

**MARC MEMBERS**

*President*

James Jeromchek  
Bianco Realtor

*Vice President*

Katie Wiedrich  
Vance Vetter Homes

Shawn Ouradnik  
Building Official

Kim Fettig  
Engineer Department

Steve Nardello  
Fire Chief

Lee Pierce  
ICON Architects

Chad Peterson  
Bremer Bank

Ben Zachmeier  
General Contractor

Amber Larson  
Bartlett & West Engineering  
Corp/Larson's Tattooing

**Support Staff**

Ellen Huber  
Business Development  
Director, City of Mandan

Carolyn Reisenauer  
Administrative Assistant  
City of Mandan

**ARCHITECTURAL REVIEW  
COMMISSION  
AGENDA FOR  
TUESDAY  
SEPTEMBER 8, 2020  
1:00 p.m.**

**Veterans' Conference Room  
City Hall, 205 Second Avenue NW**

**Topic: MARC Meeting**

**Time: Sep 8, 2020 01:00 PM Central Time (US and  
Canada)**

**Join Zoom Meeting** <https://zoom.us/j/91692788718>

**or**

**Dial by your location** +1 312 626 6799 US (Chicago)

**Meeting ID:** 916 9278 8718

**ROLL CALL:**

**OLD BUSINESS:**

**NEW BUSINESS:**

1. Proposal by Erik Bilstad with Capital City Construction to install a canopy for HIT Inc. located at 2641 Sunset Dr NW.
2. Proposal by Victor to construct a 1 unit shop/condo located at 2903 Jude Lane NW.

**MINUTES:** Approval of August 25, 2020

**UNFINISHED BUSINESS:**

**ADJOURN:**

**Please note:** If any commission member would like additional information, please feel free to contact the Building Inspections Department at 667-3230 prior to the meeting.

**MANDAN ARCHITECTURAL REVIEW COMMISSION MINUTES**

August 25, 2020

The meeting was called to order at 1:00 p.m.

**ROLL CALL:** Katie Wiedrich/Vice President, Shawn Ouradnik/Building Official, Steve Nardello/Fire Chief, Lee Pierce, Chad Peterson.

**MEMBERS ABSENT:** James Jeromchek/ President, Kim Fettig/City Engineer Dept., Ben Zachmeier, Amber Larson.

**SPECIAL GUEST:** Ellen Huber/Business Development Director & John Van Dyke/City Planner (left early).

**FIRST ORDER OF BUSINESS:** Proposal by Charlie Kopp to construct a garage for Fort Lincoln School located at 2007 8 Ave SE. Charlie stated the carpentry class at the High School would like to build a garage on the Ft. Lincoln property where the existing canopy is and would like to start next spring. The garage size is 28x30. Steve stated he has been visiting with Charlie about needing access to this project.

*Steve motioned to approve as presented contingent the site plan is in compliance with the fire code.*

*Chad seconded.*

*Upon roll call vote, the motion passes unanimously.*

**SECOND ORDER OF BUSINESS:** Proposal by KC with Wild CRG for construction of First Community Credit Union located at 4614 Memorial Hwy SE. KC stated over 20,000 sq feet between three floors, full two floors and a partial third. The north and west side would be integrating into existing parking of Memorial Square Development. KC is aware this location is in the overlay district with certain requirements. KC confirmed the materials and colors will be metal panels, along with limestone, full wood material. The secondary access point will be a shared user agreement with the adjacent property. Third being to the north where we would tie in in future development. Utility work will be on the north side in place of boring under Memorial Highway at this time. Lee asked with the Memorial Highway access that you're maintaining is that working with the proposal of the future work on Memorial Highway. Steve commented he has been working with Abe with Toman Engineering and all the fire department access needs have been addressed. Shawn asked if they have submitted stormwater plans. Abe confirmed they have, pending approval.

*Katie motioned to approve as presented contingent stormwater plans.*

*Steve seconded.*

*Upon roll call vote, the motion passes unanimously.*

**THIRD ORDER OF BUSINESS:** Proposal by Victor to construct a 1 unit shop condo located at 2903 Jude Lane NW. Victor would like to use the main floor as a showroom and the upper level of living quarters or office space. Shawn stated you would have to construct the building as a mix use building meaning it would have to have fire suppressant, also separate accesses to the unit upstairs along with a lot of other things. Victor thought he would just go with office space. Ellen asked if it was approved use for zoning. Shawn stated he would have to go thru special use to do it. Shawn stated the site plan is lacking information such as dumpster location, landscaping, parking lot etc. Shawn asked for an updated site plan and recommends tabling the project.

*Lee motioned to table the project due to lack of a site plan.*

*Katie seconded.*

*Upon roll call vote, the motion passes unanimously.*

**MINUTES: Approval of the minutes from July 28, 2020.**

Shawn stated there was a typo on the original and Carolyn sent out a revised one. Lee also commented she should be listed as an absent member.

*Steve motioned to approve the minutes with changes.*

*Chad seconded.*

*Upon roll call vote, the motion passes unanimously.*

**OTHER:** Shawn commented they will switch to zoom meetings because the conference calls are not going well. Also posting the full agenda on the City website.

There being no further business, the meeting was adjourned at 1:18 p.m.

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Approved by:

Date

Transcribed by:  
Carolyn Reisenauer/Admin. Specialist



# NEW COMMERCIAL APPLICATION AND SITE PLAN REVIEW

**Building Department**, 205 2<sup>nd</sup> Ave. NW, Mandan ND 58501 Phone: (701) 667-3230 Fax: (701) 667-3481

Project Name: HIT, Inc. Canopy		Estimated Cost: \$33,300	
Property Location (Legal Description - Lot, Block, Addition): Lot 1, Block 2, Sunset Commercial Park First Addition			
Property Address: 2641 Sunset Drive NW, Mandan, ND 58554		Existing Use of Land/Bldg: I-4	
New Construction, Addition, or Remodel: Alteration		Proposed Use of Land/Bldg: I-4	
Parcel Size (sf):		Number of Stories:	Units: Overall Height:
Detailed Project Description: (please fill out separate permit for each building, if multiple buildings): Install a 16' x 6' canopy on an existing building		Total Square Footage of Building:	
		Number of Off-street parking spaces required:	
		Number of Off-street parking spaces provided:	
<b>PROPERTY OWNER:</b>			
Name HIT, Inc.		Daytime Telephone Number: 701-663-0379	
Mailing Address: 2641 Sunset Drive NW, Mandan, ND 58554		Email: mremboldt@hitinc.org	
<b>CONTRACTOR</b>			
Name: Capital City Construction, Inc.		Name and Email of Contact Person : Erik Bilstad ccccb@capital-city-const-inc.	
Mailing Address: P.O. Box 7337, Bismarck, ND 58507-7337		Daytime Phone #: 701-255-4002	ND License #: 4210 Class A
<b>CONTACT PERSON (FOR PURPOSE OF PROCESSING THIS APPLICATION):</b>			
Name of Contact Person: Heather Miller		Name of Firm, if applicable: Capital City Construction, Inc.	
Mailing Address: P.O. Box 7337, Bismarck, ND 58507-7337			
Daytime Phone Number: 701-255-4002		Email Address: ccchm@capital-city-const-inc.com	
<b>SUB CONTRACTORS</b>			
Zoning District: CB Commercial District, Gateway Overlay District		Plumbing: N/A	ND License #
Occupancy Classification: I-4		Heating: N/A	ND License #
Type of Construction: VB		Electrical: Electric Systems, Inc.	ND License #

I hereby acknowledge that this application is not a Building Permit, nor does it authorize the start of construction.

