, metal drip edge and standard roofing techniques
- Gutter along rake eaves
- Open cornice to match current garage and house detail with bead board open soffit
- Concrete stucco exterior finish
- 2 24"x48" vinyl double hung windows
- 1 3-0" steel service door
- 2 8' x7' steel overhead garage doors with openers
- Electric service 1 110v perimeter and two overhead lights using existing feed if serviceable
- Replace existing drive with new concrete paving garage to alley. Additional concrete paving at customers request \$5.00 sq ft
- No sheetrock or exterior painting
- Pull down stair to upstairs storage included

## Current State

Single Stall Detached Garage  
With Dutch Line Roof and Stucco Siding  
Open Cornice, detailing and bead board open soffit

18'½' deep  
Growing to 28' deep



15 feet wide

Growing to 22 feet

## Future State

Exactly the same  
except larger and  
2 doors instead of 1

Open Cornice, detailing  
will either be reused or  
recreated to match  
Current design.







1201

1205