

**RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
March 17, 2015**

The Bismarck Renaissance Zone Authority met on March 17, 2015 in the David J. Blackstead Meeting Room in the City-County Office Building at 221 North 5th Street. Chairman Walth presided.

Authority members present were Josh Askvig, Chuck Huber, Todd Van Orman and Curt Walth.

Authority members Jim Christianson, George Keiser and Jeff Ubl were absent.

Technical advisor Bruce Whittey was also present.

Staff members present were Jason Tomanek (Planning), Brenda Johnson (Assessing) and Hilary Balzum (Planning).

Guests present were Kate Herzog, Madison Cermak, Charles Hale, John Morrison, Jim Barnhardt, Joe Larrivee and Christopher Tello.

CALL TO ORDER

Chairman Walth called the meeting to order at 4:00 p.m.

MINUTES

The minutes of the February 17, 2015 meeting were distributed with the agenda packet. Chairman Walth pointed out a typographical error in the word 'completed' on page 2 of the minutes. Ms. Balzum said the correction would be made prior to publication.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Van Orman to approve the minutes of the February 17, 2015 meeting with corrections. The motion passed unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

CORE INCENTIVE PROGRAM PROJECTS

124 NORTH 4TH STREET – NODMOR, LLC

Mr. Tomanek said the applicant, NodMor, LLC, is requesting assistance from the CORE Technical Assistance Bank to secure architectural and engineering services for feasibility and cost studies for aspects associated with the east-facing exterior façade restoration for the portion of the building currently occupied by Sweet Treats. The building's exterior brick façade has been covered by a large metal screen above a large awning. The applicant intends

on removing the large metal screen and restoring the façade to an original appearance. Mr. Tomanek noted that the applicants were encouraged to apply for a CORE Technical Assistance Bank Grant to help determine the most appropriate method for removing the remaining portion of the former Lucas Department Store façade and to help develop a plan to rehabilitate the original façade.

Mr. Tomanek said, based on the above findings, staff recommends approval of the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect to assist with exterior façade improvements, design, drafting and other architectural services and a licensed engineer to assist with structural, mechanical and electrical aspects. The maximum architectural grant amount of \$2,475.00 is based on an hourly rate of \$110.00 for a maximum of 30 hours and a 25% match provided by the applicant. The maximum engineering grant amount of \$5,775 is based on an hourly rate of \$110.00 for a maximum of 70 hours and a 25% match provided by the applicant.

Mr. Tomanek asked the applicant if they will be working with J2 Studio and Architecture again as they did with their previous Juniper Archaeology project. Ms. Nodland said yes, that is their plan.

Mr. Askvig asked if there have been other applications with overlap using both the Renaissance Zone and Core projects since the guidelines were changed in 2010.

Mr. Tomanek said there have not been any Renaissance Zone rehabilitation or purchase projects where the recipient of the Renaissance Zone tax exemptions had requested the use of the CORE Façade Incentive Grant.

Chairman Walth opened the public hearing.

There being no comments, Chairman Walth closed the public hearing.

Mr. Askvig said discussions on the overlap in projects will definitely be held at the City Commission level, but he will be voting to approve it at this time. He said improvements are needed on this building, but he can see others having different perceptions.

MOTION: A motion was made by Mr. Huber and seconded by Mr. Van Orman to recommend approval of the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect to assist with exterior façade improvements, design, drafting and other architectural services and a licensed engineer to assist with structural, mechanical and electrical aspects with a maximum architectural grant amount of \$2,475.00 based on an hourly rate of \$110.00 for a maximum of 30 hours and a 25% match provided by the applicant and a maximum engineering grant amount of \$5,775 based on an hourly rate of \$110.00 for a maximum of 70 hours and a 25% match provided by the applicant . The motion passed

unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

212 WEST MAIN AVENUE – ELECTRONIC BUILDING COMPANY

Mr. Tomanek said the applicant, Electronic Building Company, is requesting assistance from the CORE Façade Incentive Grant Program to secure assistance for exterior improvements to the building. Improvements include new stone veneer columns, an EIFS wall cap, new windows on the entire south-facing façade, and brick infill to match the existing building.