  
\_\_\_\_\_  
Signature of applicant

8.27.2020  
Date

**MANDAN ARCHITECTURAL REVIEW COMMISSION  
APPLICATION  
PHONE 667-3230 FAX 667-3481**

1

**Applicants must present 10 copies of all required documentation to the Building Inspections Department no later than 12 p.m. (noon) on the Wednesday prior to the scheduled meeting at which consideration is desired.**

1. Description of Proposed Activity: Install a 16' x 6' canopy on an existing building
2. Name of Owner: HIT, Inc.  
Mailing Address: 2641 Sunset Drive NW, Mandan, ND 58554  
Phone (Cell) \_\_\_\_\_ (Office) 701-663-0379
3. Name of Architect if applicable: ICON Architects  
Mailing Address: 100 Collins Avenue, Suite 101, Mandan, ND 58554  
Phone (Cell) \_\_\_\_\_ Office) 701-751-0430
4. Name of Contractor: Capital City Construction, Inc.  
Mailing Address: P.O. Box 7337, Bismarck, ND 58507-7337  
Phone (Cell) \_\_\_\_\_ (Office) 701-255-4002
5. Parcel Address: 2641 Sunset Drive NW, Mandan, ND 58554
6. Legal Description:  
Lot 1 Block 2 Addition Sunset Commercial Park First Addition  
Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_
7. Zoning: CB Commercial District, Gateway Overlay District
8. Existing Land Use: \_\_\_\_\_
9. Lot Size (Sq Ft) \_\_\_\_\_  
Existing Bldg Area (Sq Ft) \_\_\_\_\_  
Proposed Bldg Area (Sq Ft) \_\_\_\_\_
10. Estimated Cost of Project: \$33,300

**I understand the procedures for Architectural Review and have received the checklist (see attached sheet) to be followed for approval as set forth in Chapter 111-1 of the Mandan City Code.**

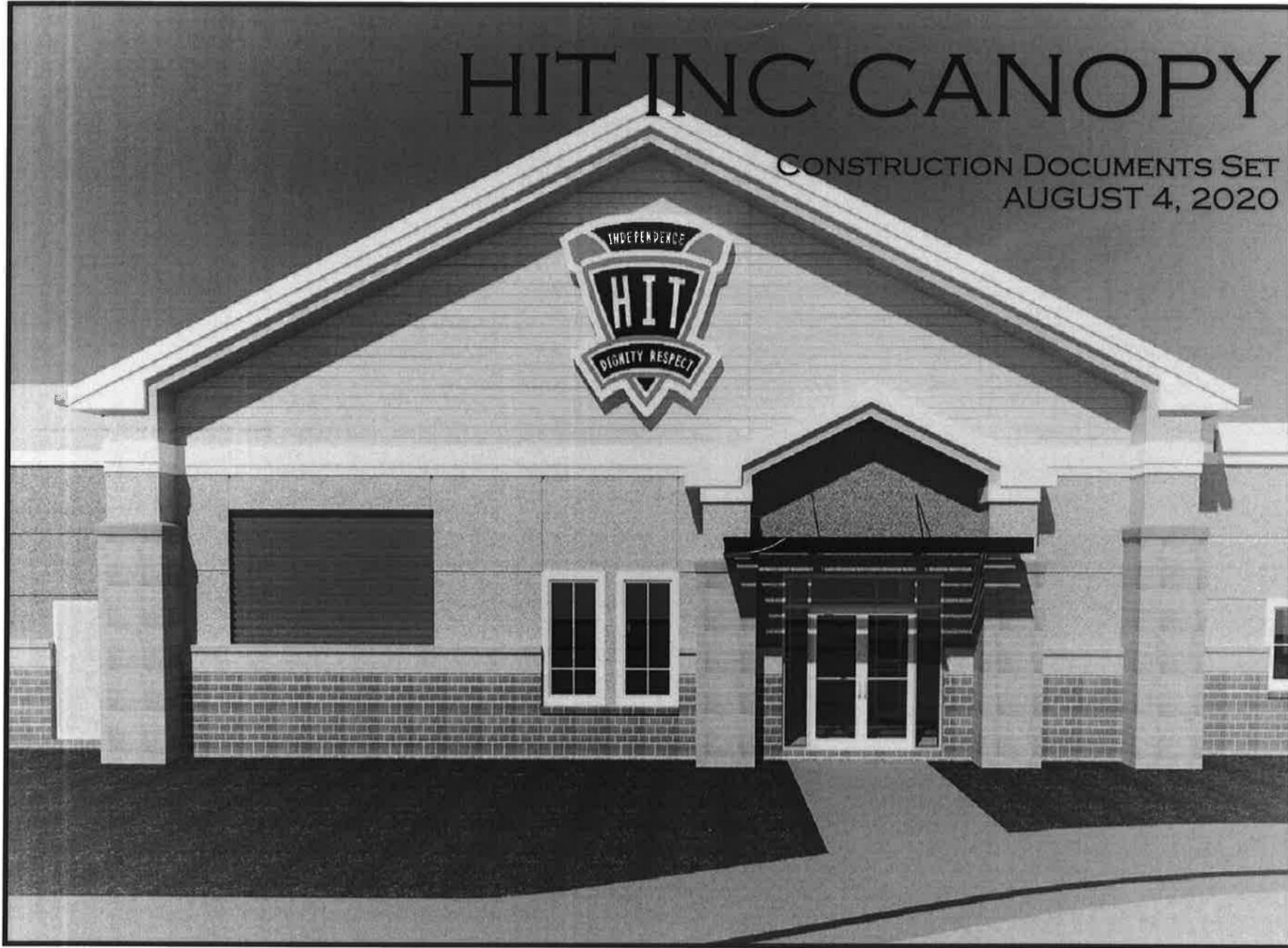
**Approvals are subject to compliance with Federal, State and Local regulations.**

