



Planning Commission Staff Report

To: City of Fergus Falls Planning Commission
Respectfully Submitted: Klara Beck, Community Development Manager
Date: January 17, 2024
Subject: F-2024-1

REQUESTED ACTION

Recommend approval of a final plat for a two-lot subdivision of Timber Cove Addition at 1151 Friberg Avenue as requested by the Fergus Falls Housing and Redevelopment Authority.

GENERAL INFORMATION

Applicant	Housing and Redevelopment Authority of Fergus Falls	Application Received	December 18, 2023
Property Owner	Housing and Redevelopment Authority of Fergus Falls DBA GARITZ GROVE LLC	PC Meeting to be held	January 22, 2024
Address	1151 Friberg Ave, Fergus Falls MN 56537 1161 Friberg Ave, Fergus Falls MN 56537	City Council Meeting	February 5, 2024
Parcel Number(s)	71002992140000 & 71002992141000	60 Day Expiration	February 16, 2024
Zoning	R-4		

BACKGROUND

Proposed Project

Early in 2019, Deb Sjostrom and Margaret Williams from Otter Tail County Human Services organized a meeting to discuss housing needs in Otter Tail County for residents experiencing mental illness/mental health crisis and substance abuse which can lead to evictions and homelessness. A group of local service providers began meeting regularly to discuss program coordination and needs of residents. Fergus Falls HRA partnered with Beyond Shelter early in 2020 to discuss a future development. A needs analysis for Permanent Supportive Housing was completed in April 2020 and the results provided needed direction for the size and location of a building. A successful application to Minnesota Housing and the Federal Home Loan Bank resulted in the funding for the project. Garitz Grove, a new 24-unit Permanent Supportive Housing project, will begin accepting residents early in 2024.

Site Information & Current Conditions

An application for a preliminary plat was submitted to the City of Fergus Falls by the Fergus Falls Housing and Redevelopment Authority (HRA) on May 28, 2021, to plat 1 parcel of land located at 1151 Friberg Avenue for a 24-unit multi-family structure for the purpose of permanent supportive housing. The property being platted is zoned R-4 (Multiple-Family Residence

District). The original parcel is 3.68 acres and includes the existing floorplan of the office of the HRA, associated driveway and parking lot for the office, and a gravel trail. The plat subdivides the existing parcel into two parcels. Parcel 71002992140000 now houses the HRA office. Parcel 71002992141000 (1161 Friberg Ave) contains the footprint of the multi-family structure now known as Garitz Grove.

A public hearing on the preliminary plat was conducted at the June 28, 2021, meeting of the Planning Commission. Comments on the preliminary plat were sought from staff in the Engineering Department and the Fire Department, and a copy of the public notice was also sent to the local office of the Minnesota Department of Natural Resources. Engineering stated that access to Friberg Avenue needs to be limited to one curb cut. The Fire Department stated the proposed parking lot configuration on Lot 2 was acceptable if the building was fully sprinklered (it is).

The Planning Commission voted to recommend approval of the preliminary plat to the City Council with the following condition: That the applicant shall work with the Engineering Department to resolve concerns with the proposed driveway on 71002992141000 connecting the parking lot and Friberg Avenue.

Since the meeting on June 28, 2021, Moore Engineering worked with the applicant and the City of Fergus Falls to prepare a final plat for review. The proposed driveway on Lot 2 connecting the parking lot to Friberg Avenue via the area on the plat marked "Existing Curb Cut/Access" was removed. The final plat also includes the location of a stormwater easement area and a bump-out for a shelter/ bike rack that was added to the site design but not considered in the preliminary plat.

Per MN Statutes 462.358 Subd. 3b, "Following preliminary approval, the applicant may request final approval by the municipality, and upon such request the municipality shall certify final approval within 60 days if the applicant has complied with all conditions and requirements of applicable regulations and all conditions and requirements upon which the preliminary approval is expressly conditioned either through performance or the execution of appropriate agreements assuring performance."

Adjacent Zoning

Adjacent Zoning is R-1 and R-4.

Adjacent Uses

Adjacent uses include the Fergus Falls Area Family YMCA, multi-family housing, HRA offices, and a church.

PROPOSED FINDINGS

§154.219 of the City Code states that plats shall be approved by the Planning Commission and the City Council as having fulfilled the requirements of the Subdivisions subchapter (§154.215 – §154.236). The following findings address these requirements.

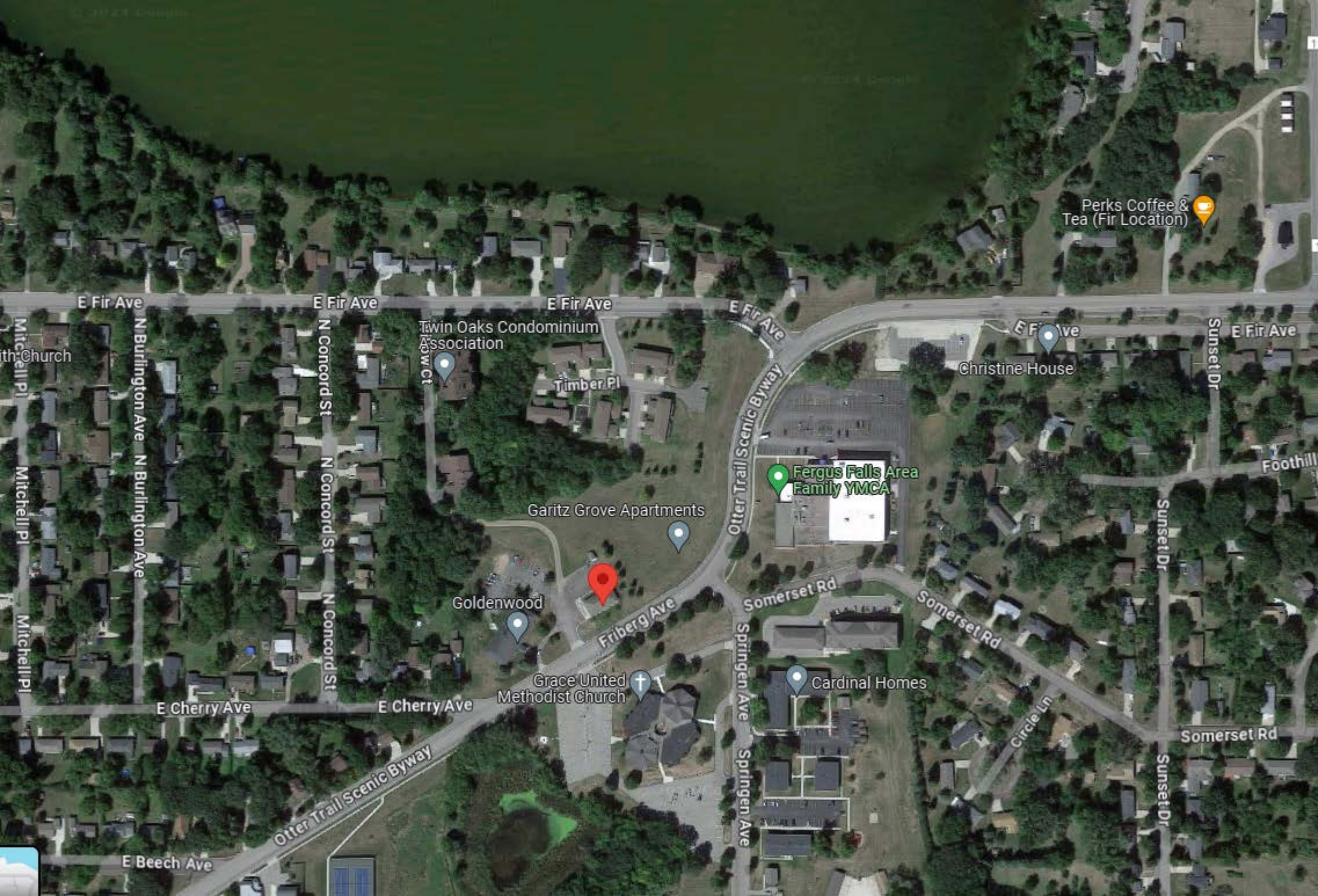
1. The final plat contains the required information of the subdivision ordinance. [§154.226]
The Community Development Manager and Engineering Department reviewed the plat and find it contains the technical information required. Criteria met.
2. The final plat complies with any modifications and/or conditions required by the City Council as part of preliminary plat approval.
The preliminary plat contained an unapproved curb cut, which has been removed in the final plat. The final plat also includes additional square footage for a shelter/ bike rack and indicates a stormwater easement area. Criteria met.
3. The final plat conforms to the subdivision ordinance requirements and underlying zoning district(s) requirements as it relates to lots, blocks, streets and alleys. [§154.227 - §154.229]
The plat meets all the requirements for a final plat for the R-4 zone, which includes requirements for multi-family housing. Criteria met.
4. The area to be subdivided is serviced by the required infrastructure improvements as defined in §154.232(B).
Public water and sanitary sewer exist within the plat area. The plat, utilities and easements have been reviewed by the city engineer and have been deemed acceptable at this time. Criteria met.
5. The subdivision is suitable for the proposed use and will not be detrimental to health, safety, and general welfare of future residents or the community. [§154.220]
The configuration of the new multi-family building is harmonious with the adjacent multi-family housing also built and managed by the HRA. Criteria met.

RECOMMENDED ACTION

Recommend approval without changes or conditions of a final plat for a two-lot subdivision of Timber Cove Addition at 1151 Friberg Avenue as requested by the Fergus Falls Housing and Redevelopment Authority.

