

City of Fargo Staff Report			
Title:	The Cul-de-Sac of Cottagewood First Addition	Date:	5/27/2026 7/2/2026
Location:	3856 and 3870 47 th Avenue South	Staff Contact:	Luke Morman, Planner
Legal Description:	Lots 17-18, Block 1, Cottagewood First Addition.		
Owner(s)/Applicant:	Craig Helenske	Engineer:	Houston Engineering
Entitlements Requested:	Major Subdivision (a replat of Lots 17-18, Block 1, Cottagewood First Addition, to the City of Fargo, Cass County, North Dakota)		
Status:	City Commission Public Hearing: July 6 th , 2026		

Existing	Proposed
Land Use: Undeveloped	Land Use: Single-dwelling Residences
Zoning: SR-2, Single-dwelling Residential	Zoning: Unchanged
Uses Allowed: SR-2, Single-dwelling Residential, allows detached houses, daycare centers of up to 12 children or adults, parks and open space, religious institutions, safety services, schools, basic utilities, and certain telecommunication facilities.	Uses Allowed: Unchanged
Maximum Building Coverage: Maximum 35% building coverage.	Maximum Building Coverage: Unchanged

Proposal:
The applicant requests one entitlement: 1. A major subdivision, entitled The Cul-de-Sac of Cottagewood First Addition, a replat of Lots 17-18, Block 1, Cottagewood First Addition, to the City of Fargo, Cass County, North Dakota. This project was reviewed by the City's Planning and Development, Engineering, Public Works, and Fire Departments ("staff"), whose comments are included in this report. Surrounding Land Uses and Zoning Districts: • North: Across 47th Avenue South, SR-2, Single-dwelling Residential, with residential use. • East: P/I, Public and Institutional, with a parks and open areas. • South: P/I, Public and Institutional, with a parks and open areas. • West: SR-2, Single-dwelling Residential, undeveloped.
Area Plans:
Fargo's Growth Plan 2024 was adopted on August 19 th , 2024. This project and existing SR-2 zoning are consistent with the place type designation of "Suburban Neighborhood" for the subject properties.
Context:
Schools: The subject property is within the Fargo School District and is served by Kennedy Elementary, Carl Ben Eielson Middle, and Fargo South High schools. Neighborhood: The subject property is located within the Woodhaven Neighborhood. Parks: Cottagewood Park is adjacent to the subject properties and features amenities of a playground for ages 5-12, grill, picnic tables, a shelter, and recreational trails.

Pedestrian / Bicycle: There is a shared use path within Cottagewood Park, adjacent to the subject properties. Additionally, there are shared use paths along the south property lines of the Microsoft campus, the north side of 38th Street South, and the west side of 42nd Street South. These paths are all located within a quarter of a mile from the subject properties.

Transit: MATBUS Route 18 runs along 51st Avenue South, 42nd Street South and 44th Avenue South. Several bus stops are located within a quarter of a mile from the subject properties.

Staff Analysis:

Major Subdivision

The major subdivision plat proposal is for a two lot, one block subdivision entitled The Cul-de-Sac of Cottagewood First Addition. This plat will dedicate the existing cul-de-sac as public right-of-way at the City's request. The overall lot sizes will be reduced with the ROW dedication, however, the buildable area for the subject properties will remain unchanged.

Easements

There is an existing "Access, Right-of-Way, and Utility Easement" which is being vacated with this plat. The dedicated ROW will cover the existing cul-de-sac which is within the scope of work for an asphalt wear course project from the City's Engineering Department. A new 10' wide utility easement will follow the proposed north property lines along the proposed ROW.

Major Subdivision

The LDC stipulates that the following criteria are met before a major plat can be approved

- 1. Section 20-0907.C.1 (Development Review Procedures—Subdivisions—Major Subdivisions) of the LDC stipulates that no major subdivision plat application will be accepted for land that is not consistent with an approved Growth Plan or zoned to accommodate the proposed development.**

The existing zoning designation for the development on the subject property is SR-2, Single-dwelling Residential, and will remain. This zone will accommodate future residential development which is consistent with the recently adopted Fargo Growth Plan 2024. In accordance with Section 20-0901.F of the LDC, notices of the proposed plat have been sent out to property owners within 300 feet of the subject property. To date, Planning staff has received and responded to two inquiries about the project.