[Signature]  
Applicant

8.27.2020  
Date

# HIT INC CANOPY

CONSTRUCTION DOCUMENTS SET  
AUGUST 4, 2020



**ICON**

WWW.ICONARCHITECTS.COM

© 2020

**HIT, INC. Canopy**

Construction Documents

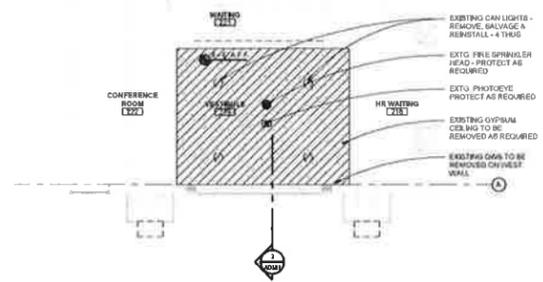
2641 Sunset Drive NW

Mandan, North Dakota 58554

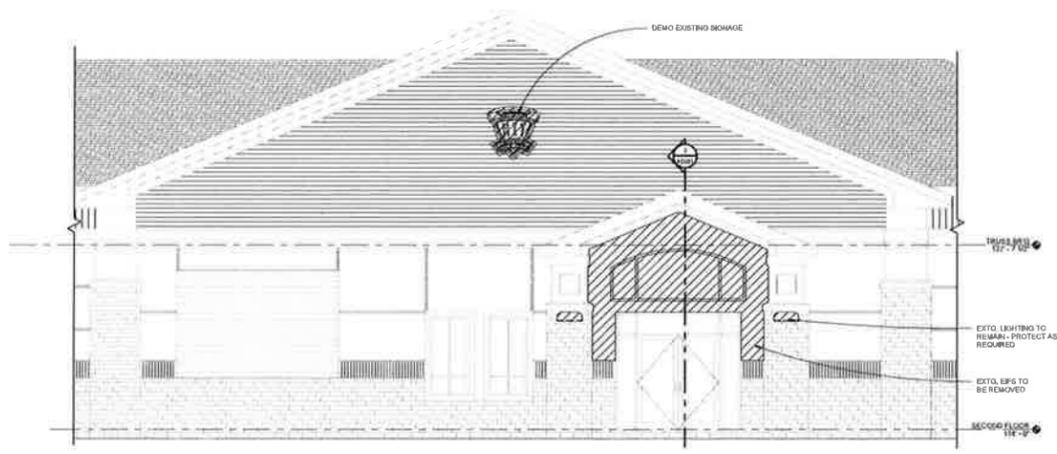
JOB NO. 18-004 | 07/13/20



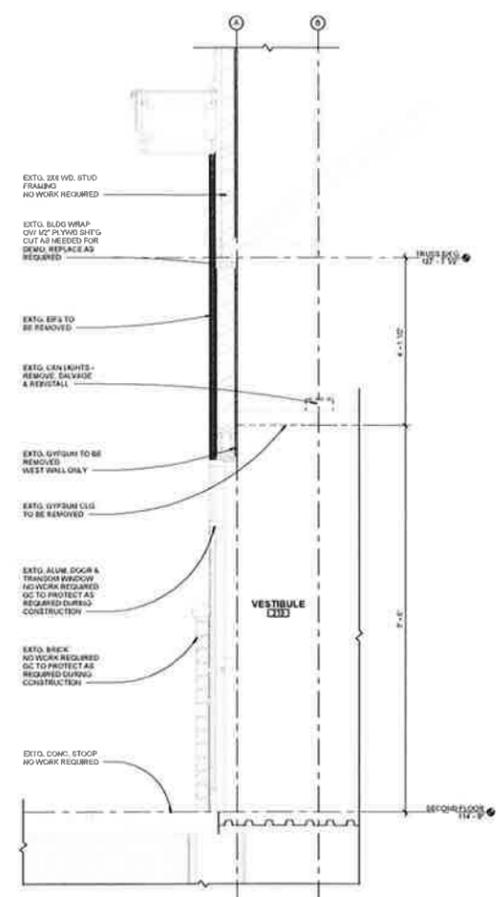
14/02/20 10:43:37 AM BM 300 #116204 Mecosoft HIT116204\_Mandarin\_VT\_Canopy.rvt



3 Demo Vestibule RCP  
1/4" = 1'-0"



1 Main Entrance - Demo  
1/4" = 1'-0"



2 Demo Main Vestibule Section  
3/4" = 1'-0"

**ICON**  
ARCHITECTURAL CONSULTANTS

100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58554  
P: 701.781.0000 F: 701.781.0004  
WWW.ICONARCHITECTS.COM

100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58554  
P: 701.781.0000 F: 701.781.0004  
WWW.ICONARCHITECTS.COM

MECHANICAL

ELECTRICAL

CIVIL

**HIT, INC. Canopy**  
Mandan, ND  
2641 Sunset Drive NW  
Mandan, North Dakota 58554

Drawing History

No.	Description	Date

DRAWN BY: SHUT      JW 12-01

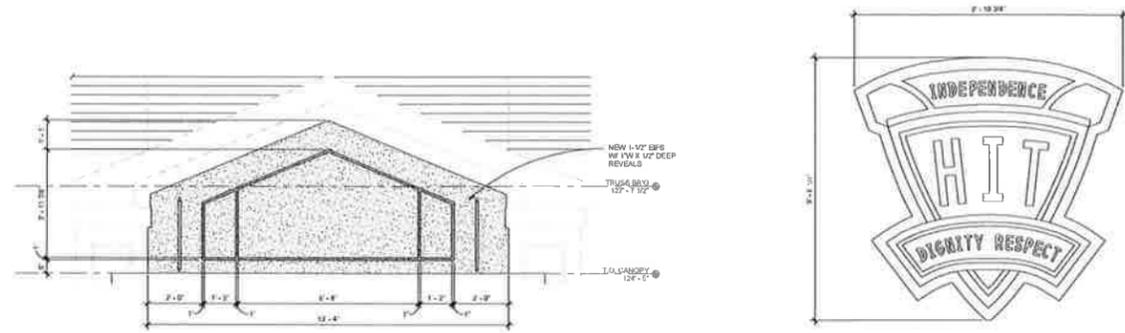
**NOT FOR CONSTRUCTION**

DEMO CANOPY PLAN, SECTION, & ELEVATION

SHEET  
**AD301**

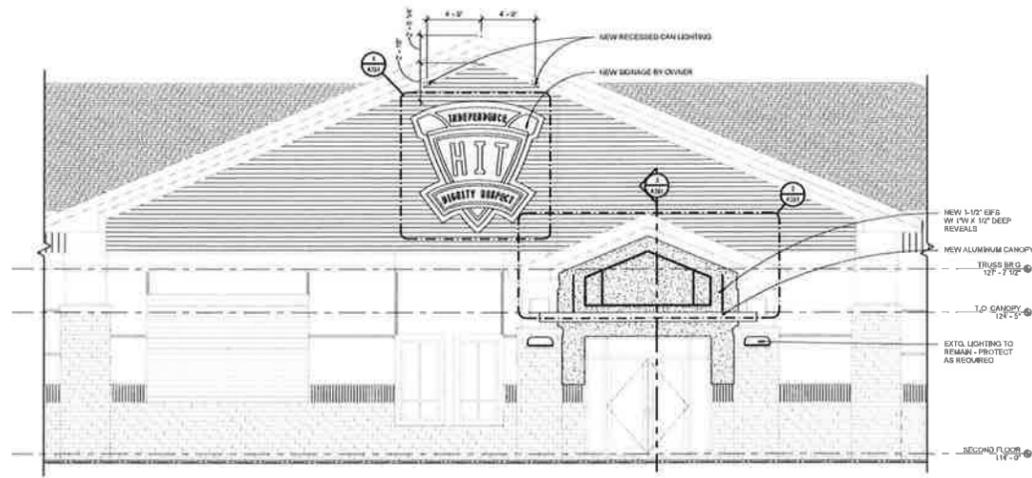




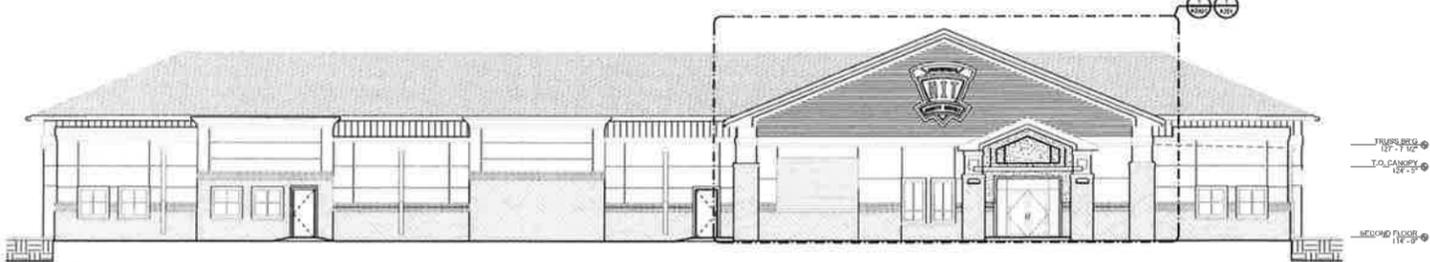


3 Enlarged EIFS Reveals  
1/2" = 1'-0"

4 Enlarged Signage - By Owner  
1/2" = 1'-0"



2 Main Entrance  
1/4" = 1'-0"



1 West Elevation  
1/8" = 1'-0"

**ICON**

100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58554  
P: 701.781.6888 F: 701.781.6888  
WWW.ICONARCHITECTS.COM