ATTACHMENTS

1. Context Map
2. Zoning Map
3. Preliminary Plat
4. Application & Supporting Materials



Perks Coffee & Tea (Fir Location)

Fergus Falls Area Family YMCA

Garitz Grove Apartments

Goldenwood

Grace United Methodist Church

Cardinal Homes

Christine House

Twin Oaks Condominium Association

Timber Pl

Foothill

Somerset Rd

E Fir Ave

E Fir Ave

E Fir Ave

E Fir Ave

E Fir Ave

E Fir Ave

E Cherry Ave

E Cherry Ave

E Beech Ave

Otter Trail Scenic Byway

Somerset Rd

Somerset Rd

Springen Ave

Friberg Ave

N Concord St

N Concord St

N Concord St

N Burlington Ave

N Burlington Ave

Mitchell Pl

Mitchell Pl

Mitchell Pl

Sunset Dr

Sunset Dr

Sunset Dr



1:3,600

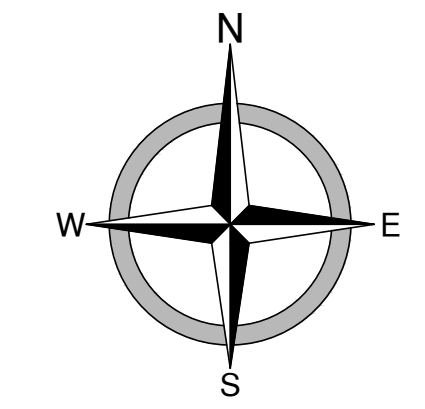
1151 Friberg Ave Zoning Map

This map has been compiled from information on file at the City of Fergus Falls Engineering Department. The City of Fergus Falls makes no representation and assumes no liability for errors, omissions, or inaccuracies contained on this map. This map should not be used for boundary survey information.

FILE LOCATION: R:\Projects\210001218001\218001\SURVEY\DRAWINGS\21800 Prelim Plat.dwg

CERTIFICATE OF SURVEY

PART OF TRACT B
 REGISTERED LAND SURVEY No. 7
 IN THE NW 1/4-NE 1/4
 SECTION 35-133-43
 CITY OF FERGUS FALLS
 OTTER TAIL COUNTY, MINNESOTA



0 30
 Scale in Feet

BASIS OF BEARING: REGISTERED
 LAND SURVEY No. 7

LEGEND

- IRON MONUMENT SET AND MARKED WITH LAND SURVEYOR NO. 43807
- FOUND IRON MONUMENT
- ⊙ FLAG POLE
- ⊙ GAS METER
- ⊙ POWER POLE
- ⊙ LIGHT POLE
- ⊙ AIR CONDENSER
- ⊙ ELECTRICAL PEDESTAL
- ⊙ UTILITY PEDESTAL
- ⊙ COMMUNICATION MANHOLE
- ⊙ SANITARY SEWER MANHOLE
- ⊙ SANITARY SEWER CLEAN OUT
- ⊙ HYDRANT
- ⊙ GATE VALVE
- ⊙ CURB STOP
- ⊙ STORM SEWER MANHOLE
- ⊙ CATCH BASIN
- - - - - CONTOUR LINE
- - - - - EDGE OF TREES
- - - - - GAS MAIN LINE
- - - - - ELECTRICAL LINE
- - - - - FIBER OPTIC LINE
- - - - - SANITARY SEWER LINE
- - - - - WATER MAIN LINE
- - - - - STORM SEWER LINE
- [Hatched Box] BUILDING
- [Dotted Box] BITUMINOUS
- [Stippled Box] CONCRETE
- [Cross-hatched Box] GRAVEL
- [Patterned Box] LANDSCAPING
- [Star Symbol] DECIDUOUS TREE
- [Sun Symbol] CONIFEROUS TREE

CERTIFICATION
 I hereby certify that this survey, specification, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Christopher D. Hoyer
 Christopher D. Hoyer, Minnesota License No. 43807
 Date signed: May 26, 2021

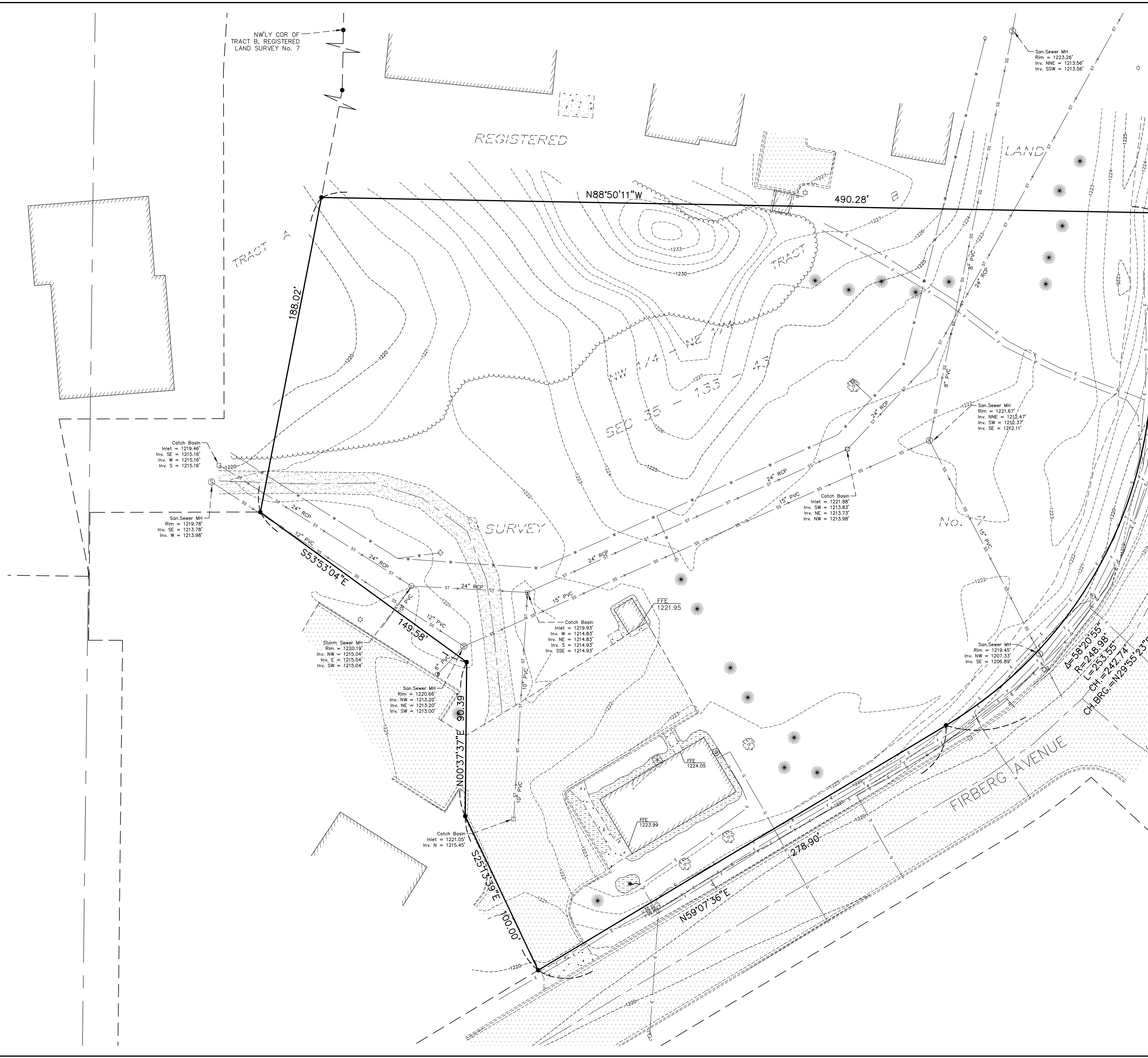
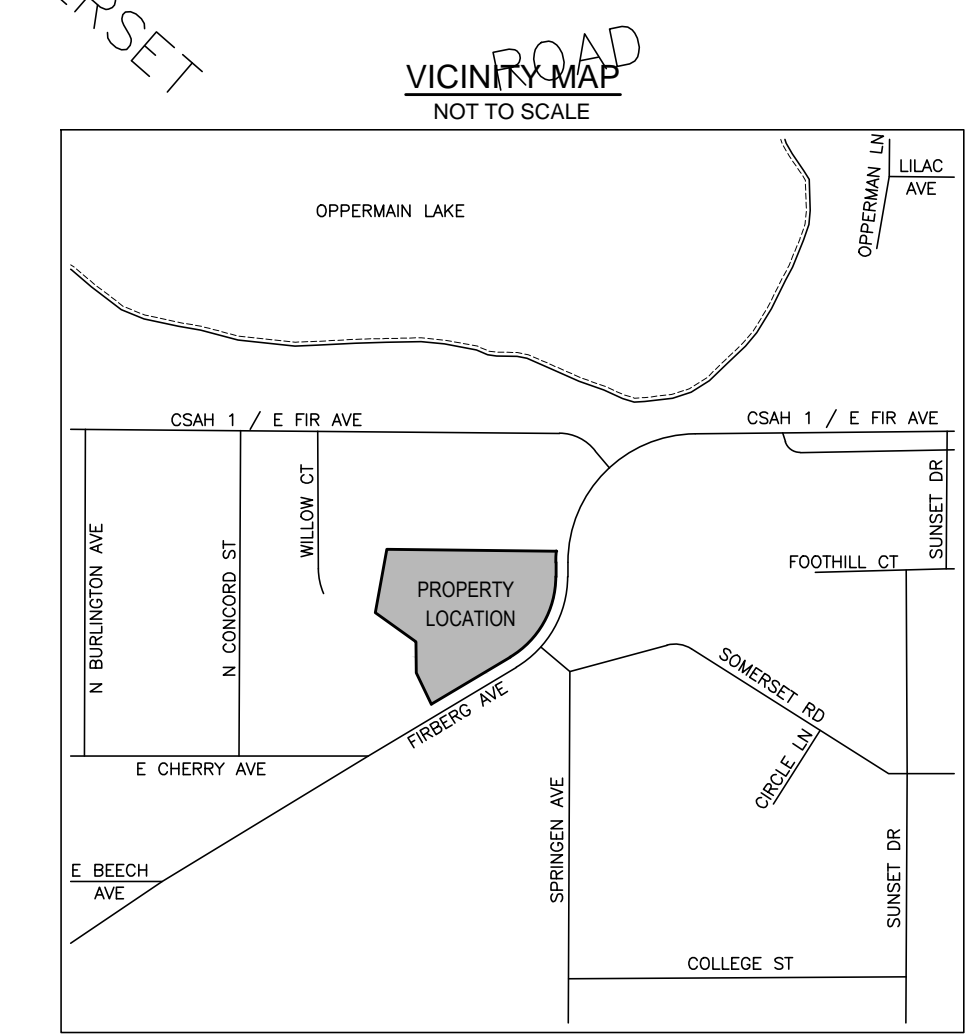
CERTIFICATE OF SURVEY

CLIENT: FERGUS FALLS HRA
 MIKEL OLSON
 1151 FRIBERG AVE
 FERGUS FALLS, MN

SURVEYED PROPERTY ADDRESS:
 1151 FRIBERG AVE
 FERGUS FALLS, MN

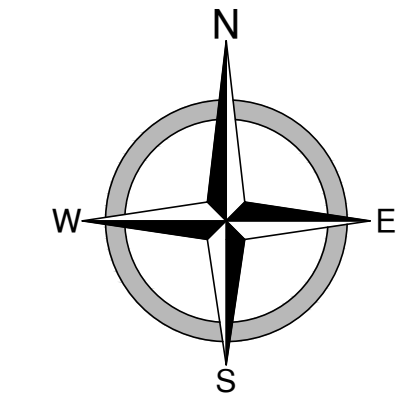


DRAWN ON: 05.25.21 PROJECT NO. 21800
 DRAWN BY: LFB
 CHECKED BY: CDH
 PROJECT MANAGER: CDH
 FIELD BOOK: V-101
 PAGE: --
 DATE OF FIELDWORK: 03.25.21
 REVISED: -- SHEET 1 OF 1



PRELIMINARY PLAT OF TIMBER COVE ADDITION

PART OF TRACT B
REGISTERED LAND SURVEY No. 7
IN THE NW 1/4-NE 1/4
SECTION 35-133-43
PARCEL ID NO. 71002991637000
CITY OF FERGUS FALLS
OTTER TAIL COUNTY, MINNESOTA



Scale in Feet
0 30

BASIS OF BEARING: REGISTERED
LAND SURVEY No. 7
DATE PREPARED: 5/18/21

LEGEND

- IRON MONUMENT SET AND MARKED WITH LAND SURVEYOR NO. 43807
- FOUND IRON MONUMENT
- SETBACK LINE
- FUTURE BUILDING
- FUTURE PARKING/ROAD

PROPERTY ZONING: R-4

LOT 1
LOT AREA: 100,155 sq.ft.
EXISTING BUILDINGS: 2839 sq.ft.
BUILDING COVERAGE: 3%

LOT 2
LOT AREA: 60,356 sq.ft.
PROPOSED BUILDING: 9000 sq.ft.
24 UNITS/3 STORY STRUCTURE
BUILDING COVERAGE: 15%
SQ FEET REQUIRED PER UNIT: 2200 (300 SQ.FT. ALLOWANCE PROPERTY ON THOROUGHFARE)
24*2200=52,800 sq.ft. MINIMUM LOT AREA REQUIRED
FLOOR AREA RATIO: 9000/60,356 = 0.45
PROPOSED PARKING STALLS: 24UNITS*1.5=36 STALLS

TOTAL PLAT AREA: 3.685 ACRES
ADDRESS: 1151 FIRBERG AVE

TRACT DESCRIPTION:

All that part of Tract B, REGISTERED LAND SURVEY NO. 7, on file and of record in the Office of the Registrar, Otter Tail County, Minnesota lying southerly of the following described line:

Commencing at the northwest corner of said Tract B; thence South 01 degree 09 minutes 49 seconds West, record bearing, along the westerly line of said Tract B for a distance of 150.00 feet; thence South 11 degrees 05 minutes 47 seconds West along said westerly line for a distance of 152.28 feet to the point of beginning of the line to be described; thence South 88 degrees 50 minutes 11 seconds East for a distance of 490.28 feet to the easterly line of said Tract B and said line there terminates, containing 160,511 square feet, more or less.

VICINITY MAP NOT TO SCALE



CERTIFICATION

I hereby certify that this survey, specification, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

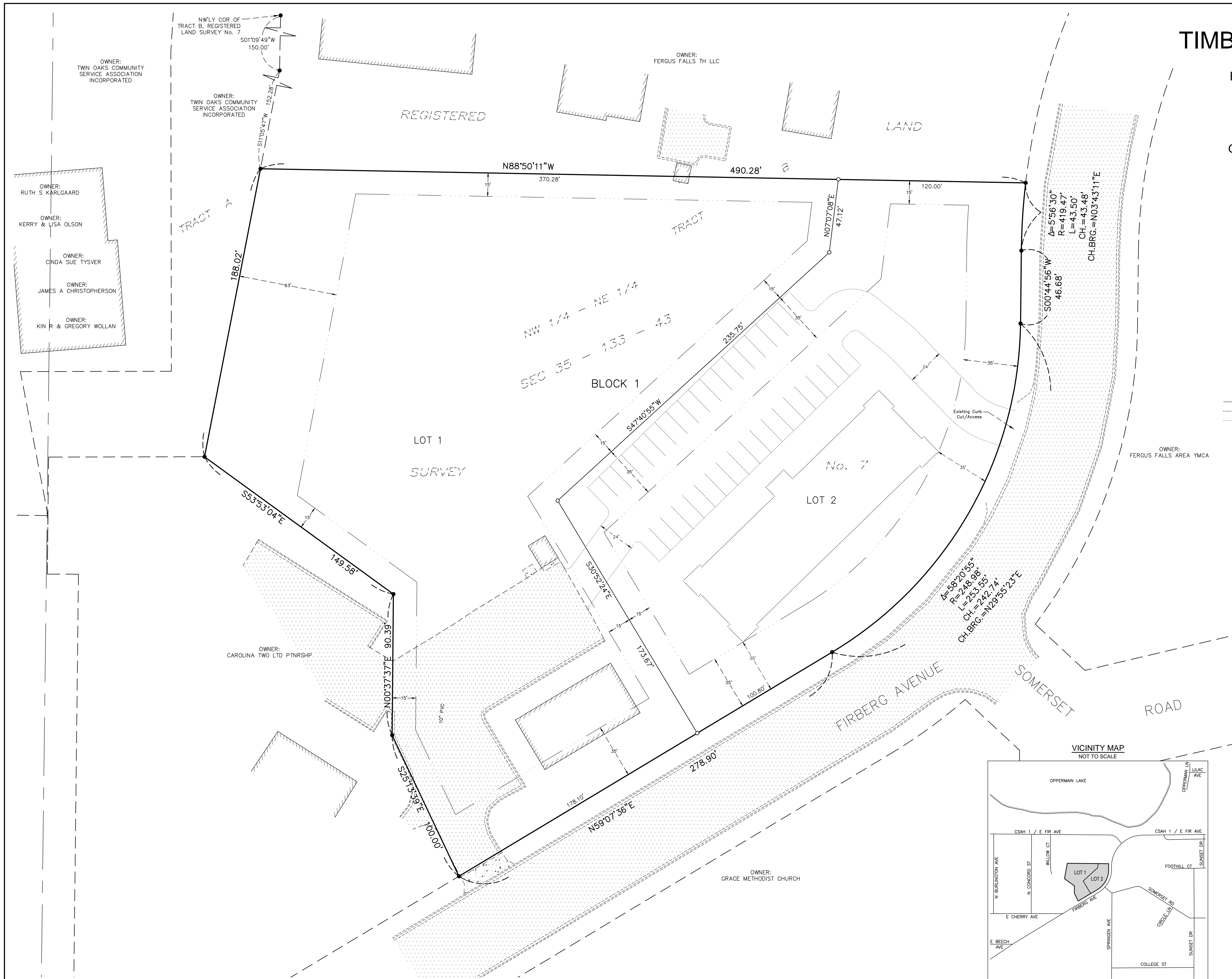
Christopher D. Heyer
Christopher D. Heyer, Minnesota License No. 43807

Date signed: May 26, 2021

SURVEYOR: Chris Heyer
Moore Engineering, Inc
1808 E. Fir Ave.
Fergus Falls, MN

DEVELOPER: Fergus Falls HRA
Mikel Olson - Executive Director
1151 Friberg Ave
Fergus Falls, MN

M moore
engineering, inc.
PROJ. NO.
21800
SHEET 1 OF 1



OWNER:
TWIN OAKS COMMUNITY
SERVICE ASSOCIATION
INCORPORATED

OWNER:
TWIN OAKS COMMUNITY
SERVICE ASSOCIATION
INCORPORATED

OWNER:
FERGUS FALLS TH LLC

OWNER:
RUTH S KARLGAARD

OWNER:
KERRY & LISA OLSON

OWNER:
CINDA SUE TYSVER

OWNER:
JAMES A CHRISTOPHERSON

OWNER:
KIN R & GREGORY WOLLAN

OWNER:
CAROLINA TWO LTD PTNRSHP

OWNER:
GRACE METHODIST CHURCH

OWNER:
FERGUS FALLS AREA YMCA

PRELIMINARY PLAN NOT FOR CONSTRUCTION

24 - PLEX FERGUS FALLS, MN

ARCHITECTURAL (11x17 SHEETS)

- A-0 COVER SHEET
- A-1 SITE PLAN
- A-2 EXTERIOR ELEVATIONS
- A-3 FLOOR PLANS
- A-4 UNIT PLAN TYPE 'A'
- A-5 UNIT PLAN TYPE 'B'
- A-6 UNIT PLAN TYPE 'B CORNER'
- A-7 CROSS SECTION

CONTACT INFORMATION

ARCHITECT
 PRAIRIE DESIGN STUDIO
 601 SHEYENNE ST., HORACE, ND 58047
 PHONE: (701) 282-2850
 PROJECT MANAGER: CHELSEY JOHNSON

PROJECT INFORMATION

GENERAL	NEW CONSTRUCTION OF 24 APARTMENT UNITS AND 1ST FLOOR OFFICE SPACE. WOOD CONSTRUCTION.
CONSTRUCTION TYPE	TYPE V - A
OCCUPANCY	APARTMENT 'R-2' AND OFFICE SPACE 'B'
SPRINKLERED	YES
TABULAR BUILDING AREA PER FLOOR	'B' - 18,000 S.F. 'R-2' - 12,000 S.F.
ALLOWABLE AREA INCREASES	
AREA INCREASE DUE TO FRONTAGE	If = (314/494)30/30 If = 64%
AREA INCREASE DUE TO SPRINKLER PROTECTION	Is = 200%
2015 MN BUILDING CODE EQ. 5-1 A _a = A _t + [A _t X If] + [A _t X Is]	A _a = 18,000 + [18,000 X 0.64] + [18,000 X 2] A_a FOR 'B' = 65,520 S.F. PER STORY A _a = 12,000 + [12,000 X 0.64] + [12,000 X 2] A_a FOR 'R-2' = 43,680 S.F. PER STORY
TOTAL BUILDING SQUARE FOOTAGE	1ST FLOOR 'B': 9,174 (14% OF ALLOWED) 2ND FLOOR 'R-2': 9,258 (22% OF ALLOWED) 3RD FLOOR 'R-2': 9,258 (22% OF ALLOWED) TOTAL BUILDING AREA 27,690 S.F.
MAX. NO. OF STORIES	3 (4 IF AUTOMATIC SPRINKLER SYSTEM)
ACTUAL NO. OF STORIES	3
ALLOWABLE HEIGHT ABOVE GRADE	50' (60' IF AUTOMATIC SPRINKLER SYSTEM)
ACTUAL HEIGHT	38'
AREA SEPARATIONS	NO
OCCUPANCY SEPARATIONS	YES - 1 HOUR BETWEEN 'B' AND 'R-2'
CORRIDOR RATING	'B' NO RATING REQUIRED 'R-2' 1/2 HOUR

DATE	03 - 31 - 20
PROJECT NO.	181801
COMPUTER NO.	181801P1
DRAWN BY	CMJ

REVISIONS	DATE

DATE _____ REG. NO. _____
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR CONTRACT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.








PRAIRIE DESIGN STUDIO
 601 SHEYENNE ST., HORACE, ND 58047 / 701-282-2850

24 - PLEX
 FERGUS FALLS, MN

FERGUS FALLS HOUSING AUTHORITY
 FERGUS FALLS, MN

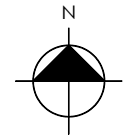
A-0

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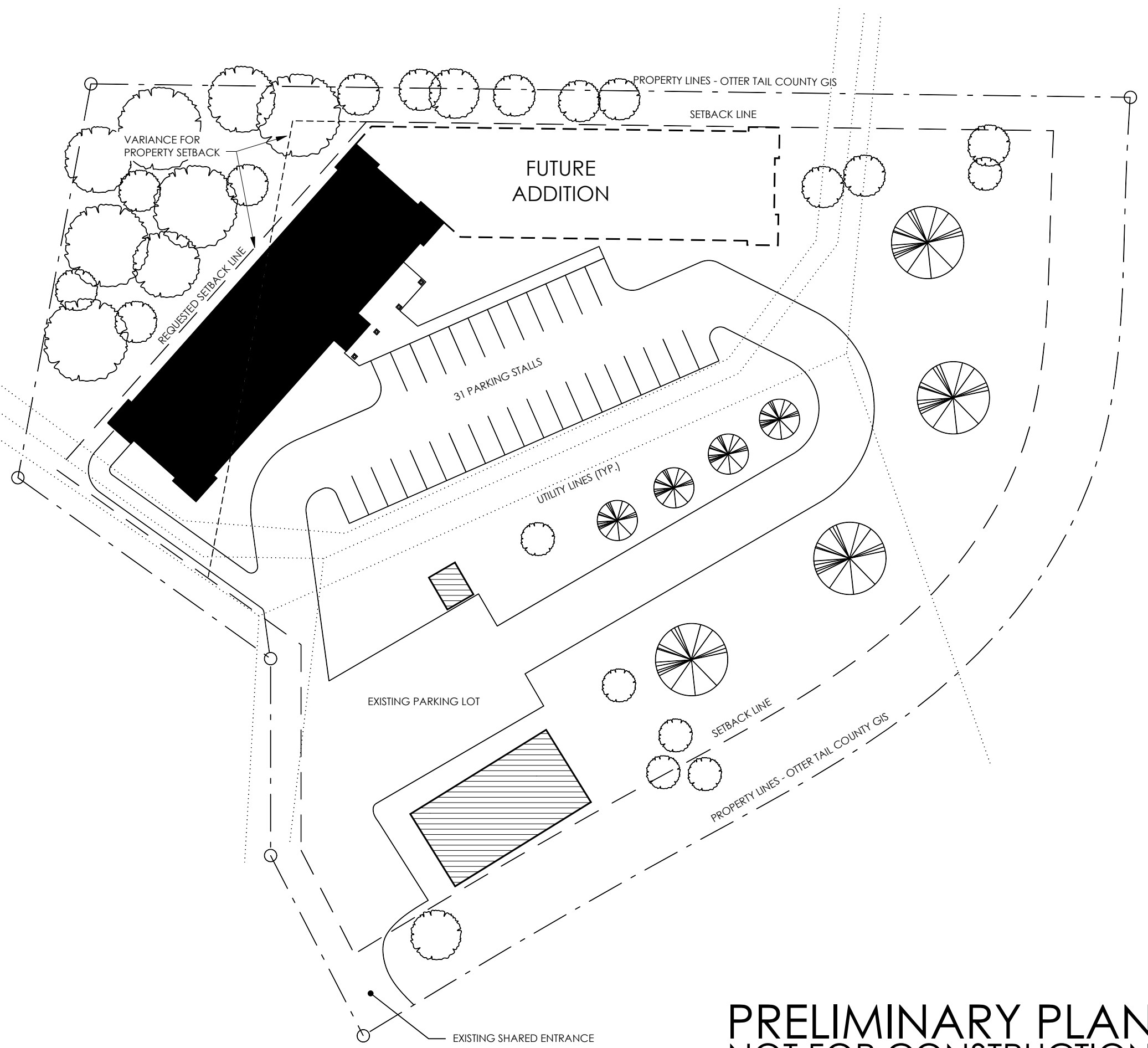
KEY	
	PROPERTY LINE
	SETBACK LINE
	UTILITY LINE
	EXISTING STRUCTURE
	PROPOSED STRUCTURE
	EXISTING TREE
	NEW TREE

SITE LAYOUT

1" = 50'-0"



DISCLAIMER:
 THE INFORMATION ON THE SITE PLAN WAS TAKEN FROM THE WEB. PRAIRIE DESIGN DOES NOT TAKE RESPONSIBILITY FOR THE ACCURACY OF THIS INFORMATION. THESE DRAWINGS ARE FOR PRELIMINARY PLANNING PURPOSES AND A CIVIL ENGINEER MUST BE HIRED TO COMPLETE THE PROJECT.



PRELIMINARY PLAN NOT FOR CONSTRUCTION

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PROJECT NO.	181801
COMPUTER NO.	181801P1
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REVISIONS	DATE

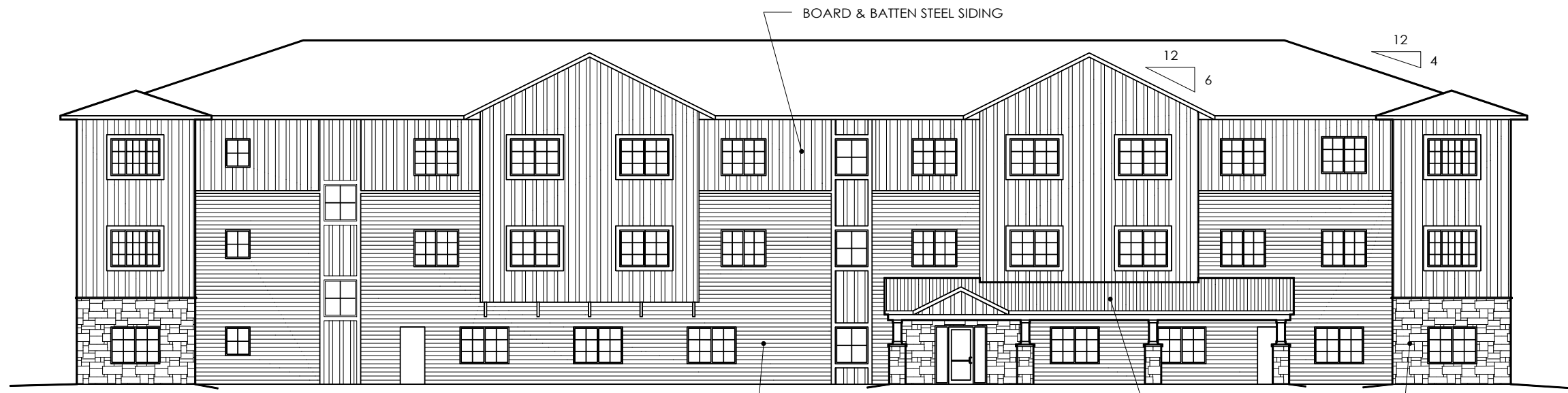
HEREBY CERTIFYING THAT THE DESIGNATION OR TITLE OF THE ARCHITECT IS IN COMPLIANCE WITH THE REQUIREMENTS OF THE ARCHITECTURE ACT AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: _____ REG. NO. _____

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FERGUS FALLS HOUSING AUTHORITY
 FERGUS FALLS, MN

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SOUTH ELEVATION

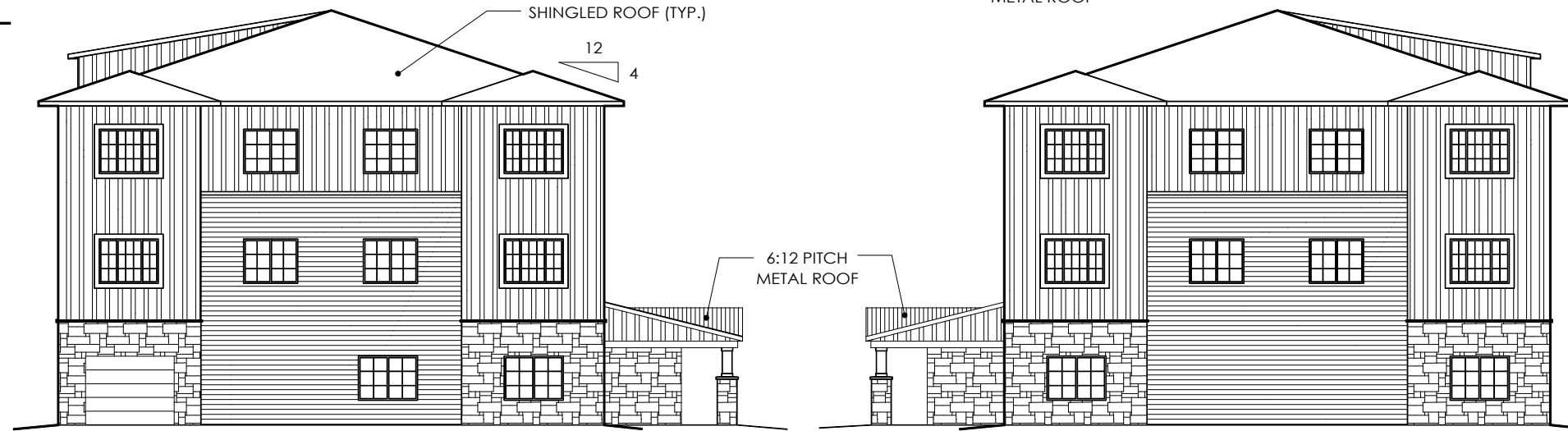
1" = 16'-0"

BOARD & BATTEN STEEL SIDING

SEAMLESS STEEL LAP SIDING

3:12 PITCH METAL ROOF

STONE VENEER



WEST ELEVATION

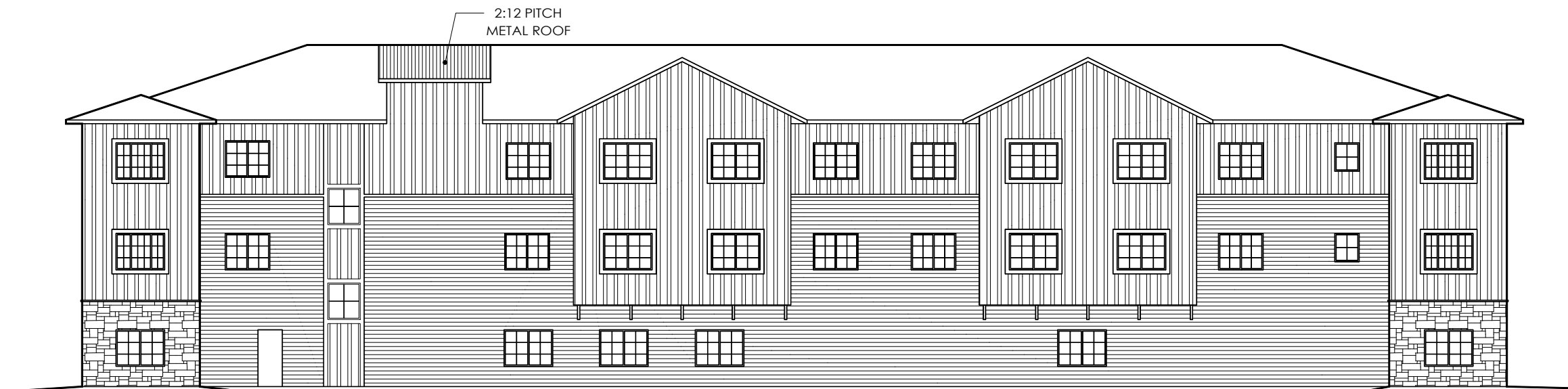
1" = 16'-0"

EAST ELEVATION

1" = 16'-0"

SHINGLED ROOF (TYP.)

6:12 PITCH METAL ROOF



NORTH ELEVATION

1" = 16'-0"

2:12 PITCH METAL ROOF

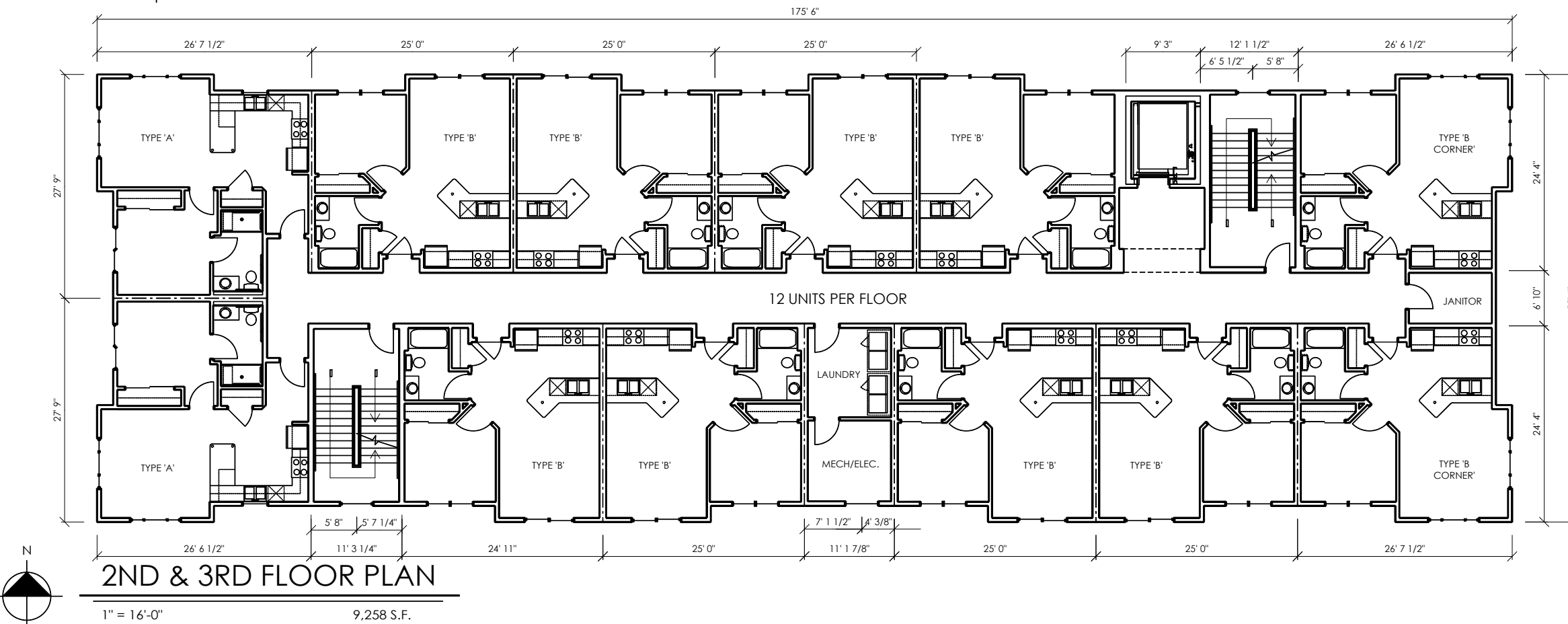
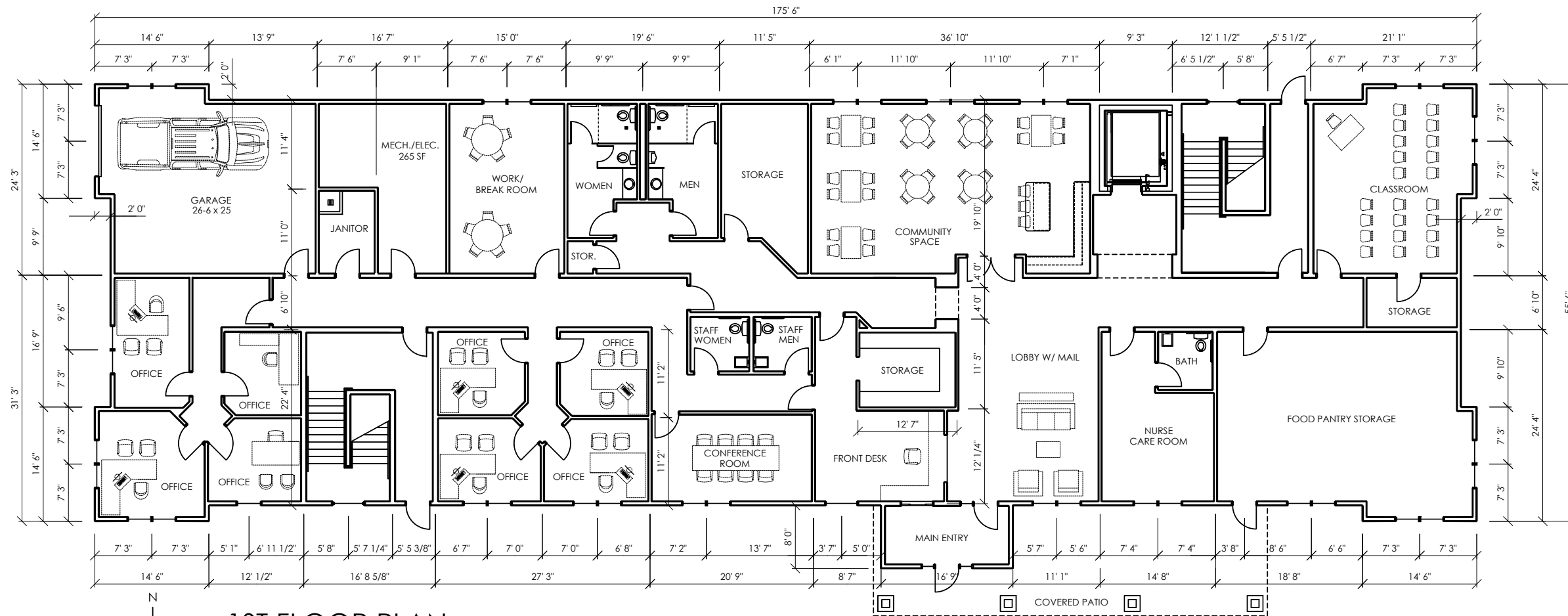
DATE	04 - 22 - 20
PROJECT NO.	181801
COMPUTER NO.	181801P1
DRAWN BY	CMJ
REVISIONS	
DATE	

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PRELIMINARY PLAN
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DATE	04 - 22 - 20
PROJECT NO.	181801
COMPUTER NO.	181801P1
DRAWN BY	CMJ

REVISIONS	
DATE	

HEREBY CERTIFY THAT I AM THE DESIGNER, ARCHITECT, ENGINEER, ARCHITECTURAL FIRM, OR OTHER PROFESSIONAL PERSON WHOSE LICENSED SUPERVISION AND SEAL ARE REQUIRED BY LAW TO EXECUTE THIS PROJECT AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

NAME: STOKES REG. NO. 18222856

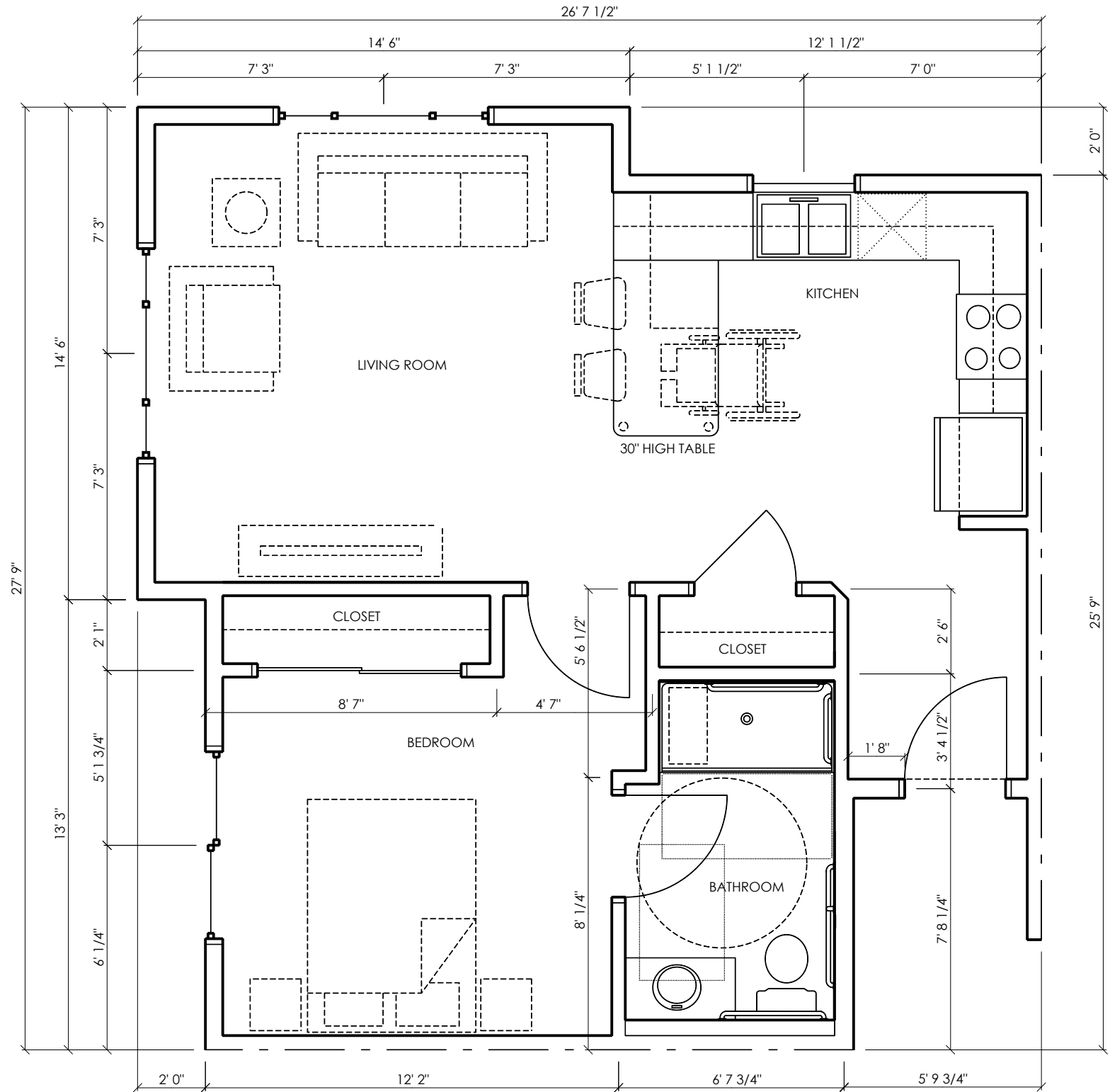
PRAIRIE DESIGN
STUDIO
601 SHEYENNE ST., HORACE, ND 58047 / 701-822-2856

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FERGUS FALLS, MN

FERGUS FALLS HOUSING AUTHORITY
FERGUS FALLS, MN

A-3

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UNIT TYPE 'A'

1/4" = 1'-0" 643 S.F.

**PRELIMINARY PLAN
NOT FOR CONSTRUCTION**

DATE	04 - 29 - 20
PROJECT NO.	181801
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DRAWN BY	CMJ

REVISIONS	DATE

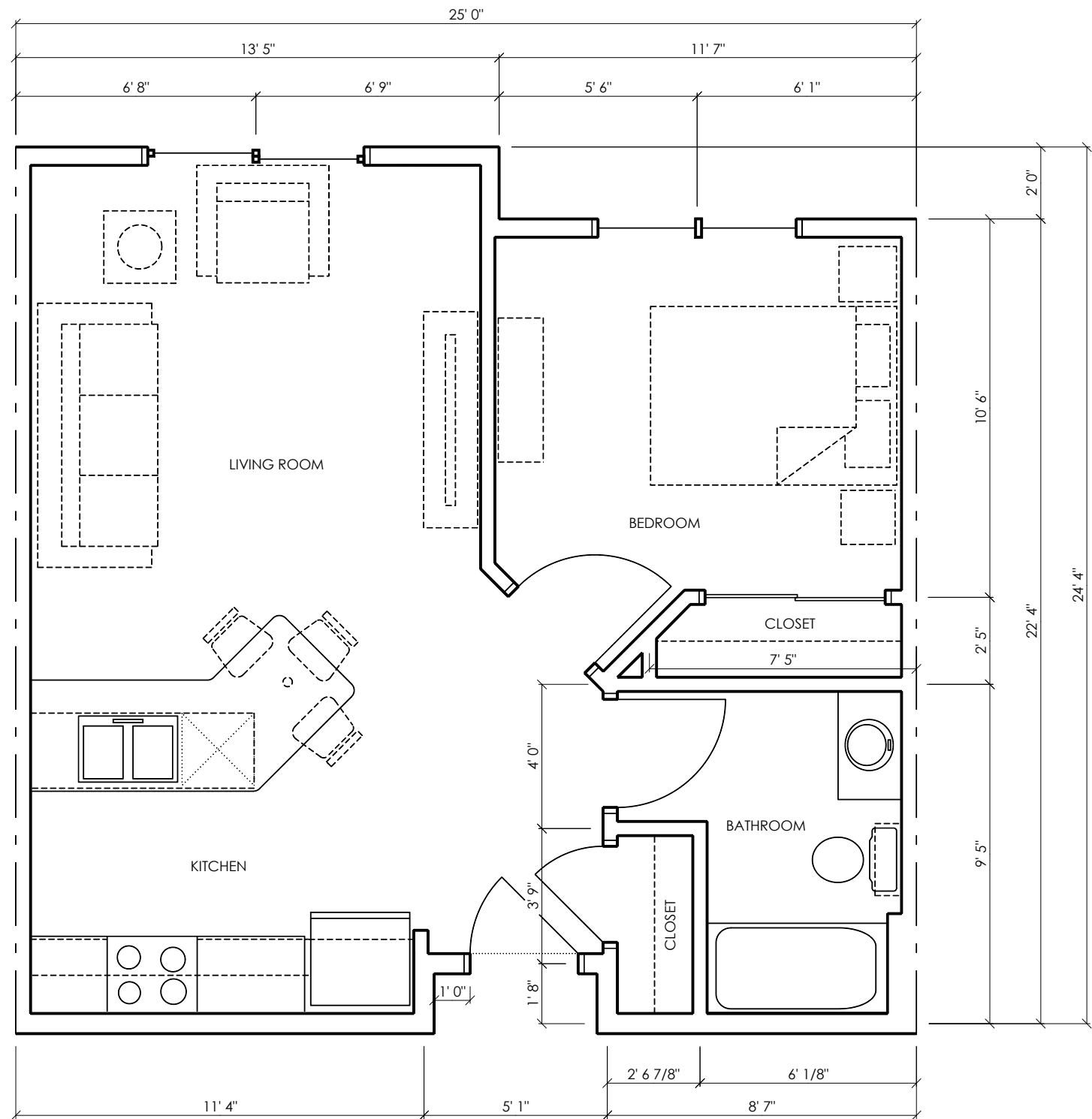
HEREBY CERTIFY THAT THE PLAN, SPECIFICATION, OR CONTRACT DOCUMENTS PREPARED BY ME OR UNDER MY SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: _____ REG. NO. _____

PRAIRIE DESIGN
STUDIO
601 SHEYENNE ST., HORACE, ND 58047 / 701-282-2850

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FERGUS FALLS, MN

FERGUS FALLS HOUSING AUTHORITY
FERGUS FALLS, MN

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UNIT TYPE 'B'

1/4" = 1'-0" 575 S.F.