(Criteria Satisfied)

- 2. Section 20-0907.B.4 of the LDC further stipulates that the Planning Commission shall recommend approval or denial of the application and the City Commission shall act to approve or deny, based on whether it is located in a zoning district that allows the proposed development, complies with the adopted Area Plan, the standards of Article 20-06 and all other applicable requirements of the Land Development Code.**

The existing zoning designation of SR-2, Single-dwelling Residential, will remain and is consistent with the adopted Fargo Growth Plan 2024. The project has been reviewed by the city's Planning, Engineering, Public Works, Inspections, and Fire Departments and found to meet the standards of Article 20-06 and other applicable requirements of the Land Development Code.

(Criteria Satisfied)

- 3. Section 20-0907.C.4.f of the LDC stipulates that in taking action on a Final Plat, the Board of City Commissioners shall specify the terms for securing installation of public improvements to serve the subdivision.**

The City's standard policy is that any improvements associated with the project (both existing and proposed) are subject to special assessments. Special assessments associated with the costs of the public infrastructure improvements are proposed to be spread by the front footage basis and storm sewer by the square footage basis as is typical with the City of Fargo assessment principles.

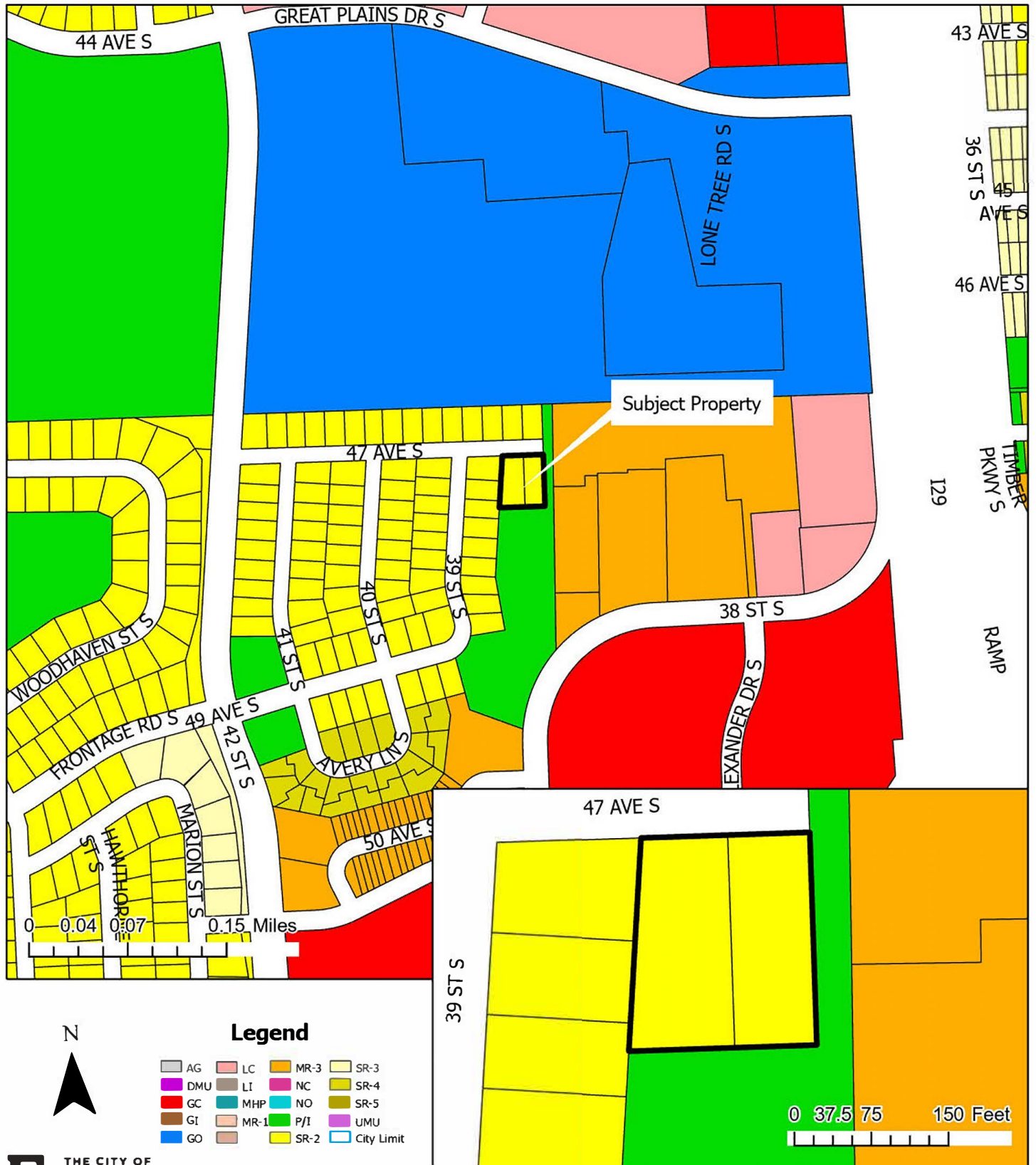
(Criteria Satisfied)