PROJECT:  
100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58554  
P: 701.781.6888 F: 701.781.6888  
WWW.ICONARCHITECTS.COM

MECHANICAL

ELECTRICAL

DATA

HIT, INC. Canopy  
Mandan, ND  
2641 Sunset Drive NW  
Mandan, North Dakota 58554

Drawing History

No.	Description	Date

DRAWN BY: MIST JAW 12.201

NOT FOR  
CONSTRUCTION

EXTERIOR ELEVATIONS

SHEET  
**A201**

B:\18027174-004 Mandan HIT\A201 - Mandan HIT\_Canopy.rvt  
12/20/2016 10:48:27 AM





2  
A403  
Exterior Rendering - For Reference Only  
1/2" = 1'-0"



1  
A403  
Exterior Rendering - For Reference Only  
1/2" = 1'-0"

**ICON**  
ARCHITECTURAL GROUP

100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58504

100 COLLINS AVE  
SUITE 101  
MANDAN, ND 58504

MECHANICAL

ELECTRICAL

CEILING

HIT, INC. Canopy  
Mandan, ND  
2641 Sunset Drive NW  
Mandan, North Dakota 58554

Drawing History

No.	Description	Date

DRAWN BY: WJL Date: 06/18/2024

NOT FOR  
CONSTRUCTION

PRELIMINARY  
RENDERINGS - ENTRY  
CANOPY

SHEET  
**A403**

**MANDAN ARCHITECTURAL REVIEW COMMISSION  
APPLICATION  
PHONE 667-3230 FAX 667-3481**

Applicants must present 10 copies of all required documentation to the Building Inspections Department no later than 12 p.m. (noon) on the Wednesday prior to the scheduled meeting at which consideration is desired.

1. Description of Proposed Activity: Build a Shop/condo
2. Name of Owner: Victor Goncharov  
Mailing Address: 902 2nd street NE Mandan ND  
Phone (Cell) 7013299659 (Office) \_\_\_\_\_
3. Name of Architect if applicable: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone (Cell) \_\_\_\_\_ (Office) \_\_\_\_\_
4. Name of Contractor: Hugo Home Improvement LLC  
Mailing Address: 902 2nd street NE Mandan ND  
Phone (Cell) 2185390618 (Office) \_\_\_\_\_
5. Parcel Address: 2903 Jude Lane NW
6. Legal Description:  
Lot 2 Block 1 Addition Replat L4-8 B4  
Section \_\_\_\_\_ Township Mandan Range \_\_\_\_\_
7. Zoning: Comercial/Residential
8. Existing Land Use: For sale
9. Lot Size (Sq Ft) 0.55 acre  
Existing Bldg Area (Sq Ft) \_\_\_\_\_  
Proposed Bldg Area (Sq Ft) \_\_\_\_\_
10. Estimated Cost of Project: 250000

I understand the procedures for Architectural Review and have received the checklist (see attached sheet) to be followed for approval as set forth in Chapter 111-1 of the Mandan City Code.

Approvals are subject to compliance with Federal, State and Local regulations.

Applicant \_\_\_\_\_ Date \_\_\_\_\_

# CITY OF MANDAN

## CHECK LIST FOR ISSUANCE OF BUILDING PERMIT

Ten copies of the following information needs to be submitted with the application to the Building Inspections Department no later than 12 p.m. (noon) on the Wednesday prior to the scheduled meeting at which consideration is desired. Eight copies shall be no larger than 11 x 17 and two copies shall be complete sets, drawn to scale.

### A. Plot Plan - Drawn to Scale

- ✓ 1. Boundaries-Indicate **North Arrow**
- ✓ 2. Road(s) fronted upon
- ✓ 3. Utility lines or easements-existing and planned
- ✓ 4. Major topographic features-existing and planned-drainage
- ✓ 5. Landscaping and major vegetative cover-existing and planned
- ✓ 6. Location of structure(s) on site; existing and proposed
  - a. Includes dimensions
  - b. Includes set back distances
  - c. Includes exterior security and area lighting, **fire hydrants (must indicate if 350 feet or less from proposed project)**, etc.
  - d. Dumpsters and screen walls
- ✓ 7. Vehicular and pedestrian plans.
  - a. **Parking. Include number of spaces including handicapped parking, location, hard surfacing, etc.**
- ✓ 8. Signage

### B. Photos and/or Samples of Proposed Building Exterior, Including Exterior Colors

### C. Elevation Architectural Plans to Scale

- ✓ 1. Elevation drawings to include ALL sides.

**D. Two Copies of the Storm Water Management Systems. This must be certified by an engineer. If not applicable, submit in writing why you think it should not affect the existing system.**

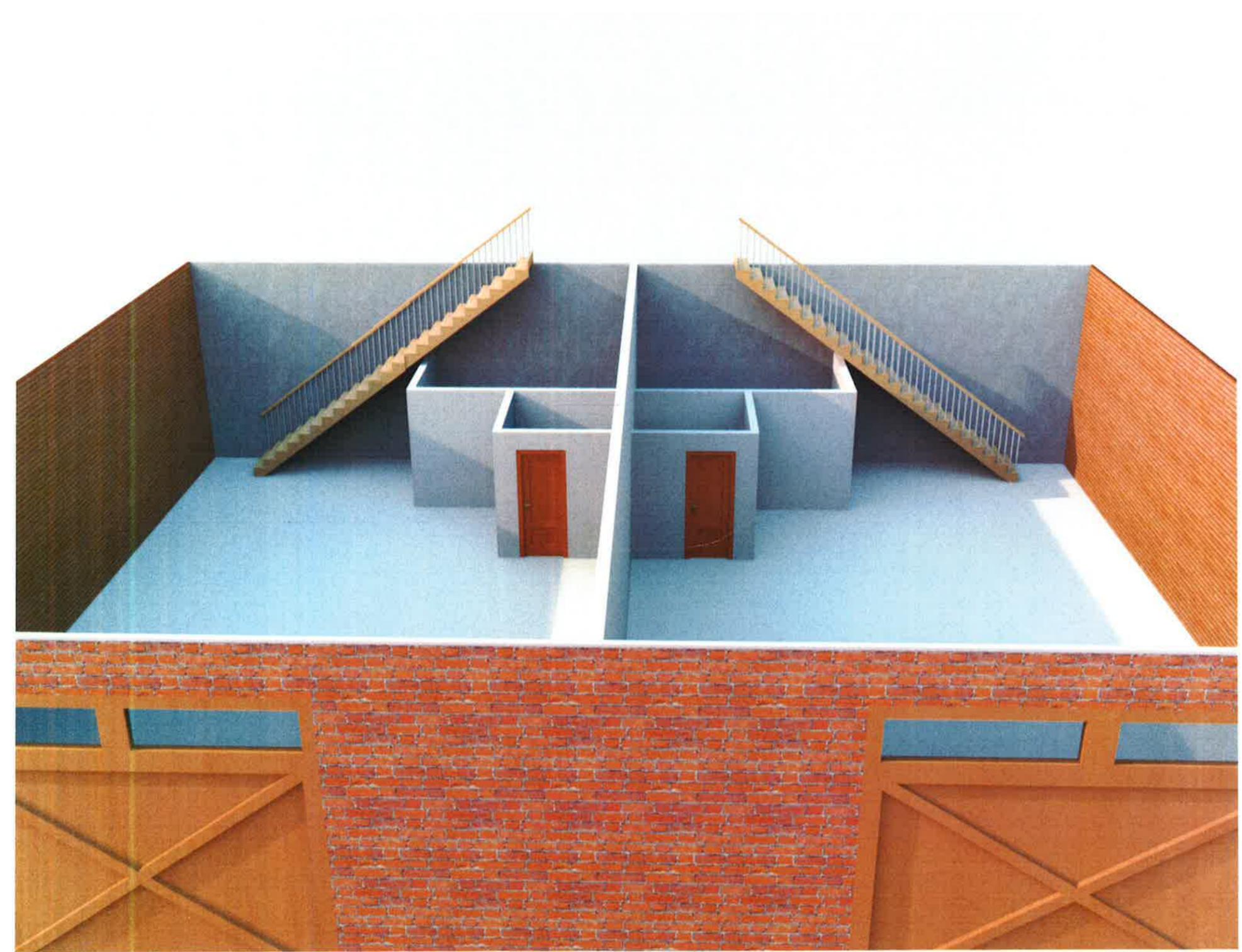
**E. The owner, whenever possible, and the contractor or a representative needs to be present at the scheduled meeting.**

