

**BISMARCK RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
July 13, 2023**

The Bismarck Renaissance Zone Authority met on July 13, 2023, in the Tom Baker Meeting Room in the City-County Office Building at 221 North 5th Street and remotely via the online platform Zoom. Chair Christianson presided and was present in the Tom Baker Meeting Room.

Authority members present were Jim Christianson, Kirsten Dvorak, Joe Fink, Dustin Gawrylow, Nancy Guy and Greg Zenker via Zoom.

Authority member Curt Walth was absent.

Design Advisor David Witham was present.

Design Advisor Eric Hoffer was absent.

Staff members present were Sandra Bogaczyk (Office Assistant II), Ben Ehreth (Director of Community Development), Isak Johnson (Planner) and Daniel Nairn (Planning Manager).

Guests present were Kate Herzog (The Downtowners), Jeff Übl and Sydney Seamands (Übl Design Group, P.C.), Michael Vetter (JLG Architects).

CALL TO ORDER

Chair Christianson called the meeting to order at 4:00 p.m. and welcomed guests present.

MINUTES

There were no minutes to approve because the last regular meeting minutes were approved at the special meeting held June 29, 2023.

**DOWNTOWN DESIGN REVIEW – 122 EAST THAYER AVENUE
FLECK HOUSE, LLC – RENOVATIONS**

Mr. Nairn gave an overview of the staff report and stated that the applicant, Fleck House, LLC., is requesting Downtown Design Review approval of renovations and new construction at 122 East Thayer Avenue. Mr. Nairn noted that the proposal meets guidelines in several ways, as noted in the staff report.

At Chair Christianson's consent Mr. Nairn introduced Mr. Übl who delivered a presentation, included in the agenda packet, to Authority members describing the scope of the intended work in detail, including a proposed access easement. Mr. Übl described two parts of a project for a new four-story mixed-use construction and parking lot; one part to gut and renovate the existing building and another part is to demolish parts of the former Budget Inn Express and construct a new building. He also expects to feature a public art piece; the design as yet to be determined. He stated that he is working with MDU to bury the transformer currently on the property. He proposes extensive landscaping for residential outdoor use and first floor retail space on the corner of 2nd Street and Thayer Avenue.

Ms. Guy asked if any neighbors have made any comments. Mr. Übl stated that he has only received favorable comments so far.

There was discussion about the current condition of siding materials and proposed siding materials.

There was discussion about possible tenants, the size of retail space and security.

Chair Christianson stated that the project looks great.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends Downtown Design Review approval of the proposed design for 122 East Thayer Avenue as presented in all submitted documents and materials, with the following conditions:

1. An access easement is recorded for access through Lots 1-2, Block 100, Original Plat.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Nairn stated that the applicant will most likely apply for a Renaissance Zone project when and if the Renaissance Zone is reauthorized. He stated that the applicant understands that any capital improvements made prior to an approval cannot be included in an application.

MOTION: A motion was made by Ms. Guy and seconded by Mr. Fink to approve the proposed design for 122 East Thayer Avenue as presented in all submitted documents and materials, with consideration of updated designs shown during the meeting and with the following conditions:

1. An access easement is recorded for access through Lots 1-2, Block 100, Original Plat.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

The motion passed with members Dvorak, Fink, Gawrylow, Guy, Zenker and Chair Christianson voting in favor.

DOWNTOWN DESIGN REVIEW – 402 EAST MAIN AVENUE CAPE BOATS, LLC – STOREFRONT REPLACEMENT

Mr. Nairn gave an overview of the staff report and stated that the applicant, Cape Boats, LLC, is requesting Downtown Design Review approval of a storefront replacement at 402 East Main Avenue. He stated that there was an approved façade improvement project in 2020, along with historic rehabilitation and the new owner has a new design plan. The applicant proposes to replace windows and open transoms and at Chair Christianson's consent invited Mr. Vetter to comment on his project. Mr. Nairn noted that the proposal meets guidelines in several ways, as

noted in the staff report.

Mr. Vetter stated that he plans to achieve a more cohesive window pattern.

Mr. Witham stated that the project looks good.

Mr. Fink asked if it was typical that windows stop at the sidewalk or stop a distance above the sidewalk, as proposed. Mr. Nairn stated that a kick plate is typical for safety and snow removal purposes.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed design for 402 East Main Avenue as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Chair Christianson stated that his company is a tenant in the building but if there are no objections by Authority members to his voting on the item, he believes no conflict due to any financial gain exists. No Authority member stated they have a conflict with Chair Christianson voting on this item.

MOTION: A motion was made by Ms. Guy and seconded by Ms. Dvorak to approve the proposed design for 402 East Main Avenue as presented in all submitted documents and materials, with the condition that any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation. The motion passed with members Dvorak, Fink, Gawrylow, Guy, Zenker and Chair Christianson voting in favor.

DOWNTOWN DESIGN REVIEW – 119 NORTH 4TH STREET ELAD, LLC – BRICK PLANTER REMOVAL

Mr. Nairn gave an overview of the staff report and stated that the applicant, ELAD, LLC, is requesting Downtown Design Review approval to remove three street planters at 119 North 4th Street. Mr. Nairn explained the applicant's complaint about maintaining flower beds in front of the business which are not city-mandated structures but that the City would require the owner to work with Forestry to install at least two tree wells and maintain the new trees if the planters were demolished. He noted that the proposal meets guidelines in several ways, as noted in the staff report.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed removal of three planters for 119 North 4th Street as presented in all submitted documents and materials, with the following conditions:

1. At least two street tree wells are installed in accordance with Downtown Streetscape Standards in conjunction with the concrete removal.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Ms. Guy asked if the owner is responsible financially for the planter removal and planting the tree. Mr. Nairn confirmed that they are, but that partial cost of the trees could be shared with the Forestry Division.

Ms. Guy asked if the tree plantings are part of the applicant's request. Mr. Nairn stated that they are not and clarified the previous pavement conditions that are also required.

MOTION: A motion was made by Mr. Fink and seconded by Ms. Dvorak to approve the proposed design for 119 North 4th Street as presented in all submitted documents and materials, with the following conditions:

1. At least two street tree wells are installed in accordance with Downtown Streetscape Standards in conjunction with the concrete removal.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

The motion passed with members Dvorak, Fink, Gawrylow, Guy, Zenker and Chair Christianson voting in favor.

OTHER BUSINESS

REPORT FROM CITY STAFF

Mr. Nairn summarized the schedule of stakeholder board dates and reminded Authority members that they could appear at the informational meetings. A public notice would be posted for the possibility of four or more members attending each meeting but that no Authority business is expected to be taken by the Authority.

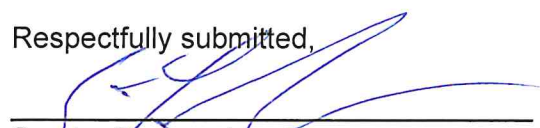
REPORT FROM DOWNTOWNERS

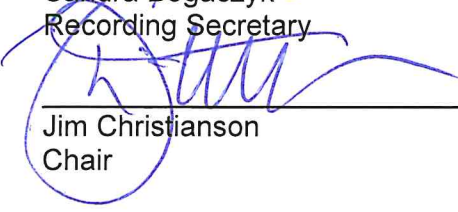
Ms. Herzog updated members on how interest rates could affect applications if the Renaissance Zone is reinstated.

ADJOURNMENT

There being no further business, the meeting of the Bismarck Renaissance Zone Authority adjourned at 4:49 p.m. to meet again on August 20, 2023.

Respectfully submitted,



Sandra Bogaczyk
Recording Secretary

Jim Christianson
Chair