**PRELIMINARY PLAN
NOT FOR CONSTRUCTION**

DATE	04 - 22 - 20
PROJECT NO.	181801
COMPUTER NO.	181801P1
DRAWN BY	CMJ

REVISIONS	
DATE	

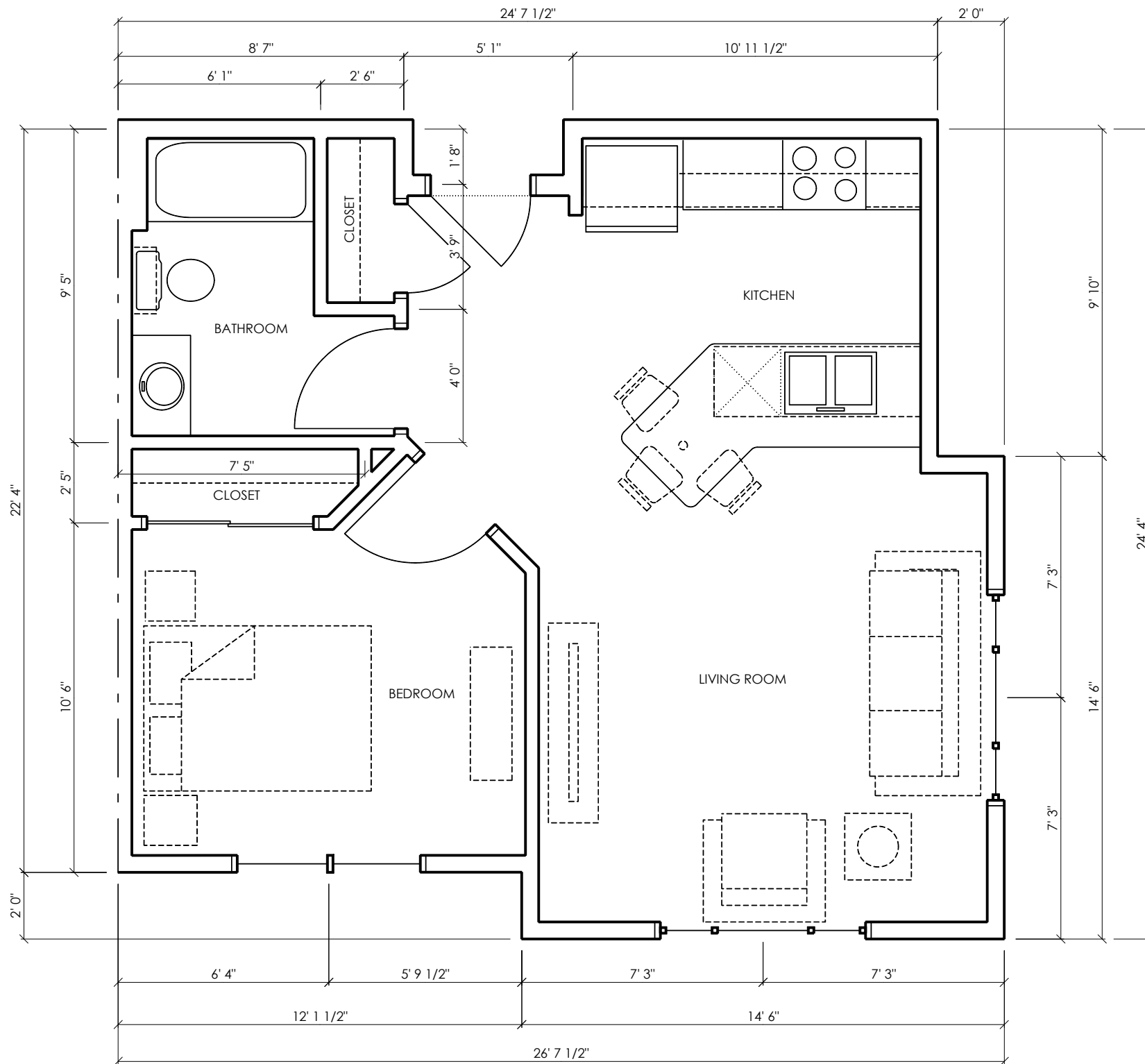
I HEREBY CERTIFY THAT THE PLAN SPECIFICATION OR
 PREPARATION OF THIS PLAN WAS UNDER MY DIRECT
 SUPERVISION, AND THAT I AM A DULY LICENSED
 ARCHITECT UNDER THE LAWS OF THE STATE OF
 MINNESOTA.
 DATE _____ REG. NO. _____
 TAMB. STOKES

PRAIRIE DESIGN
 STUDIO
 601 SHEYENNE ST., HORACE, ND 58047 / 701-282-2850

24 - PLEX
 FERGUS FALLS, MN

FERGUS FALLS
 HOUSING AUTHORITY
 FERGUS FALLS, MN

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UNIT TYPE B - CORNER

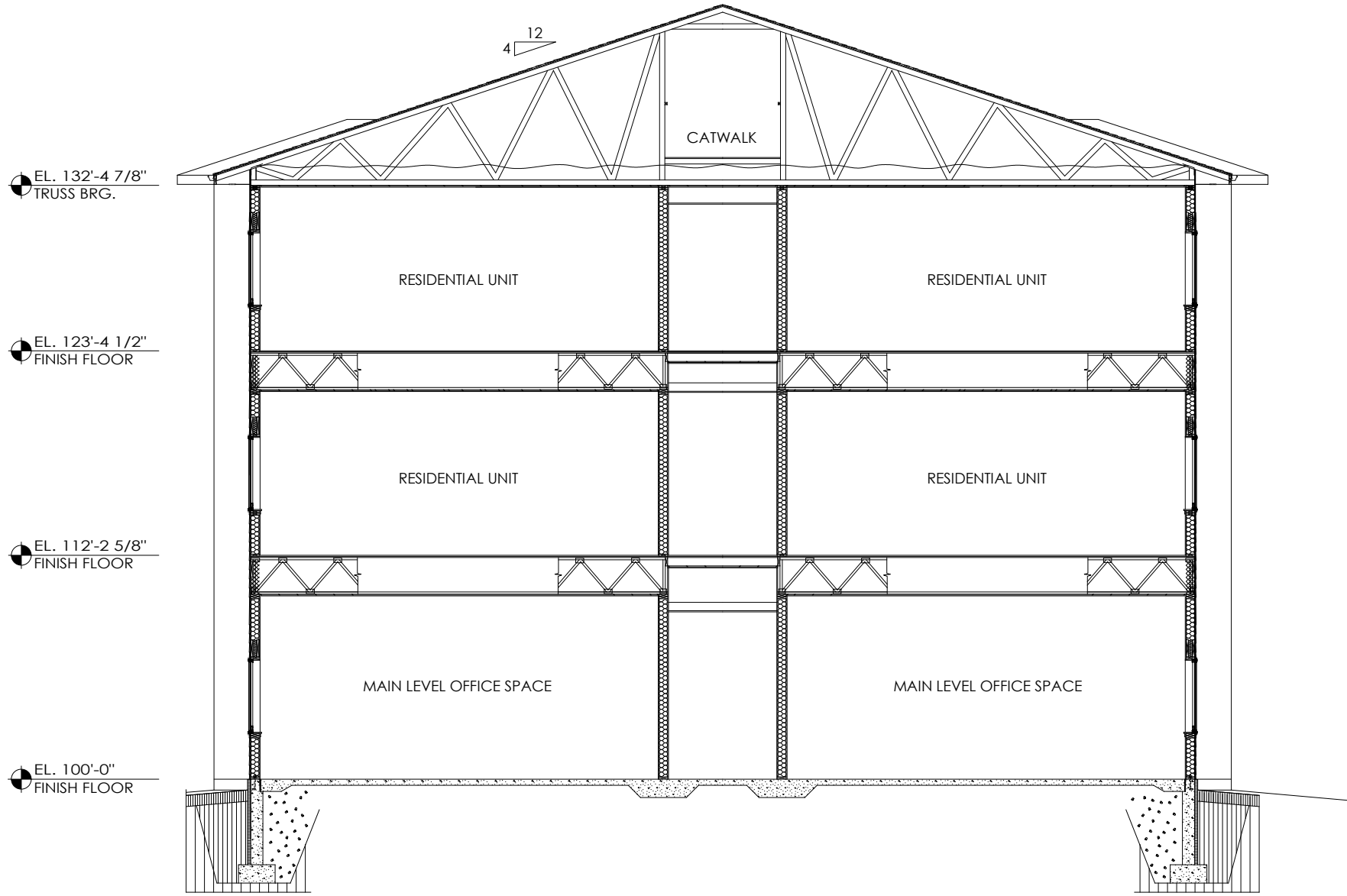
1/4" = 1'-0"

602 S.F.

**PRELIMINARY PLAN
NOT FOR CONSTRUCTION**

FERGUS FALLS HOUSING AUTHORITY FERGUS FALLS, MN	24 - PLEX FERGUS FALLS, MN	 PRAIRIE DESIGN STUDIO 601 SHEYENNE ST., HORACE, ND 58047 / 701-282-2850	REVISIONS DATE	DATE 04 - 22 - 20
			PROJECT NO. 181801	PROJECT NO. 181801
NOTE: THIS DRAWING IS COPYRIGHTED AND SHALL NOT BE REPRODUCED WITHOUT ARCHITECT'S WRITTEN PERMISSION.		ARCHITECT UNDER THE LAWS OF THE STATE OF ND DATE REG. NO.	COMPUTER NO. 181801P1	DRAWN BY CMJ
A-6				

PRELIMINARY PLAN NOT FOR CONSTRUCTION



CROSS SECTION

1/8"=1'-0"

DATE	03 - 31 - 20
PROJECT NO.	181801
COMPUTER NO.	181801P1
DRAWN BY	CMJ

REVISIONS	DATE

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR
 CONTRACT WAS PREPARED BY ME OR UNDER MY
 SUPERVISION, AND THAT I AM A DULY LICENSED
 ARCHITECT UNDER THE LAWS OF THE STATE OF
 MINNESOTA.
 NAME: _____ REG. NO. _____
 DATE: _____

PRAIRIE DESIGN
 STUDIO
601 SHEYENNE ST., HORACE, ND 58047 / 701-282-2850

24 - PLEX
 FERGUS FALLS, MN

FERGUS FALLS
 HOUSING AUTHORITY
FERGUS FALLS, MN

A-7

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112 West Washington Avenue

Fergus Falls, MN 56537

Phone: 218-332-5434

e-mail: building.zoning@ci.fergus-falls.mn.us

www.ci.fergus-falls.mn.us

Preliminary Plat Application

Application fee should be made payable to The City of Fergus Falls upon submittal of completed application. Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: Housing + Redevelopment Authority of Fergus Falls

Last name: OLSON First name: MIKEL

Address: 1151 FRIZZELL AVE City/State/Zip: Fergus Falls, MN 56537

Phone number: 218-739-3249 Email address: MIKEL@FERGUSFALLS.HRA.MN

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

4. Zoning Designation: R4

5. Comprehensive Plan Designation: _____

6. Statement of Intent: Describe the properties to be combined or created as a part of this Preliminary Plat application and indicate whether a variance, zoning change, and/or Conditional Use Permit will be required for the proposed parcels or the intended use.

