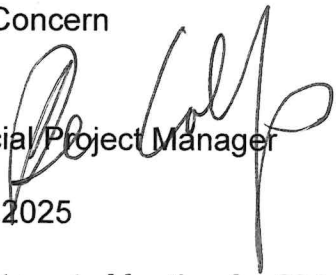




## MEMORANDUM

TO: Whom it May Concern

FROM: Bev Collings  
Zoning & Special Project Manager 

DATE: November 13, 2025

RE: Board of Adjustments Meeting for 221 Conklin Ave.

Please be informed that the meeting date to hear a variance is scheduled for Thursday, December 4 at 10:30 am in person in room 201 Public Works Facility, 724 N. 47<sup>th</sup> St., to consider the appeal below.

1. Craftsmen Real Estate Management, LLC, 221 Conklin Ave., has made a request for variance to impervious surface area coverage requirements [Section 18-0209(7) of the Land Development Code] in order to develop the property with a single family home. Legal Description: Lots 27 & 28, Block 8 of Riverside Park Addition.

Any member of the public seeking to submit comments relating to an Agenda item or public hearing should submit their comments to Bev Collings at [bcollings@grandforksgov.com](mailto:bcollings@grandforksgov.com) or call 701-330-8911 for further information. All comments received before 3:00 PM on the day prior to the meeting day will be considered part of the record of the meeting as if personally presented.

NOTE: Any individual requiring special accommodation to allow access or participation at a City meeting is asked to notify the ADA Coordinator (746-2665) of their needs one week prior to meeting date.



APPLICATION FOR APPROVAL OF

VARIANCE TO THE ZONING REGULATIONS IN CONVENTIONAL ZONING DISTRICTS

City of Grand Forks Inspection Department
255 North 4th Street
P.O. Box 5200
Grand Forks, ND 58206-5200
(701) 746-2631
(701) 787-3741 FAX

1. APPLICANT:

- a. Application is hereby made to the Zoning Board of Adjustments of the City of Grand Forks, pursuant to the provisions of Article 6 of the Land Development Code, for a Variance from the provisions of the zoning district of the property herein described.
b. To insure the accurate and efficient processing of this application, and to avoid errors and delays, supply all the required information. Fill out all blank spaces clearly, concisely, and completely, and sign the application.
c. If you are not the recorded owner of the property, you are considered the authorized agent of the recorded owner. If you are filing as an authorized agent, supply the information for both the recorded owner and yourself.

RECORDED OWNER: Name: Craftsmen Real Estate Management, LLC (Print) Mailing Address: Phone #: e-mail:
AUTHORIZED AGENT: Name: Tim Rosencrantz (Print) Mailing Address: Phone #: 218-779-9092 e-mail:

2. PROPERTY:

Matter of the request for a variance located at: 221 Conklin Ave.
Lot(s): 27 & 28, Block(s) 8
Addition: Riverside Park to the City of Grand Forks, North Dakota.

REQUESTED VARIANCES:

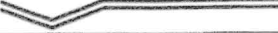
Table with 5 columns: #, Item to be Varied, Code Section, Requirement, Requested. Row 1: 1, Impervious Surface, 1B-, 40%.

3. PRESENT CONDITIONS OF PROPERTY:

Zoning District: R-2 General Land Use: One & two family residential
Use of Property and/or building: Single family home

4. FINAL DECISION OF PLANNING AND/OR ENGINEERING DEPARTMENT BEING APPEALED:

a. Outline concisely the proposed change(s) and why such an adjustment is necessary:


**Lumber Mart Inc.**  
 221 E. 3RD ST. GRAND FORKS, ND 58001 TEL: 773-2122  
 1700 BUSINESS HWY. 1, SUITE 100, GRAND FORKS, ND 58001

THE CRAFTSMEN  
 ROSENQUIST RESIDENCE  
 221 CONKLIN AVE

DATE: 9-22-25  
 DRAWN BY: J.S.  
 CHECKED BY: J.S.  
 SCALE: 1/16" = 1'-0"  
 SHEET NO.: 7

SHEET NO. **7**