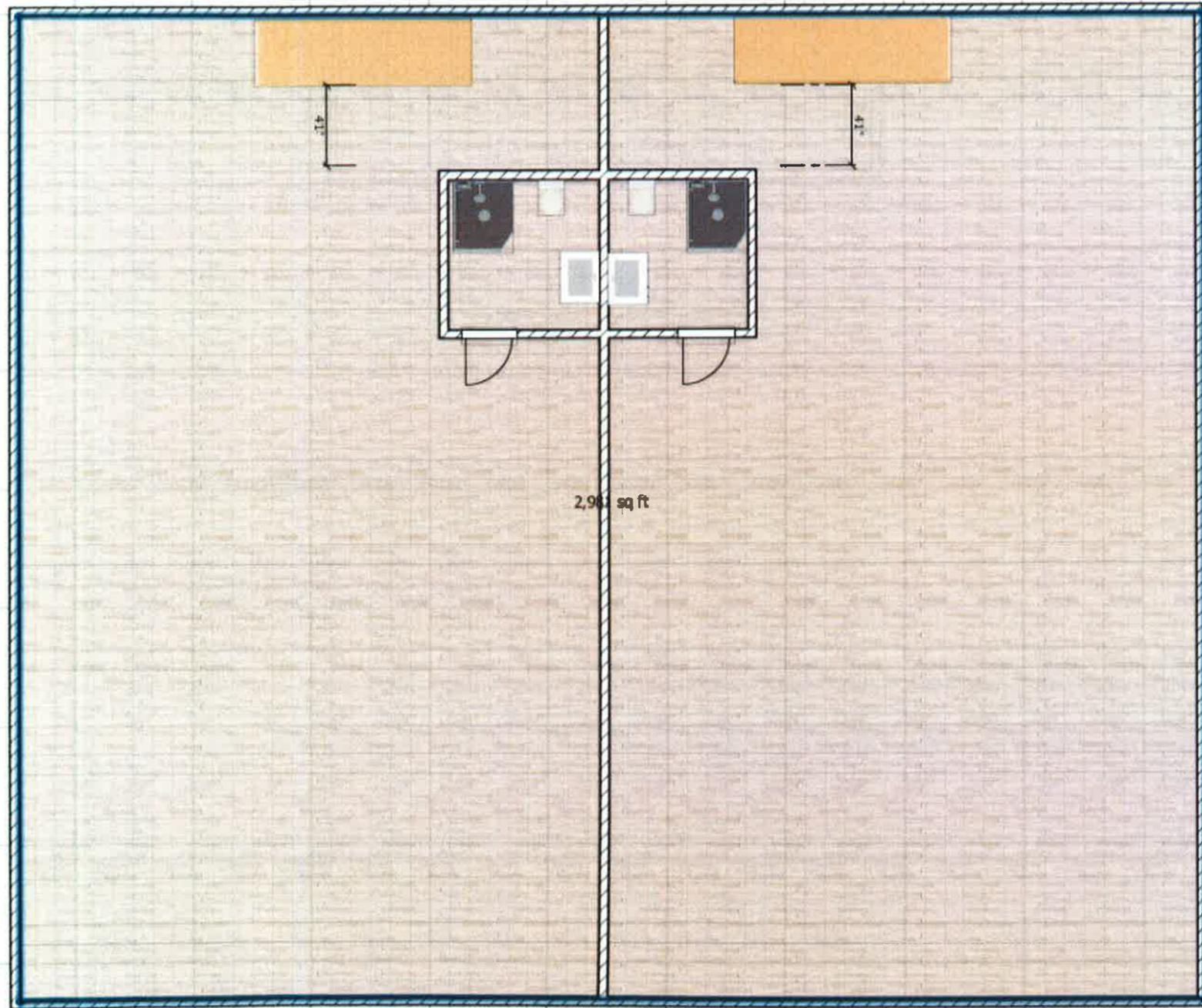
The Architectural Review Board has a regularly scheduled meeting every 2<sup>nd</sup> and 4<sup>th</sup> **Tuesday at 1 p.m. in City Hall**. Applications may be accepted and/or scheduled up to the prior Wednesday at 12 p.m. (noon).







