

**BISMARCK RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
September 14, 2023**

The Bismarck Renaissance Zone Authority met on September 14, 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.

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), Julie Mees (Assistant City Attorney), and Daniel Nairn (Planning Manager).

Guests present were Mark Weber (Denton Family Enterprises) and Bryan Dean (Applewood Group).

CALL TO ORDER

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

MINUTES

The minutes of the August 10, 2023 meeting were distributed prior to the meeting.

MOTION: A motion was made by Ms. Guy and seconded by Ms. Dvorak to approve the minutes of the August 10, 2023 meeting. The motion passed unanimously by voice vote with members Dvorak, Fink, Gawrylow, Guy, Zenker and Chair Christianson voting in favor.

**DOWNTOWN DESIGN REVIEW – 224 WEST BROADWAY AVENUE
HERMAN EGGERS REVOCABLE LIVING TRUST AND DENTON FAMILY ENTERPRISES –
DEMOLITION**

Mr. Nairn gave an overview of the staff report and stated that the applicant, Herman Eggers Revocable Living Trust and Denton Family Enterprises, is requesting Downtown Design Review approval of demolition of the building at 224 West Broadway Avenue in order to expand off-street parking for the adjacent Dairy Queen to the west at 230 West Broadway Avenue. Mr. Nairn noted that the request is required of demolition projects within the Downtown District.

Mr. Nairn noted that the value of the building to be demolished is \$81,500, which is half of the

total value of the property. He noted that the structure was built in 1916 but is not in the Downtown Historic District and is not listed on the National Register of Historic Places. Mr. Nairn offered that Authority members could defer to the Historic Preservation Commission if desired.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed design for 224 West Broadway Avenue as presented in all submitted documents and materials, with the following conditions:

1. A Special Use Permit for the demolition for the purpose of creation of off-street parking is approved by the Planning and Zoning Commission.
2. The design of the parking lot meets the standards of the downtown design guidelines and is approved by the Downtown Design Review Committee.
3. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

There was discussion about the size, use, quality and condition of the current parking lot.

Mr. Weber stated that the parking lot would remain a parking lot, but the Dairy Queen driveway would be moved to the east to not bother people standing at the restaurant and stated that he would keep the large tree for summer shade.

Chair Christianson asked if the owner would be amenable to creating a pocket park.

Mr. Fink inquired why the application is being presented to the Downtown Design Review Committee since the applicant has no design to distribute. Mr. Nairn stated that the applicant is first wanting to know if the demolition would be supported before he buys the property and invests time and money into a site plan.

There was a discussion about creating conditions for the applicant to return to Downtown Design Review with a design plan if he purchases the property.

MOTION: A motion was made by Mr. Fink and seconded by Ms. Guy to approve the proposed design for 224 West Broadway Avenue as presented in all submitted documents and materials, with consideration of updated designs shown during the meeting and with the following conditions:

1. A Special Use Permit for the demolition for the purpose of creation of off-street parking is approved by the Planning and Zoning Commission.
2. The design of the parking lot meets the standards of the downtown design guidelines and is approved by the Downtown Design Review Committee.
3. 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 – 215 WEST THAYER AVENUE
APPLEWOOD GROUP, LLC – REVISE DESIGN TO INCLUDE OFF-STREET PARKING**

Mr. Nairn gave an overview of the staff report and stated that the applicant, Applewood Group, LLC, is requesting Downtown Design Review approval for revisions to the October 14, 2021 approved design for 215 West Thayer Avenue. He stated that the approved design project in 2021 included six units in two buildings. The applicant proposes a new 6-lot parking area between the current building, on the southern portion of the lot, and a future duplex at the front of the property with no new designs or elevations for the new building having been submitted.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed design for 215 West Thayer Avenue as presented in all submitted documents and materials, with the following conditions:

1. Building elevations and designs consistent with the approved design will be utilized for the new duplex.
2. A revised site plan for the parking lot is approved prior to installation of the parking area.
3. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Mr. Whitham stated that he was unsure if the proposed parking spaces have enough room for parking distances but noted that question would be resolved in the site plan process.

Chair Christianson invited Mr. Dean to address Authority members about his project timeline. Mr. Dean stated that he would construct the parking lot before constructing the duplex and he intends to build parking spaces for each of the three existing units. Mr. Dean affirmed that he would build the duplex, likely within the next year after installing the parking.

Mr. Witham requested that the applicant please consider constructing a one-way driveway and angled parking and Mr. Dean accepted that suggestion.

MOTION: A motion was made by Ms. Guy and seconded by Ms. Dvorak to approve the proposed design for 215 West Thayer Avenue as presented in all submitted documents and materials, with the following conditions:

1. Building elevations and designs consistent with the approved design will be utilized for the new duplex.
2. A revision to the site plan for the parking lot is approved prior to installation of the parking area.

3. 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, Gawrylow, Guy, Zenker and Chair Christianson voting in favor. Authority member Fink opposed.

OTHER BUSINESS

UPDATE ON RENAISSANCE ZONE RENEWAL PROCESS

Mr. Nairn summarized the results of the City Commission, School Board, and Parks Board approval of support for the Renaissance Zone and mentioned that the Burleigh County Commission withdrew the item from their agenda out of respect for the passing of Burleigh County Commission Chair Becky Matthews and noted that the Burleigh County Commission must decide when the item could be on a future agenda. Mr. Nairn recited the dates of the upcoming Burleigh County Commission meetings to answer Ms. Dvorak's inquiry.

Authority members came to a consensus about not requesting the item during budget meetings.

Mr. Fink asked what projects are waiting for potential Renaissance Zone approval from the commission. Mr. Nairn cited two projects and stated that those applicants would likely apply as soon as the program is available and support the renewal of the Renaissance Zone.

REPORT FROM DOWNTOWNERS

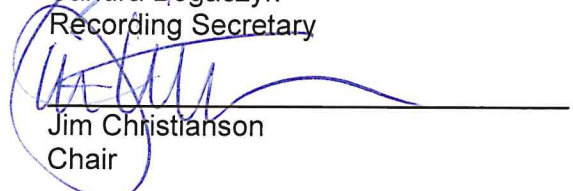
There was nothing to report but Chair Christianson announced that the Street Fair is happening this weekend.

ADJOURNMENT

There being no further business, the meeting of the Bismarck Renaissance Zone Authority adjourned at 4:28 p.m. to meet again on October 12, 2023.

Respectfully submitted,



Sandra Bogaczyk
Recording Secretary

Jim Christianson
Chair