THE HRA OFFICE IS LOCATED AT 1151 FRIZZELL AVE, PARCEL # 71002991637000, A SUCCESSFUL APPLICATION TO MHFA TO CREATE 24 UNITS OF PERMANENT SUBSIDIZED HOUSING NECESSITATES THE CREATION OF A SEPARATE PARCEL FOR THIS DEVELOPMENT.

7. Additional Required Information:

a. Legal Description and PIN: Provide the Parcel Identification Number(s) and the complete legal description(s) of the property involved.

b. Written Narrative: The written narrative should address whether the parcels affected by the proposed plat would comply with all of the applicable code requirements.

c. Proposed Plans: Including but not limited to the proposed plat, a topographic survey, landscape plan, grading and drainage plan, exterior building elevation drawings, and other information may also be required if deemed necessary by the Planning commission. Please provide 1 full size copy of all plans in both electronic format (preferably PDF) and printed format.

8. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: FERRIS FALLS H2A Date: 6/1/2021

Applicant: [Signature] Date: 6/1/2021

7. a. PARCEL ID 71002991637000 LOCATED IN SECTION 35.133.45
IN FERRIS FALLS, OTTER TAIL COUNTY, MAI

b. SEE ATTACHED PRELIMINARY PLAT

c. SEE ATTACHED PRELIMINARY PLANS



112 West Washington Avenue

Fergus Falls, MN 56537

Phone: 218-332-5434

e-mail: building.zoning@ci.fergus-falls.mn.us

www.ci.fergus-falls.mn.us

Final Plat Application

Application fee should be made payable to The City of Fergus Falls upon submittal of completed application. Please complete the application by typing or printing in ink. Use additional paper if necessary.

1. Property Owner Information:

Company name: HOUSING + DEVELOPMENT AUTHORITY OF FERGUS FALLS

Last name: OLSON First name: MIKEL B.

Address: 1157 FRIBERG AVE City/State/Zip: FERGUS FALLS, MN 56537

Phone number: 218-739-3249 Email address: MIKELC.FERGUSFALLS@HRA.COM

2. Applicant Information: (if different from above)

Company name: _____

Last name: _____ First name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email address: _____

3. Address(es) of Property Involved: (if different from above)

4. Zoning Designation: R4

5. Comprehensive Plan Designation: _____

6. Changes from Preliminary Plat: Make note of any differences in property boundaries, easements, etc. from what was originally proposed in the Preliminary Plat application.

A SHELTER WAS BUILT OUTSIDE OF ORIGINAL PLAT AND THE STORM WATER
RETENTION AREA IS BEING ADDED AS A DRAINAGE EASEMENT. FERGUS
FALLS HRA OWNS THE PROPERTY IMPACTED BY THE CHANGES.

7. Additional Required Information:

a. Legal Description and PIN: Provide the Parcel Identification Number(s) and the complete legal description(s) of the property involved.

b. Written Narrative: The written narrative should address whether the parcels affected by the proposed plat would comply with all of the applicable code requirements.

c. Proposed Plans: In addition to the proposed plat, a topographic survey, landscape plan, grading and drainage plan, exterior building elevation drawings, and other information may also be required if deemed necessary by the Planning commission. Please provide 1 full size copy of all plans in both electronic format (preferably PDF) and printed format.

8. Signature(s): By signing below, you attest that the information above and attached is true and correct to the best of your knowledge.

Property Owner: FERLUS FALLS HZA Date: 12/18/2023
Applicant: [Signature] Date: 12/18/2023

PARCEL # 71002992141000

TOWNSHIP : 133

SECTION : 35

RANGE : 043

BUILDING ADDRESS: 1161 FRIBERG AVE.

REGISTERED LAND SURVEY NO. _____
IN TIMBER COVE ADDITION
CITY OF FERGUS FALLS
OTTER TAIL COUNTY, MINNESOTA

I Christopher D. Heyer, a Minnesota Licensed Professional Land Surveyor, hereby certify that in accordance with provisions of Minnesota Statutes, Section 508A.47, I have surveyed the following described property:

All of TIMBER COVE ADDITION according to the recorded plat thereof, on file and of record in the office of the Registrar of Titles, Otter Tail County, Minnesota.

I hereby certify that this Registered Land Survey was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota and that this Registered Land Survey is a correct representation of said parcel of land.

Dated this ____ day of _____, 2023.

PRELIMINARY

Christopher D. Heyer, Licensed Professional Land Surveyor
 Minnesota Registration Number 43807

State of Hawaii)
)SS
 County of Hawaii)

The foregoing Surveyor's Certificate was acknowledged before me this ____ day of _____, 2023, by Christopher D. Heyer, Professional Land Surveyor, Minnesota License Number 43807.

Name: _____
 My commission expires _____

Document Date: _____ Number of Pages: 1

Name: _____, Third Circuit
 Document Description: Registered Land Survey

Name: _____ Date _____

At a regular meeting of the City Council of the City of Fergus Falls, Minnesota, on the ____ day of _____, 2023, this Registered Land Survey was duly approved.

Ben Schierer, Mayor

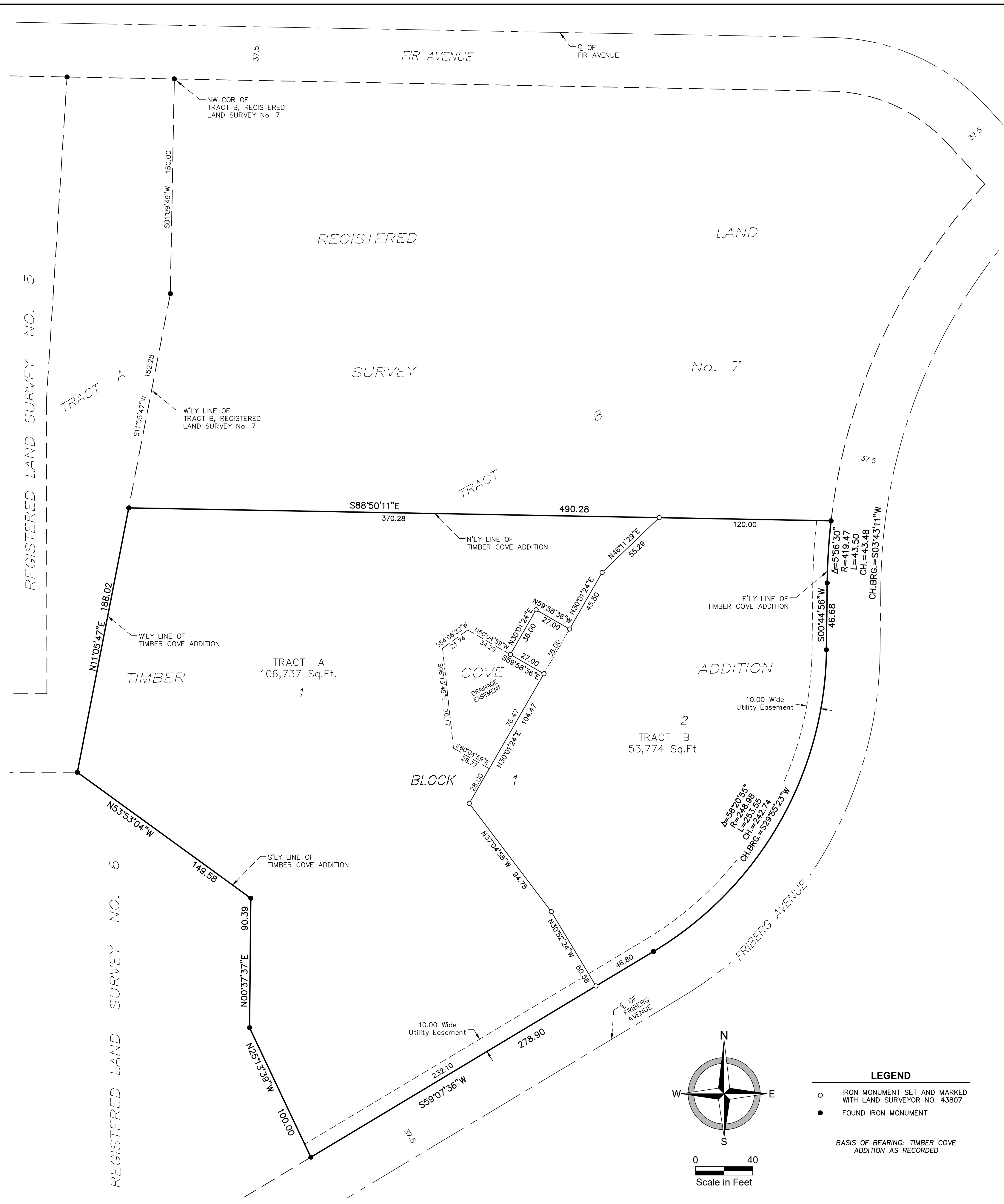
Andrew Bermseth, City Administrator

Pursuant to Minnesota Statutes, Section 508.47, Subd. 4, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

Wayne Stien, County Auditor-Treasurer
 Otter Tail County, Minnesota

I hereby certify that this Registered Land Survey No. _____ was filed in this office this ____ day of _____, 20__ at ____ o'clock ____ M. as Document Number _____
 Certificate(s): _____

Lynn Larson, Registrar of Titles
 Otter Tail County, Minnesota



- LEGEND**
- IRON MONUMENT SET AND MARKED WITH LAND SURVEYOR NO. 43807
 - FOUND IRON MONUMENT

BASIS OF BEARING: TIMBER COVE ADDITION AS RECORDED