Mr. Tomanek said, based on the above findings, staff recommends approval of the CORE Façade Incentive grant request to reimburse Electronic Building Company for 50% of the final project costs up to \$30,000 for the south façade for the work and materials associated with exterior building renovation project at 212 West Main Avenue with the following conditions:

1. The project generally conforms to the building elevations submitted with the application.
2. All the necessary building permits are obtained.
3. Any modifications to the project as proposed would need to be reviewed by the Renaissance Zone Authority prior to implementation.

Mr. Hale said the existing door on the west end is going to be bricked in and covered to match the façade to the main entry of the building, which will open into a vestibule with room for two tenants. He presented a sample of what the brick façade will look like and offered comments from C & H Glass regarding the tint on the windows. These comments are attached as Exhibit A. He said he is hoping to have the project completed by August and that darker glass in the upper portion of the new windows will help avoid excessive sun exposure on the inside but he has no objections to all clear glass if that is what the Renaissance Zone Authority prefers.

Mr. Whittey asked if darker tint is in compliance with the requirements of the DC-Core zoning district. Mr. Tomanek said when the American Bank Center project was done the glass was reviewed beforehand with the project manager and the applicant to get a full perspective on what the appearance would be at that worked out well and could be done in this case as well.

Mr. Askvig asked if it is known yet what the uses will be in the building. Mr. Hale said he knows it will not be a restaurant or group gathering space, as he would not meet the parking requirement, so it will probably be something along the lines of an attorney's office or studio of some kind.

Mr. Walth asked if tuck pointing repairs on the brick will be needed. Mr. Hale said there are some holes in parts of the grout but part of the bid is to have those fixed.

Mr. Walth asked what the remaining life of the roof on the building might be. Mr. Hale said it was just replaced four years ago so it should have many years left.

Mr. Tomanek said the Downtown Implementation Task Force is also looking to replace various trees in the downtown area, potentially at this location which will add to the façade appearance as well.

Mr. Askvig asked if the proposed windows will be consistent with the downtown design guidelines. Mr. Tomanek said they will be, as the windows will be clear on the lowest levels and tinted above that but nothing will be completely blacked out.

Chairman Walth opened the public hearing.

Mr. Askvig asked if multiple bids are required for CORE projects. Mr. Tomanek said if there is a preferred contractor to be used, that has been acceptable in the past.

Chairman Walth said going forward he would like to see competitive bids acquired by the applicants.

There being no comments, Chairman Walth closed the public hearing.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Huber to recommend approval of the request for a CORE Façade Incentive grant request to reimburse Electronic Building Company for 50% of the final project costs up to \$30,000 for the south façade for the work and materials associated with exterior building renovation project at 212 West Main Avenue with the following conditions: 1. The project generally conforms to the building elevations submitted with the application; 2. All the necessary building permits are obtained; 3. Any modifications to the project as proposed would need to be reviewed by the Renaissance Zone Authority prior to implementation, 4. The lower portion of the storefront windows must be transparent, non-tinted glass. The motion passed unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

114 NORTH 3RD STREET – ERIC WILSON AND JARED DRALLE

Mr. Tomanek explained that the applicants are requesting assistance from the CORE Technical Assistance Bank to secure architectural and engineering services for assistance with the east-facing first floor exterior façade modification and interior renovation for a portion of the ground floor to be used as a restaurant and tavern. The applicant intends on stripping the interior walls down to the brick and concrete and reconditioning the walls, removing the current canopies over the exterior ground floor windows, replacing the ground floor windows,

installing a glass overhead door out to a sidewalk patio area and installing a large aluminum canopy with lighting to cover the entire front of the existing building.

Mr. Tomanek said based on the above findings, staff recommends approval of the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect to assist with exterior façade improvements, design, drafting and other architectural services and a licensed engineer to assist with structural, mechanical and electrical aspects. The maximum architectural grant amount of \$2,475.00 is based on an hourly rate of \$110.00 for a maximum of 30 hours and a 25% match provided by the applicant. The maximum engineering grant amount of \$5,775 is based on an hourly rate of \$110.00 for a maximum of 70 hours and a 25% match provided by the applicant.

Mr. Askvig asked if this property received a CORE project incentive previously. Mr. Tomanek said a CORE incentive was granted in August 2014; however, this is a separate request for a different portion of the building. Mr. Tomanek noted that the applicant for the initiated project had not requested reimbursement for the Technical Assistance Bank project that was approved in August 2014.

Mr. Tomanek mentioned that he has had discussions with the applicant regarding the work performed; the applicant, who is also the building owner, noted that the work performed was not up to their expectations and they had not received an invoice from the architectural firm.

Mr. Huber said they could potentially receive billing from the previous project in addition to the new project but could possibly give this project a conditional approval.

Mr. Askvig said this project would not likely go over well with the City Commission unless the previous applicant submitted a request to withdraw their project.

Mr. Van Orman asked if this project could be included in the one previously granted. Mr. Askvig said that is also an option, but he would not support additional projects on top of an existing one that is not being used for a project on only another 20% of the building.

Chairman Walth called for the public hearing.

There being no comments, Chairman Walth closed the public hearing.

Mr. Van Orman asked if it would be a good idea to table this item until the previous applicant can withdraw their project or if they should deny it and have the new applicant come back later.

Chairman Walth asked if staff could contact the previous applicant and direct them to withdraw the original project or provide proof that an architect has been secured to complete the project otherwise the grant will be forfeited.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Van Orman to continue the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect to assist with exterior façade improvements, design, drafting and other architectural services and a licensed engineer to assist with structural, mechanical and electrical aspects. The maximum architectural grant amount of \$2,475.00 is based on an hourly rate of \$110.00 for a maximum of 30 hours and a 25% match provided by the applicant. The maximum engineering grant amount of \$5,775 is based on an hourly rate of \$110.00 for a maximum of 70 hours and a 25% match provided by the applicant. The motion passed unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

Mr. Huber asked if the applicant reapplies, how will the Technical Assistance Bank incentive be balanced if it is for a partial building lease space.

Mr. Van Orman asked if it is the job of the Renaissance Zone Authority to restrict the use of the Technical Assistance Bank for a lease project or if the request addresses the entire building.

Mr. Whittey said the project requirements could be modified to require the lessee to apply through the property owner to decide if it will be a whole or partial project.

Mr. Tomanek said there has been a project with two separate applicants when One Source Lighting applied for the space they occupied and Laughing Sun Brewery explored the possibility of occupying the rest of the space, so there was two requests at one time by separate applicants.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Huber to amend the original motion and deny the request for a Technical Assistance Bank grant. The motion passed unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

RENAISSANCE ZONE PROJECT –

514 EAST MAIN AVENUE – GULCH HOLDINGS II, LLC (TERRA NOMAD COMPANY)

Mr. Tomanek explained that applicant is proposing to build-out and lease approximately 3,150 square feet for use as a retail store with café and bakery. Interior improvements include the construction of a restroom, plumbing improvements, electrical improvements, fixtures and the build-out for the retail use.

Mr. Tomanek said based on the above findings, staff recommends approval of the designation of the lease of space at 514 East Main Avenue by Terra Nomad Company as a Renaissance

Zone project, with an exemption from state tax on income derived from the business location for five years beginning with the date of occupancy.

Chairman Walth called for the public hearing.

There being no comments, Chairman Walth closed the public hearing.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Van Orman to approve the request for the designation of the lease of space at 514 East Main Avenue by Terra Nomad Company as a Renaissance Zone project, with an exemption from state tax on income derived from the business location for five years beginning with the date of occupancy. The motion passed unanimously with members Askvig, Huber, Van Orman and Walth voting in favor.

DOWNTOWN UPDATE PROVIDED BY THE DOWNTOWNERS ASSOCIATION

Ms. Herzog said State Bill 2329 relating to the addition of blocks to existing Renaissance Zones passed with a vote of 47-0; it will now be forwarded to the House of Representatives for consideration with financing and taxation still needing to be discussed. She said there is a public hearing tomorrow and there has been some challenge, but a lot of testimony is going to be given in support and she suggested discussions be started on where to potentially add blocks in the event it passes.

Mr. Huber asked if there is an update on the Quiet Rail Zone proposal at this time. Mr. Askvig said there has been recent communications with BNSF Railroad and they did propose a contract so the project is continuing to move forward.

Mr. Tomanek said he would like the members to consider moving to other business at this time and discuss the Downtown Design Guidelines last. Chairman Walth said he would be fine with that.

OTHER BUSINESS

Mr. Tomanek said Joe Larrivee and Jim Barnhardt have gone through the bidding process for the project with the J & R Vacuum building and they brought samples of their preferred façade concepts. He said staff also has preference for the same first choice and the project is moving forward as the bids received were desirable.

Chairman Walth asked why the first choice is more preferable. Mr. Larrivee said he finds it complements the brick nicely and they also consulted with their mason to make sure they were selecting the best colors. He said they will hold off on the final color until the color and contrast of the brick is definitely known so as to fit in with the surrounding area. He said three bids were requested, two were received back and they were both competitive.

DOWNTOWN DESIGN GUIDELINES

Mr. Askvig said discussion on the progress of the new downtown design guidelines was held at the last City Commission meeting and they feel there is a good start on this process, and there is a general inquiry of what exactly it will look, like but there is definitely interest in implementing the guidelines. He then asked if any other feedback has been given.

Mr. Tomanek said the feedback given was not as much as he had hoped for as the guidelines were distributed for review and comments two weeks ago and the feedback from design professionals was limited. The Downtowners Association provided comments and planning staff had suggestions. He said it is intended to be easily interpreted and to give the Renaissance Zone Authority the implementation force to have more say in the application of the requirements. He said it could be made more regulatory versus open ended if that is desired.

Mr. Askvig said he would like to see more prescriptive purpose and intent driven descriptions.

Mr. Whittey asked if the streetscape guidelines from 1995 were supplemental to what is in the guidelines. Mr. Tomanek said they were used and can continue to be looked at and used with the guidelines.

Mr. Whittey said he is trying to vision how this will mechanically work and flow without being an obstruction. Mr. Tomanek said the opportunity needs to be taken to reach out and educate local design professionals and he can see staff working on the front end with applicants to sort out non-desirable design elements.

Mr. Huber said the required ground level retail frontages may not be able to be implemented on all properties. Mr. Tomanek said the purpose of that concept is to drive more active ground floor uses, but not necessarily apartments or office uses.

Chairman Walth asked if any other progressive communities have been consulted. Mr. Tomanek said they researched Lincoln and Omaha, Nebraska and Missoula and Billings, Montana and Sioux Falls, SD for comparisons.

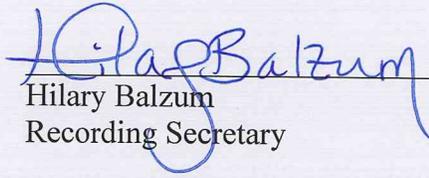
OTHER BUSINESS

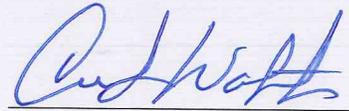
Mr. Tomanek asked if it would suit the members to move the April meeting to a different time due to a scheduling conflict on his part. He said it can be later or sooner and he will send an email soon to get the change coordinated. The general consensus was to move the meeting to a different day. (Secretary's Note: the general consensus was to hold the special April meeting on Thursday, April 30th at 4:00 p.m.).

ADJOURNMENT

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 5:25 p.m.

Respectfully Submitted,


Hilary Balzum
Recording Secretary


Curt Walth
Chairman

Charles Hale

From: "C&H Glass" <chglass@midconetwork.com>
To: <charles@ecisystems.com>
Sent: Saturday, March 14, 2015 2:18 PM
Subject: glass proposal

Chuck,

Regarding the quote we gave you for the renovation of your building located at 212 W Main, the proposal was for Gray tinted Low E glass and Gray Spandrel along the top row.

The gray tinted is the same as the Kirkwood bank used on their building at the corner of 2nd and Main, and there are several buildings along main that have bronze tint which

Has the same visibility as the grey just a different color. Seeds of Hope, Amish Furniture and the Dakota Block Building(NE corner of 2nd and Main) all have bronze tinted

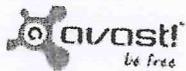
Glass. We recommended this glass because the windows will be facing south and because the gray tint matches better with the clear aluminum framing. The Gray spandrel

Is not see thru and we recommended that because it is high enough off the ground that it would not really be used as a window and to help combat the sun heating up the building spandrel is a better insulator .

Another example of the gray tint would be the Copper Ridge mall on 43rd ave and Coleman

Thank you

Russ Heier
"The Glass Experts"
C & H Glass
701-258-6800



This email has been checked for viruses by Avast antivirus software.

www.avast.com