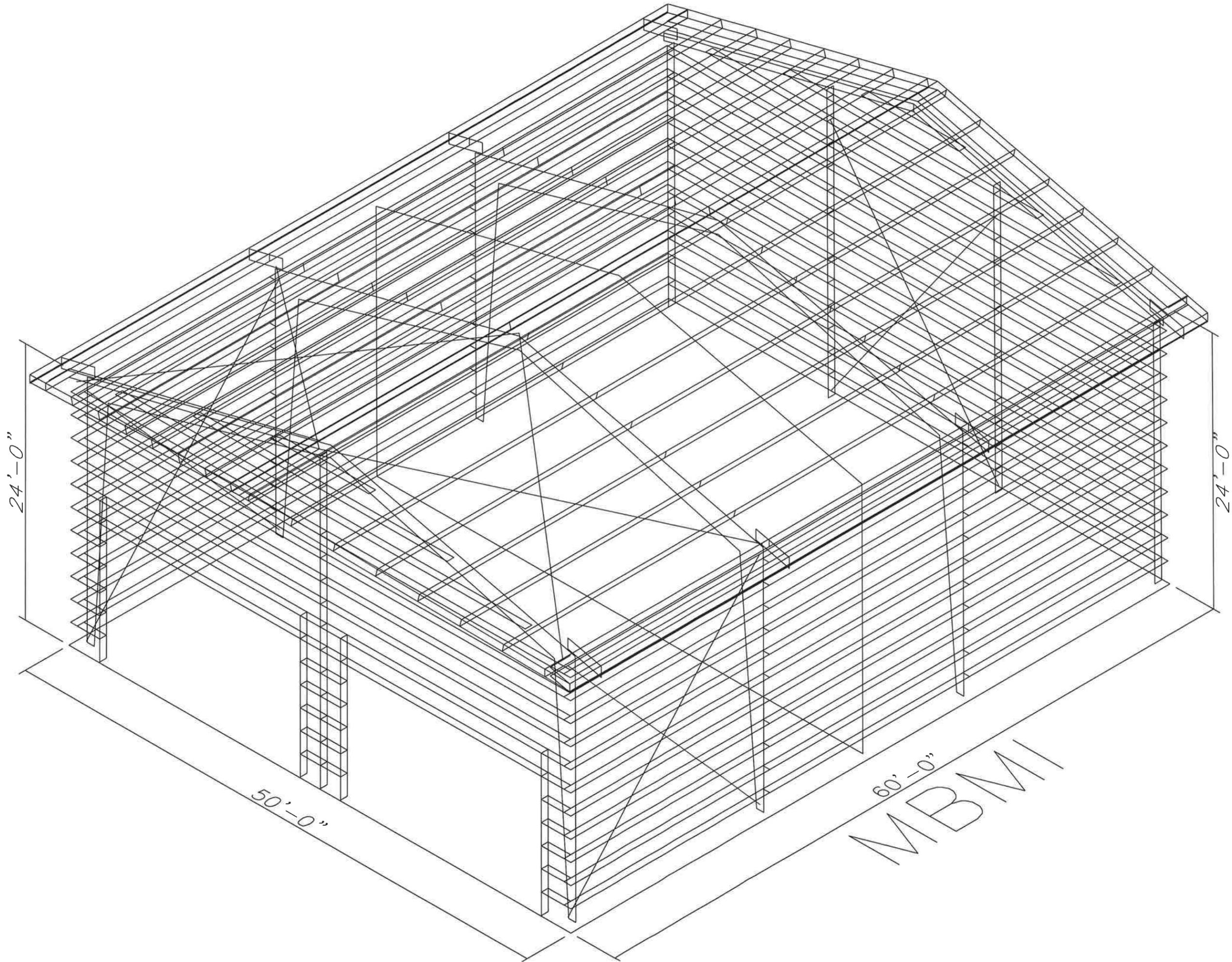




2'9" sq ft

4'11"

4'11"

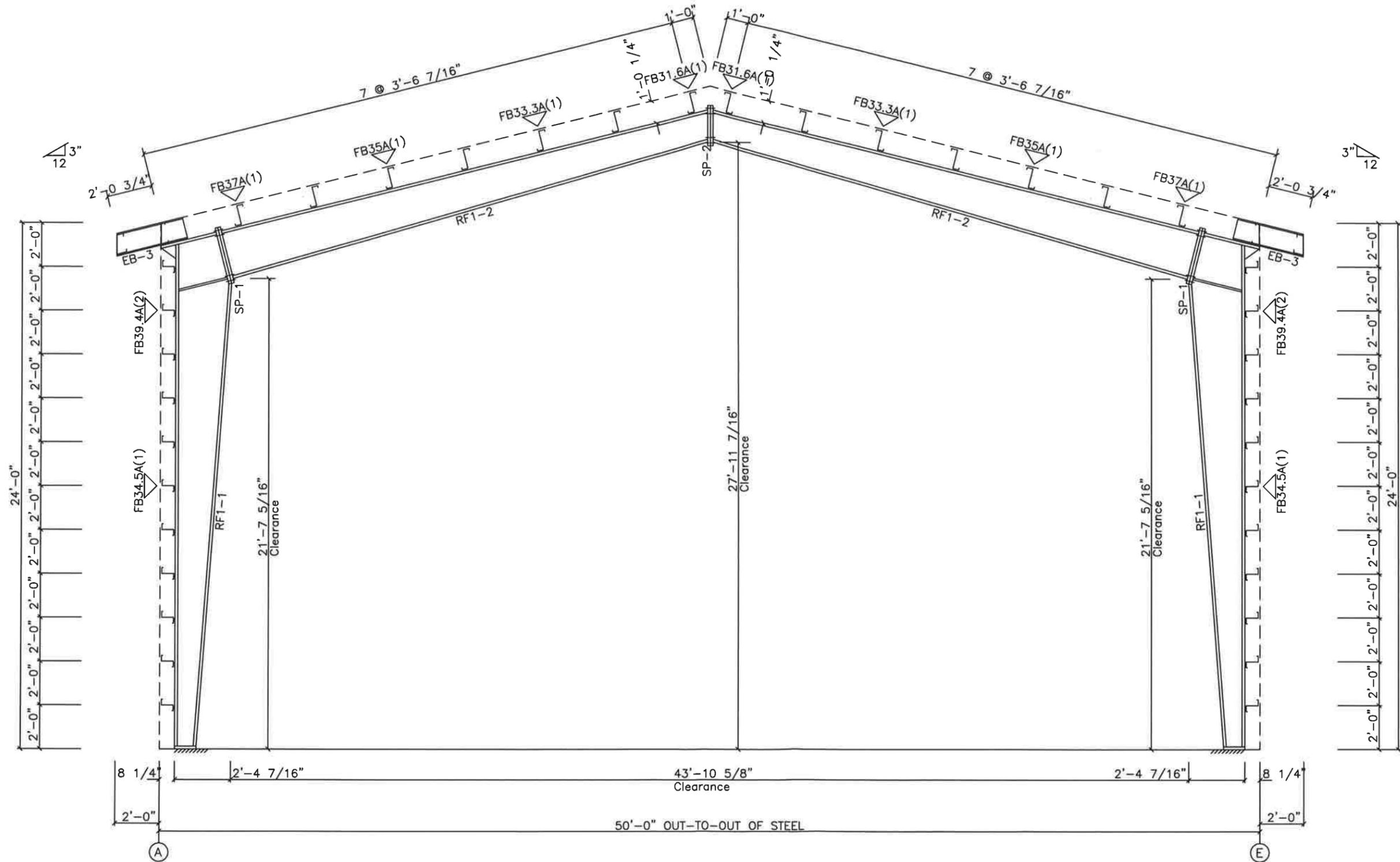




SPLICE PLATE & BOLT TABLE									
Mark	Qty		Int	Type	Dia	Length	Width	Thick	Length
	Top	Bot							
SP-1	4	4	0	A325	0.625	2.00	6"	1/2"	2'-7 1/4"
SP-2	4	4	0	A325	0.625	2.00	6"	1/2"	1'-9 1/4"

MEMBER TABLE								
Mark	Web Depth		Web Plate		Outside Flange		Inside Flange	
	Start	End	Thick	Length	W x Thk	x Length	W x Thk	x Length
RF1-1	8.5	11.3	0.135	36.0	5 x 3/16"	x 276.9	5 x 1/4"	x 255.9
	11.3	27.3	0.135	210.2	6 x 3/16"	x 30.5		
	27.3	28.0	0.188	36.0				
RF1-2	24.0	15.2	0.135	240.0	5 x 3/16"	x 151.1	5 x 1/4"	x 103.2
	15.2	14.0	0.135	37.1	5 x 3/8"	x 126.0	5 x 3/16"	x 170.6

▽ FLANGE BRACES: (1) One Side; (2) Two Sides  
 FBxxA(1): xx=length(in)  
 A - L2X2X14



RIGID FRAME CROSS SECTION: FRAME LINE 2 3

GENERAL NOTES:

- CONSTRUCTION NOTES FOR THE RIGID FRAMES.
- ALL FIELD CONNECTIONS OF PRIMARY FRAMING MEMBERS SHALL BE BOLTED, WITH A325 H. S. BOLTS AND INSTALLED BY THE 'TURN OF THE NUT' METHOD.
  - ALL FIELD CONNECTIONS OF SECONDARY FRAMING SHALL BE BOLTED WITH A307 MACHINE BOLTS.
  - WELDING PROCESSES USED BY MANUFACTURER ARE IN ACCORDANCE WITH SEC. 1.3 OF AWS D 1.1.

**MBMI**  
 METAL BUILDINGS

4723 W ATLANTIC AVE.  
 SUITE A20  
 DELRAY BEACH, FL 33445  
 TEL.: 800-293-2097

CUSTOMER  
 PRE-ENG BLDG.  
 AD2

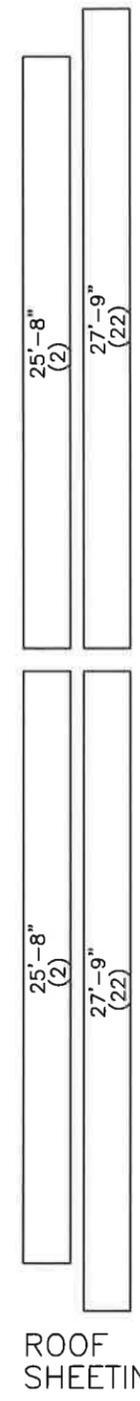
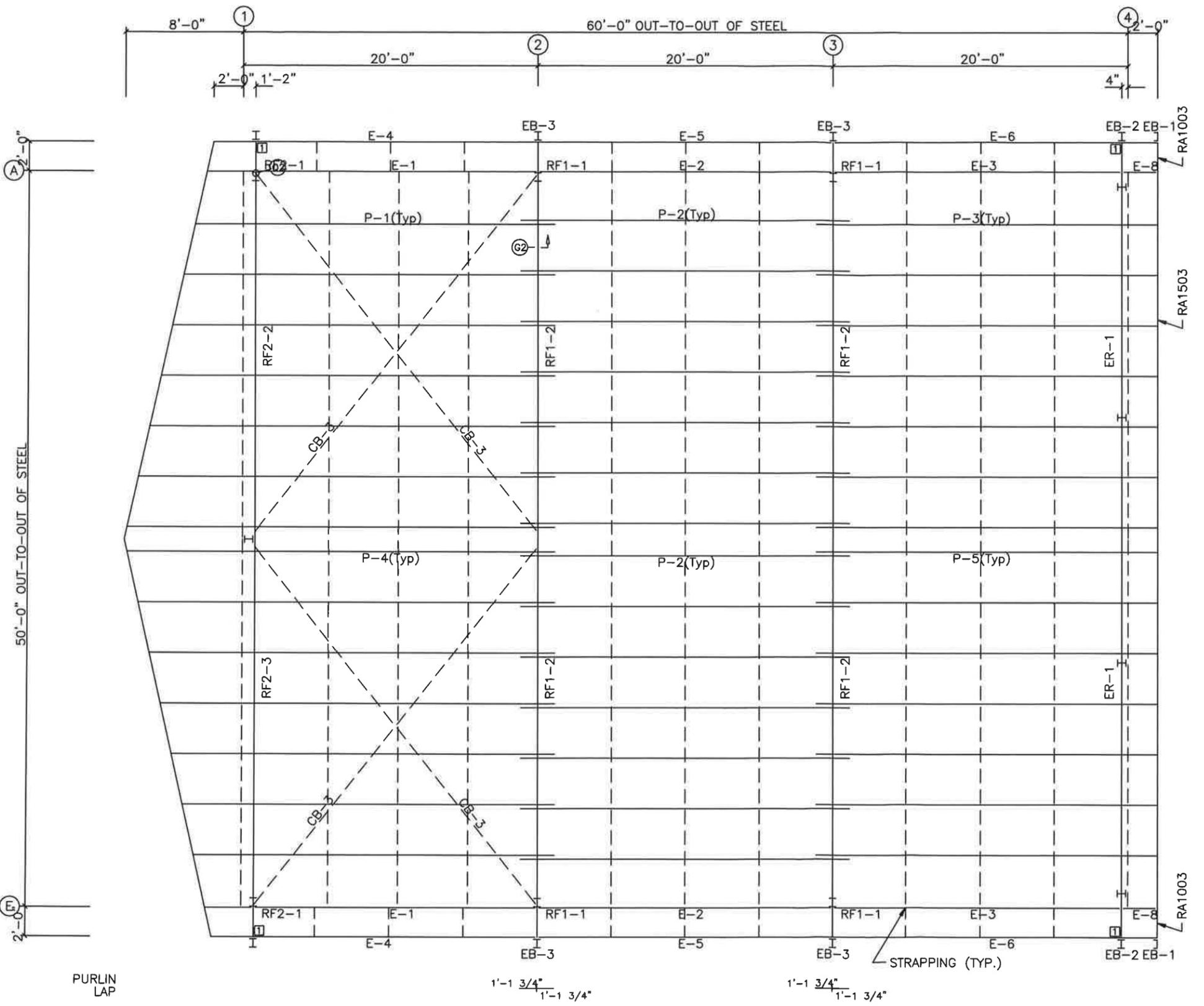
DATE	8/18/20	DWG NO	OF	REV
RIGID FRAME ELEVATION				JOB NO 9875BS

EXTENSION/CANOPY BOLTS				
ROOF PLAN				
MARK	QUAN	TYPE	DIA	LENGTH
EB-2	4	A325	1/2"	1 1/4"
EB-3	4	A325	1/2"	1 1/4"

TRIM TABLE	
ROOF PLAN	
OID MARK	DETAIL
1 SSRC	TRIM_108

CONNECTION PLATES	
ROOF PLAN	
OID MARK/PART	
1 d2	

MEMBER TABLE	
ROOF PLAN	
MARK	SIZE
EB-1	8X20016
EB-2	W12541
EB-3	W12541
P-1	12X25Z14
P-2	12X25Z14
P-3	12X25Z14
P-4	12X25Z14
P-5	12X25Z14
F-1	12E12
F-2	12E12
F-3	12E12
F-4	12E12
F-5	12E12
F-6	12E12
F-7	12E12
F-8	12E12
CB-3	0.25_CBL



ROOF SHEETING

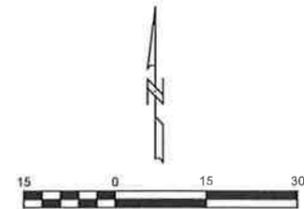
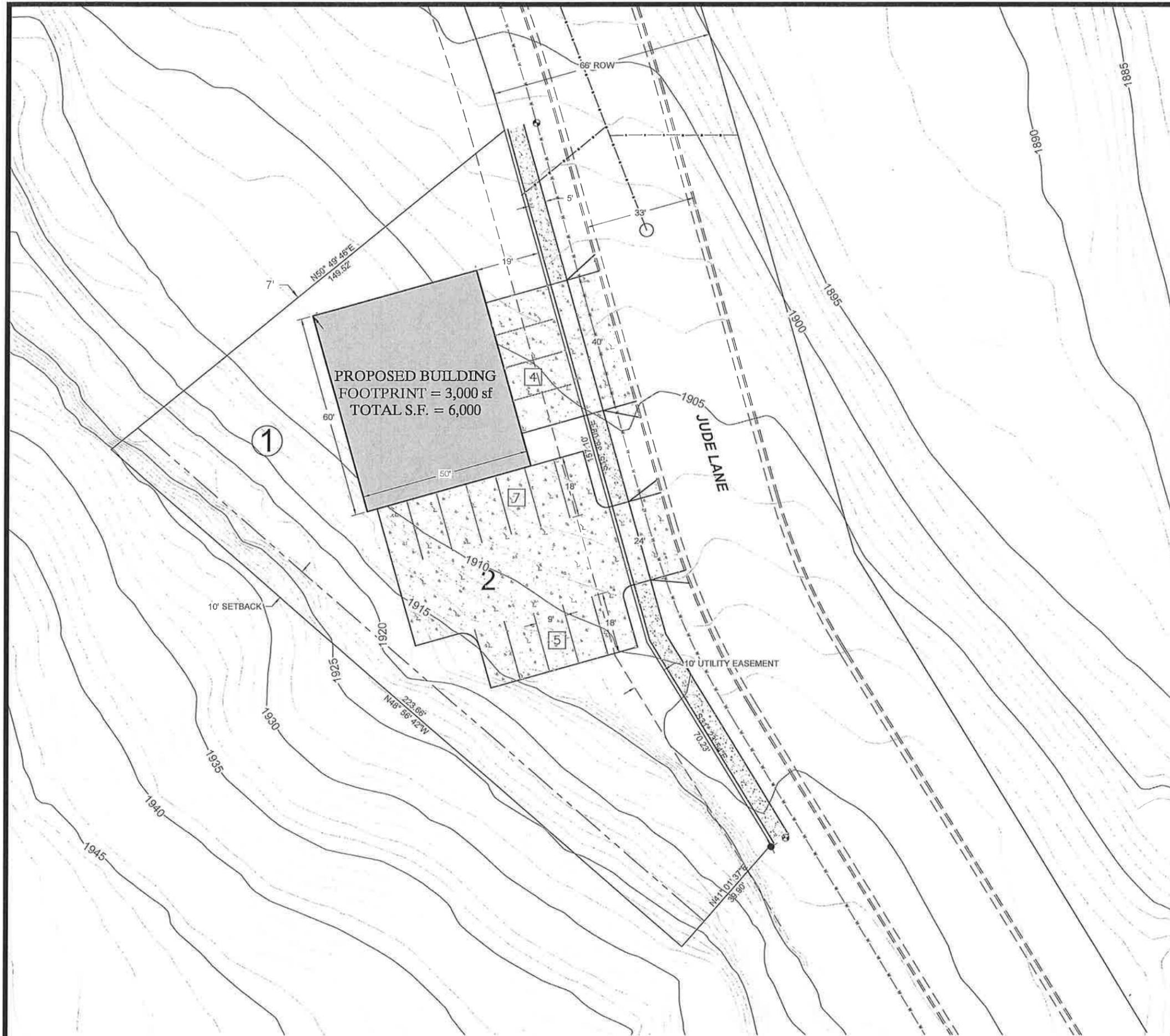
ROOF FRAMING PLAN

- GENERAL NOTES:**
- FOR STANDING SEAM ROOF SYSTEMS SEE STANDING SEAM MANUAL, FOR SCREW DOWN ROOF SYSTEMS SEE BELOW.
  - ATTACH ROOF PANELS TO FRAMING MEMBERS WITH #12 S.D. SCREWS AS NOTED:  
4" O.C. AT RIDGE CAP & END LAPS,  
6" O.C. AT EAVE (4" O.C. 130 MPH & OVER WIND LOAD) &  
12" O.C. AT ALL OTHER PURLINS (6" O.C. 130 MPH & OVER WIND LOAD).
  - USE #14 S.D. SCREWS 24" O.C. (MAX.) AT PANEL SIDE LAPS  
(12" O.C. 130 MPH & OVER WIND LOAD).
  - USE #14 S.D. SCREWS 12" O.C. AT ROOF TRIM.
  - USE #12 TEK2 SCREWS AT RAKE ANGLE TO PURLIN.
  - MBMI HIGHLY RECOMMENDS INSTALLING A SNOW RETENTION SYSTEM (BY OTHERS) TO PROTECT THE GUTTER SYSTEM FROM DAMAGE IN HIGH SNOW LOAD AREAS.

**MBMI**  
METAL BUILDINGS

4723 W ATLANTIC AVE.  
SUITE A20  
DELRAY BEACH, FL 33445  
TEL.: 800-293-2097

CUSTOMER		
PRE-ENG BLDG.		
AD2		
DATE	DWG NO	REV
8/18/20	OF	
ROOF FRAMING		JOB NO 9875BS



VERT. DATUM: NAVD88  
 HORIZ DATUM: 1983 STATE PLANE, ND SOUTH (3302)

**LEGEND**

- 1810 — PROPOSED CONTOUR
- ==== PROPOSED CURB & GUTTER
- # PARKING STALL COUNT
- [Stippled Box] PROPOSED CONCRETE PAVEMENT
- [Dotted Box] PROPOSED CONCRETE SIDEWALK

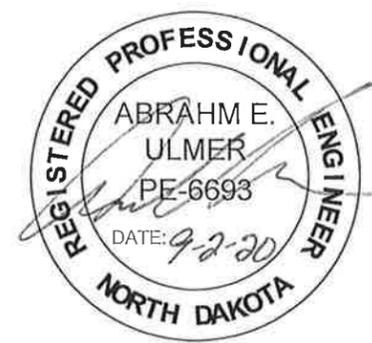
**LEGAL DESCRIPTION:**  
 LOT 2, BLOCK 1,  
 BIG SKY 3RD ADDITION REPLAT  
 LOT AREA: 79,363 SF

**ZONING:**  
 CB-RESTRICTED ORD, # 1190

**OWNER:**  
 F & S PROPERTIES, LLC  
 2501 ANGUS DRIVE  
 BISMARCK, ND 58504

**SETBACKS:**  
 FRONT: 0'  
 SIDE: 0'  
 REAR: 10'

**BUILDING CONSTRUCTION TYPE:** STEEL FRAME  
**NUMBER OF STORIES:** 2 LEVELS  
**FIRE SUPPRESSION SYSTEM:** NO  
**TOTAL BUILDING AREA:** 3,000 SF PER FLOOR 6,000 SF TOTAL  
**REQUIRED PARKING:** UPPER FLOOR: 3000 SF @ 300 SF = 8 SPACES  
 LOWER FLOOR: 3000 SF @ 300 SF = 8 SPACES  
**TOTAL REQUIRED PARKING:** 16 SPACES    **SPACES PROVIDED = 16**



**TOMAN ENGINEERING**  
 501 1st Street NW, Mandan, ND 58554  
 Phone: 701-663-6483 • Fax: 701-663-0923

HUGO HOME IMPROVEMENT, LLC  
 2903 JUDE LANE  
 MANDAN, NORTH DAKOTA

LOT 2, BLOCK 1,  
 BIG SKY ESTATES 3RD ADDITION REPLAT  
 MANDAN, NORTH DAKOTA  
 SHEET 1 OF 1                      SEPTEMBER, 2020

**\*CAUTION\***  
 UTILITY LOCATIONS ARE APPROXIMATE.  
 CONTRACTOR IS RESPONSIBLE FOR  
 VERIFYING LOCATION PRIOR TO  
 EXCAVATION

**PROPOSED CONDITIONS**