Staff Recommendation:
Suggested Motion: “To accept the findings and recommendations of the Planning Commission and staff and move to approve the proposed major subdivision plat of The Cul-de-Sac of Cottagewood First Addition , as outlined in the staff report; as the proposal complies with the Fargo Growth Plan 2024, Standards of Article 20-06, and 20-0907 of the LDC, and all other applicable requirements of the LDC.”
Planning Commission Recommendation: June 2 nd , 2026
At the June 2 nd , 2026 Planning Commission, that Commission, by a vote of 7-0 with four Commissioners absent, moved to accept the findings and recommendations of staff and recommended approval to the City Commission of the proposed plat of The Cul-de-Sac of Cottagewood First Addition, as outlined within the staff report, as the proposal complies with the Fargo Growth Plan 2024, Standards of Article 20-06, and 20-0907 of the LDC, and all other applicable requirements of the LDC.
Attachments:
1. Zoning Map 2. Location Map 3. Preliminary Plat

Major Subdivision

The Cul-de-Sac of Cottagewood First Addition

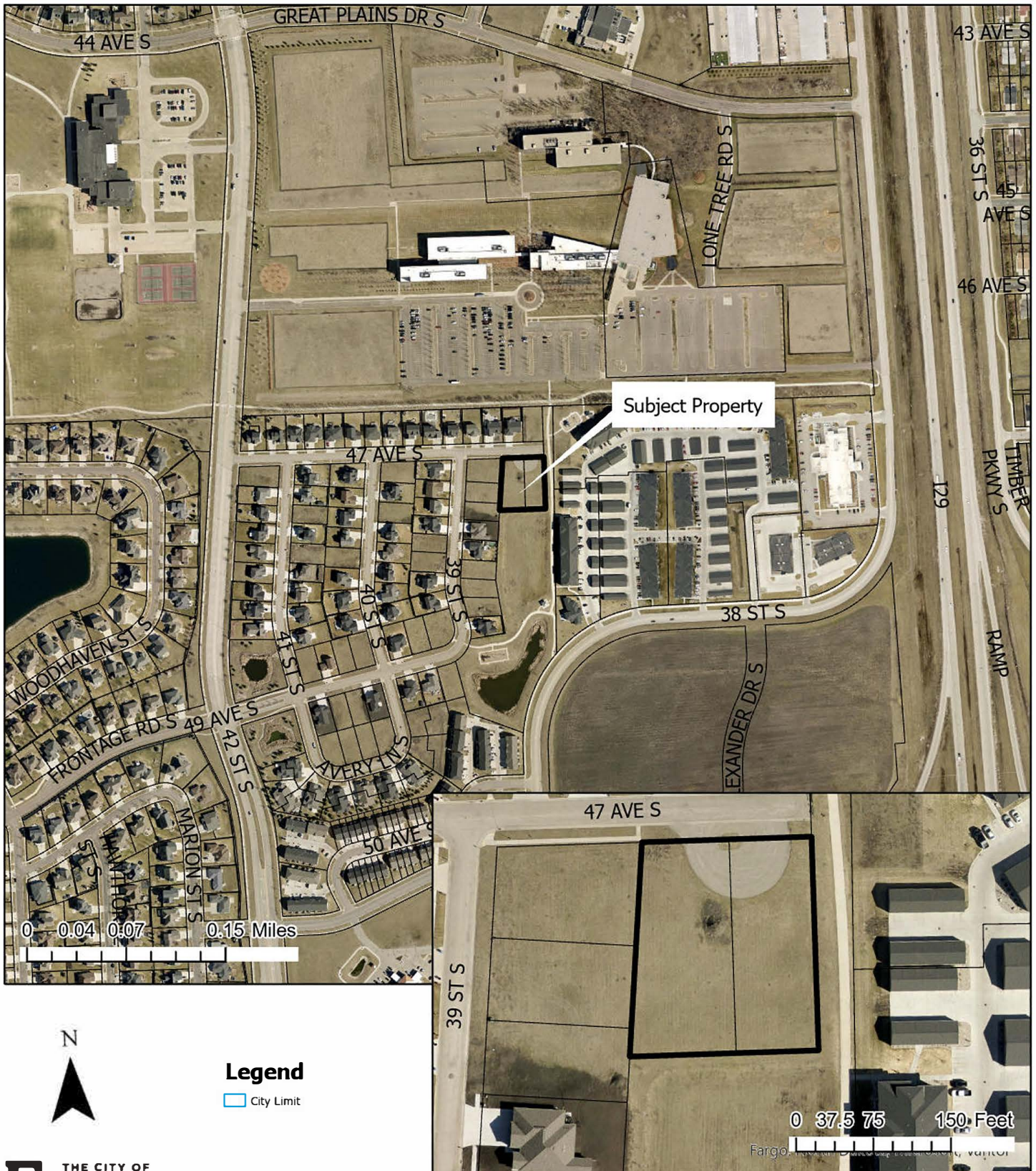
3856 & 3870 47th Avenue South



Major Subdivision

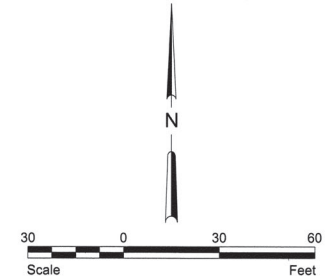
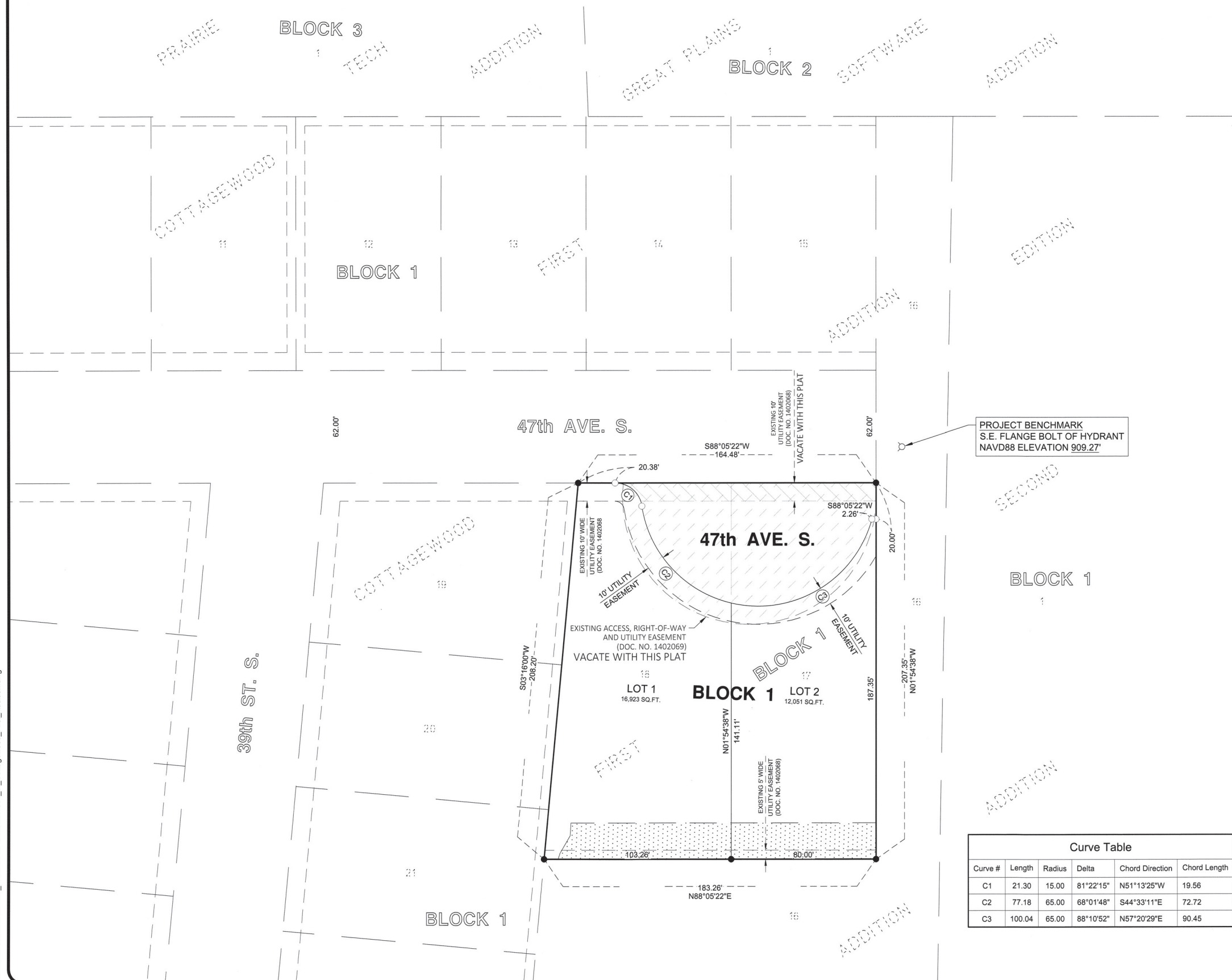
The Cul-de-Sac of Cottagewood First Addition

3856 & 3870 47th Avenue South



THE CUL-DE-SAC OF COTTAGEWOOD FIRST ADDITION

A MAJOR SUBDIVISION
BEING A REPLAT OF LOTS 17 AND 18, BLOCK 1,
COTTAGEWOOD FIRST ADDITION
TO THE CITY OF FARGO,
CASS COUNTY, NORTH DAKOTA



LEGEND

IRON MONUMENT FOUND	●
1/2" I.D. PIPE SET	○
MEASURED BEARING	N00°00'00"E
PLAT BEARING	(N00°00'00"E)
MEASURED DISTANCE	100.00'
PLAT DISTANCE	(100.00')
PLAT BOUNDARY	—————
NEW LOT LINE	—————
NEW UTILITY EASEMENT	- - - - -
EXISTING LOT LINE	—————
EXISTING UTILITY EASEMENT	- - - - -
AREA WITHIN FEMA ZONE AE (100-YEAR FLOODPLAIN)	[Pattern]
EXISTING 10' UTILITY EASEMENT (DOC. NO. 1402068)	[Pattern]
TO BE VACATED WITH THIS PLAT	[Pattern]
EXISTING ACCESS, RIGHT-OF-WAY AND UTILITY EASEMENT (DOC. NO. 1402069)	[Pattern]
TO BE VACATED WITH THIS PLAT	[Pattern]

NOTES:

- BEARINGS SHOWN ARE BASED ON THE CITY OF FARGO GROUND COORDINATE SYSTEM, DECEMBER 1992.
- A PORTION OF THIS PROPERTY IS SITUATED IN ZONE AE (100-YEAR FLOODPLAIN) AS DEPICTED ON FEMA FIRM PANEL 38017C0786G, DATED JANUARY 16, 2015.
- BASE FLOOD ELEVATION = 905.7' (NAVD 1988)
- AREAS WITHIN FEMA ZONE AE ARE ONLY DEPICTED WITHIN THE BOUNDARY OF THIS PLAT.
- ELEVATION CONTOURS ARE NAVD 1988 FROM THE 2020 F-M METRO AREA LIDAR COLLECT, AND ARE ONLY SHOWN WITHIN FEMA ZONE AE WITHIN THE BOUNDARY OF THE PLAT. THERE ARE NO EVEN-FOOT CONTOURS WITHIN THE ZONE AE AREA WITHIN THE PLAT BOUNDARY. THE LIDAR DATA SHOWS THE ELEVATION OF THE ZONE AE AREA WITHIN THE PLAT BOUNDARY IS BETWEEN 906.3' AND 906.6'.

THE CUL-DE-SAC OF COTTAGEWOOD FIRST ADDITION
A MAJOR SUBDIVISION
BEING A REPLAT OF LOTS 17 AND 18, BLOCK 1,
COTTAGEWOOD FIRST ADDITION
TO THE CITY OF FARGO,
CASS COUNTY, NORTH DAKOTA

OWNER'S CERTIFICATE:

KNOW ALL PERSONS BY THESE PRESENTS: That Craig Helenske, a married person, is the owner and proprietor of the following described tract of land:

Lots 17 and 18, Block 1, Cottagewood First Addition to the City of Fargo, Cass County, North Dakota.

Said tract contains 0.828 acres, more or less.

And that said party does hereby vacate the access, right-of-way and utility easement, and also the 10-foot utility easement, as designated for vacation on this plat, and has caused the same to be surveyed and platted as THE CUL-DE-SAC OF COTTAGEWOOD FIRST ADDITION to the City of Fargo, Cass County, North Dakota, and does hereby dedicate to the public, for public use, the avenue and utility easement shown on this plat.

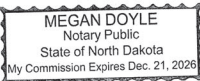
OWNER:

Craig Helenske

State of North Dakota)
County of Cass) ss

On this 3rd day of June, 2026 before me, a notary public within and for said county and state, personally appeared Craig Helenske, a married person, known to me to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same.

Notary public:



SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT:

I, Curtis A. Skarphol, Professional Land Surveyor under the laws of the State of North Dakota, do hereby certify that this plat is a true and correct representation of the survey of said subdivision; that the monuments for the guidance of future surveys have been located or placed in the ground as shown.

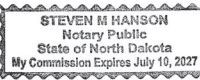
Dated this 2nd day of JUNE, 2026.

Curtis A. Skarphol
Curtis A. Skarphol, Professional Land Surveyor No. 4723

State of North Dakota)
County of Cass) ss

On this 2nd day of JUNE, 2026 before me personally appeared Curtis A. Skarphol, Professional Land Surveyor, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Notary Public:



CITY ENGINEER'S APPROVAL:

Approved by the Fargo City Engineer this _____ day of _____, 20_____.

Tom Knakmuhs, PE, City Engineer

State of North Dakota)
County of Cass) ss

On this _____ day of _____, 20_____ before me personally appeared Tom Knakmuhs, PE, Fargo City Engineer, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Notary Public:

FARGO PLANNING COMMISSION APPROVAL:

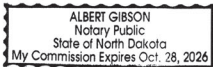
Approved by the City of Fargo Planning Commission this 2nd day of June, 2026.

Maranda R. Tasa, Chair
Fargo Planning Commission

State of North Dakota)
County of Cass) ss

On this 2nd day of June, 2026, before me personally appeared Maranda R. Tasa, Chair, Fargo Planning Commission, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that she executed the same on behalf of the Fargo Planning Commission.

Notary Public:



FARGO CITY COMMISSION APPROVAL:

Approved by the Board of City Commissioners and ordered filed this _____ day of _____, 20_____.

Timothy J. Mahoney, Mayor

ATTEST:

Angie Bear, Deputy Auditor on behalf of City Auditor

State of North Dakota)
County of Cass) ss

On this _____ day of _____, 20_____, before me, a notary public within and for said county and state, personally appeared Timothy J. Mahoney, Mayor, and Angie Bear, Deputy Auditor, known to me to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed on behalf of the City of Fargo.

Notary Public: