



Community Development Department

RENAISSANCE ZONE AUTHORITY

MEETING AGENDA

July 21, 2015

City-County Office Building 4:00 p.m. David J. Blackstead Meeting Room

- 1. Call to Order**
- 2. Approval of Minutes**
 - a. June 8, 2015 – Special Meeting
 - b. July 8, 2015 – Special Meeting
- 3. Renaissance Zone Boundary Modification– Discussion**
- 4. Downtown Update Provided by the Downtowners Association**
- 5. Technical Advisor Vacancy - Discussion**
- 6. Other Business**
- 7. Adjourn – Next regular meeting is scheduled for Tuesday, August 18, 2015.**



**RENAISSANCE ZONE AUTHORITY
SPECIAL MEETING MINUTES
June 8, 2015**

The Bismarck Renaissance Zone Authority met for a special meeting on June 8, 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 Jim Christianson, Chuck Huber, George Keiser, Todd Van Orman, Jeff Ubl and Curt Walth.

Authority member Askvig was absent.

Technical advisor Bruce Whittey was also present.

Staff members present were Jason Tomanek (Planner), Daniel Nairn (Planner) and Hilary Balzum (Office Assistant).

Guests present were Dave Nelson and Curt Snyder.

CALL TO ORDER

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

DOWNTOWN DESIGN REVIEW

123 EAST BROADWAY AVENUE - HEARTVIEW FOUNDATION

Mr. Tomanek explained that Dave Nelson, Leaf Design Studio, attended to further discuss the Downtown Design Review request for Heartview Foundation that was continued from the May 19th meeting of the Renaissance Zone Authority.

Mr. Nelson said the various weights of building materials and designs have been discussed with the Heartview Foundation staff and all options have been closely considered. He said staff has strong preference for the Nichiha design because of the look and the ability to avoid a lot of aluminum trim around the panels. He said it is more costly and heavier but still structurally safe and will install much easier. He said the subtle scoring in the panels will have a similar look to that of the new 6th Street parking ramp and will contrast better with the existing building. He said the Heartview staff also reconsidered the original gray that was proposed but they wanted to blend better into the rest of the building. He added that any color desired can be used or even multiple colors in a staggered design to add some variation. He said the majority vote amongst the Heartview Foundation staff was to have one color in the red-brown option.

Mr. Christianson asked if the same color could be used on the addition as what exists in the area below the first floor windows.

Mr. Nelson said they could get a similar color or one that is complementary to the brick which will remain as it is.

Chairman Walth asked if the addition will have an aluminum seam where it meets the original building. Mr. Nelson said it will.

Mr. Ubl asked if the system will be sealed between the panels. Mr. Nelson said it will be sealed in the setback with the parapet as well as to each other to create a water screen.

Mr. Tomanek asked if an entrance has been added to the southeast corner of the building. Mr. Nelson said it has and that it will be for emergency exit and administrative staff use only.

Mr. Tomanek asked if it will have steps in the public right-of-way. Mr. Nelson said it will and he has already visited with Brady Blaskowski, Building Official, to start the process of obtaining an encroachment agreement. Mr. Tomanek noted that the Engineering Department and the Encroachment Committee would need to review the request. He also stated that the Bismarck City Commission would need to approve the request.

Mr. Van Orman said he was split on his opinion of the colors shown at the last meeting and would like to narrow the color down to something complementary to the surrounding buildings which are gray and wood grain color concepts. He said he would be okay with either of those and feels either would be appropriate as far as continuity with the area goes.

Mr. Keiser said he feels Mr. Nelson has done a great job of accommodating the requests of the Renaissance Zone Authority and trusts him and Heartview Foundation to make the final color choice.

Mr. Whittey asked if there are any suggestions that can be given to the staff after the experiences with this particular review process to help with decisions in the future.

Mr. Christianson said as the deciding committee they need to be reactionary while trusting the architects' designs.

Mr. Tomanek said he visited with Mr. Nelson after the previous meetings regarding this request and the feeling is that the reviews will get easier after this first one, but it will be difficult to address every detail of the designs presented. He said he feels the discussions have been good and some might be shorter or longer but any discussion should be considered good discussion.

Mr. Keiser said he feels better about the choice made by Mr. Nelson and the Heartview Foundation staff to choose quality over affordability.

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Van Orman to approve the downtown design review of 123 East Broadway Avenue, with the understanding that the color chosen will be complementary to the existing brick and the material will be fiber cement board. The motion passed unanimously with members Christianson, Keiser, Van Orman and Walth voting in favor.

ADJOURNMENT

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 4:15 p.m.

Respectfully Submitted,

Hilary Balzum
Recording Secretary

Curt Walth
Chairman

**RENAISSANCE ZONE AUTHORITY
SPECIAL MEETING MINUTES
July 8, 2015**

The Bismarck Renaissance Zone Authority met for a special meeting on July 8, 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, Jim Christianson, Chuck Huber, George Keiser, Todd Van Orman, Jeff Ubl and Curt Walth.

Technical advisor Bruce Whittey was absent.

Staff members present were Jason Tomanek (Planner), Kim Lee (Planning Manager), Carl Hokenstad (Director of Community Development), Brenda Johnson (Assessor), Will Hutchings (Transportation Planner), Brady Blaskowski (Building Official), Charlie Whitman (City Attorney) and Hilary Balzum (Office Assistant).

Guests present were Kate Herzog, Madison Cermak, Sue Sorlie, Clyde and Diana Johnson, Wayne Yeager, David Mason, Mark Schwei, Adam Hendersen, Steve Stenehjem, Bill Bohn, Heather Kadlec, Russ Kadlec and Bob Kinnischitzke.

CALL TO ORDER

Chairman Walth called the meeting to order at 12:00 p.m.

MINUTES

The minutes of the May 19, 2015 meeting were distributed with the agenda packet.

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Ubl to approve the minutes of the May 19, 2015 meeting as distributed. The motion passed unanimously with members Christianson, Huber, Keiser, Van Orman, Ubl and Walth voting in favor.

Authority Member Askvig joined the meeting at this time.

DOWNTOWN DESIGN REVIEW

114 NORTH 3RD STREET – 114 ON 3RD, LLC

Mr. Tomanek explained that Richard Bohrer, Architectural Concepts, Inc., is in attendance today to discuss the Downtown Design Review request submitted by 114 on 3rd, LLC.

Mr. Bohrer said the applicant is proposing a ground level façade renovation project for a new tenant to occupy the space as a bar and restaurant use. He said the existing canopies, EIFS, windows and doors will all be removed to be replaced with a new canopy that will run the length of building, as well as new doors and windows. He said the canopy will be set up much like that of the original version and will project out from the building approximately eight feet and will have a dark bronze finish. He said, as of right now, only one tree will have to be removed to accommodate the façade but potentially all three would have to be removed, to allow a crane to place the new awning/canopy proposed for the façade. Mr. Bohrer noted that a smaller tree would be planted in place of the mature Ash tree..

Mr. Christianson asked if the elevation or size of the canopy has changed from what was originally proposed. Mr. Bohrer said only the length of it has changed.

Mr. Askvig asked if the color delineation from the old part of the building to the newer part will change at all. Mr. Bohrer said it possibly would with a total renovation in the future and that some work is needed on the windows as well as the roof.

Chairman Walth said a statement was received from the City Forester, Beth Peske, and she is agreeable to the idea of one tree being removed but would like to keep the other two if at all possible, otherwise they will have to be replaced.

Mr. Bohrer said it will not be known for sure if the other two trees will be able to stay until the installation process starts. He said they will save them if at all possible or replace them with something smaller as requested by Ms. Peske.

Chairman Walth said a comment was submitted by Technical Advisor Whittey requesting that the façade concept be consistent throughout the building.

Chairman Walth opened the public hearing.

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

Chairman Walth asked if there is any feedback from staff to be given on this proposal. Mr. Tomanek said as far as the newly adopted Downtown Design Guidelines are considered, the design of the façade is appropriate. He said the intended use is adequate for the first floor of a building in an active block and that the outdoor seating would have to have an encroachment agreement from the City.

Mr. Keiser said he is comfortable with this request with it being subject to the agreement with Ms. Peske that the trees either be saved or replaced.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Ubl to approve the Downtown Design Review of the building at 114 North 3rd Street as proposed to include new windows, new entry doors, an operable door to allow outdoor seating and a new canopy along the east-facing facade. The motion passed

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

CORE INCENTIVE PROGRAM PROJECTS

114 NORTH 3RD STREET – 114 ON 3RD, LLC

Mr. Tomanek said the applicant, 114 on 3rd, LLC, is requesting assistance from the CORE Façade Incentive Grant Program to secure assistance for exterior improvements to the building. Façade renovation improvements include new doors and windows on the main floor of the building, a dark bronze vertical operating glass door and the construction of an entrance canopy similar to the original canopy used in 1914. The proposed windows and doors would be dark bronze anodized aluminum. The applicants intend to create an outdoor patio area located on the public sidewalk adjacent to the building's main entry. The architect has indicated that the exterior brick is in generally good condition and does not need reconstruction or restoration at this time.

Mr. Tomanek said, based on the above findings, staff recommends approval of the CORE Façade Incentive grant request to reimburse 114 on 3rd, LLC for 50% of the final project costs up to \$30,000 for the east façade for the work and materials associated with exterior building renovation project at 114 North 3rd Street 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.

Chairman Walth opened the public hearing.

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

MOTION: A motion was made by Mr. Keiser and seconded by Mr. Askvig to recommend approval of the CORE Façade Incentive grant request to reimburse 114 on 3rd, LLC for 50% of the final project costs up to \$30,000 for the east façade for the work and materials associated with exterior building renovation project at 114 North 3rd Street 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; and 3. Any modifications to the project as proposed would need to be reviewed by the Renaissance Zone Authority prior to implementation. The motion passed unanimously with members Askvig, Christianson, Huber, Keiser, Van Orman, Ubl and Walth voting in favor.

CORE INCENTIVE PROGRAM PROJECTS

KADLEC ENTERPRISES, LLC – 309 NORTH 3RD STREET

Mr. Tomanek said the applicant, Kadlec Enterprises, LLC, is requesting assistance from the CORE Technical Assistance Bank to secure architectural and engineering services to design a new façade and reconfigure the building's interior to accommodate three full-service restaurants with associated office and storage space.

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 from the CORE Technical Assistance Bank to assist with exterior façade improvements, design, drafting and other architectural services and the services of a licensed engineer from the CORE Technical Assistance Bank 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 project will be tied in with the existing Lucky Ducks Deli. Mr. Kadlec said they will be connected with two interior entrances from the deli to a hallway with bathrooms and into the new establishment. He said the lots will be combined as one parcel so it is all under one address.

Mr. Keiser asked what the new capacity will be when the project is finished. Mr. Kadlec estimated he will increase to a capacity of about 500.

Mr. Christianson asked what the estimated total investment is going to be and how many new employees he will be looking to hire. Mr. Kadlec said he will need a total of about 300 employees since there will be a lot of shift work and part time employees. He added his total investment will be approximately \$2.4 million.

Mr. Ubl asked if this decision needs to be subject to the completion of the sale of the property to Mr. Kadlec. Mr. Tomanek said the Authority can make that a condition of the motion and approval and it may be a good idea for this request.

Chairman Walth opened the public hearing.

Sue Sorlie, representing First Presbyterian Church of Bismarck, asked if they have thought of any plans for parking accommodations for all of the new employees and patrons. Mr. Tomanek said this property is located within the downtown parking district so it is not required to provide any off-street parking for patrons or employees. He said there is publicly owned parking accommodations in the area to utilize as needed and that adding another surface parking lot would be contrary to the development goals of the downtown area.

Mr. Christianson said the Parking Authority operates a surface parking lot near this location and there is the potential for it to be opened up for evening and weekend use.

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

MOTION: A motion was made by Mr. Ubl and seconded by Mr. Christianson to recommend of the request for a Technical Assistance Bank grant, which would allow the applicant to procure the services of a licensed architect from the CORE Technical Assistance Bank to assist with exterior façade improvements, design, drafting and other architectural services and the services of a licensed engineer from the CORE Technical Assistance Bank 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, with the condition that approval of the request be contingent upon the purchase of the property by Mr. Kadlec. The motion passed unanimously with members Askvig, Christianson, Huber, Keiser, Van Orman, Ubl and Walth voting in favor.

REQUEST TO CONSIDER MODIFYING THE RENAISSANCE ZONE BOUNDARY – DISCUSSION

Mr. Tomanek explained that one three block island is allowed in a Renaissance Zone with support from the Renaissance Zone Authority and the City Commission. He said 11 blocks have been approved to be added to the Renaissance Zone as of August 1st and the Bismarck Renaissance Zone does not have any island blocks at this time.

Steve Stenehjem, Chairman and Chief Executive Officer of 1st International Bank and Trust of Watford City, said he has had previous experience with the Renaissance Zone Authority when he redeveloped an entire city block of Watford City in 1999 after pushing significantly to have a Renaissance Zone implemented. He said their redevelopment has been successful and feels their plans for a bank with office uses and group establishments, such as restaurants, would be an addition to Bismarck and the Renaissance Zone here. He added that the homes on the lots they purchased are outdated and one of the buildings that will remain on the property would be used as a temporary office during the construction process. He said the project has become larger than they had originally planned and that this seems like an appropriate use next to the Capitol grounds as a flagship and iconic building. He said rental space in Bismarck is incredibly affordable and the size of the proposed buildings would allow the spaces to rent for \$35 per square foot which would attract many varieties of desirable tenants. He said the investment has increased from \$10 million to \$40 million for one building and one parking ramp but their plan is to have a second building and a second parking ramp by the time the project is complete. He said he feels this would be a very desirable space for tenants to occupy, especially if it is added to the Renaissance Zone and the occupants can benefit from the tax exemptions offered.

Mr. Keiser asked how this location would handle the influx of traffic, specifically during rush hour in the city. Mr. Stenehjem said that is a recognized problem in this area and he feels the best answer would be to install a traffic signal at the exit from the Heritage Center onto State Street. He said a traffic study is being done and a secondary access will be put in on North 13th Street as well.

Mr. Tomanek said an application for a zoning change on this property is being processed as well and both the City Traffic Engineer and the Police Department have voiced their concerns regarding traffic. He said the entire city block would be included in the Renaissance Zone if this request is approved and would include some residential properties to the south.

Mr. Askvig asked if this could be viewed as project chasing or designating and said he has concerns of the Department of Commerce having questions on why this is allowed prior to the property being developed.

Mr. Tomanek said he did not want to get ahead of the Renaissance Zone Authority process so he has not notified the State of this request as of yet. He said other owners in the block would have to show their interest in being added to the Renaissance Zone and so far they have seen very few residential projects during the life of the program.

Chairman Walth said he feels like this needs more thought and discussion. Mr. Keiser said he thinks this property definitely needs to be developed as it is a cornerstone of the city and is becoming an eyesore. He said he does not have any reservations on the development of the lots, but does have concerns on the traffic control. Somebody needs to put some taxable development on this location before it can benefit the City.

Mr. Askvig asked if this block could be marked as completed once the project is closed out and then have another island allowed somewhere else. Mr. Tomanek said that is correct.

Mr. Tomanek said it would be a minimum three-month process before this particular project could move ahead, as all owners need to be contacted and allowed adequate time to give feedback. The Authority would have to make their changes and then forward it to the City Commission and then the North Dakota Department of Commerce – Division of Community Services would need to consider the City's request to modify the Renaissance Zone before the project can be applied for through the regular process.

Mr. Askvig said the realization has to be that only one island is allowed at a time and he is not sure what the general consensus of the City Commission would be on this request. He said it would be hard to utilize the three-block allowance in this location and feels it would be a great project overall but is hesitant to have it added to the Renaissance Zone.

Mr. Stenehjem said they would like to break ground this fall, but would wait if it is felt that a Renaissance Zone designation would eventually be allowed. He said he understands that construction cannot start until that designation is given or the project would be forfeited and he does not want to do that.

Mr. Tomanek said there have been three previous attempts at developing this property in the last four years and none of those plans have materialized. He said a zoning change to the PUD-Planned Unit Development zoning district was put in place in order for the Planning Division and the applicants to be able to create a custom zoning district for the proposed uses.

Ms. Herzog said there are some feelings of reservation from the Downtowners Association of having so much residential housing in the Renaissance Zone and feels the same offer should be extended to other potential island blocks to see if there is interest in being added elsewhere in the City.

Mr. Askvig said he can think of some other blocks that would qualify and this might be a good opportunity to bring up to the City Commission the fact that 11 more blocks are being allowed to be added at the same time as the request of adding this potential island.

Mr. Van Orman said he would like to see how other cities have implemented their Renaissance Zone block islands.

Mr. Keiser said it is going to be difficult to add 11 qualifying blocks, but the correct decision needs to be made here as carefully as possible and it can be done if it is done correctly.

MOTION: A motion was made by Mr. Askvig and seconded by Mr. Van Orman to table the request to modify the Renaissance Zone boundary in order for staff to explore where the 11 new blocks would potentially be added and how this location can be made contiguous to the existing Renaissance Zone rather than an island of blocks. The motion passed unanimously with members Askvig, Christianson, Huber, Keiser, Van Orman, Ubl and Walth voting in favor.

DOWNTOWN UPDATE PROVIDED BY THE DOWNTOWNERS ASSOCIATION

Chairman Walth continued this item to the next meeting of the Renaissance Zone Authority.

TECHNICAL ADVISOR VACANCY – DISCUSSION

Chairman Walth continued this item to the next meeting of the Renaissance Zone Authority.

ADJOURNMENT

There being no further business, Chairman Walth adjourned the meeting of the Bismarck Renaissance Zone Authority at 1:10 p.m.

Respectfully Submitted,

Hilary Balzum
Recording Secretary

Curt Walth
Chairman

DRAFT

Item No. 3

Renaissance Zone Expansion Blocks to Consider

Block 1

- This block has a mix of existing commercial buildings and apartments. The commercial properties include the former restaurant/ veterinary clinic, a small office building, an ambulance facility and a butcher shop.

Block 2

- This block is primarily mixed-density residential with a series of condominiums, single, two and multi-family dwellings and a single commercial use along the east end of the block. The commercial use is an auto body shop.

Block 3

- Block 3 is primarily residential uses with limited commercial properties along South Bell Street.

Block 4

- Block 4 is comprised of multiple commercial uses, a manufactured home park and limited residential uses. The commercial uses include offices and light industrial uses.

Block 5

- Block 5 is a mix of manufactured homes, limited residential uses, office uses, retail and commercial uses and a tavern.

Block 6

- This block is primarily occupied by the Municipal Ballpark. In addition, there is one office building and two apartment buildings occupying the block.

Block 7

- Block 7 includes a recently renovated office building, a real estate office, mixed-density residential properties and a veterinary clinic.

Block 8

- Block 8 offers a mix of residential and commercial/service uses. The south half of the block is a series of metal buildings with uses including an auto repair garage, limited retail and service uses.

Block 9

- Block 9 includes a bank/office building, a drive-through bank facility, a convenience store, and orthodontist.

Block 10

- Block 10 includes light industrial uses including warehouses and an appliance repair shop.

Block 11

- Block 11 has a mix of commercial uses and property owned by CHI/St. Alexius. The commercial uses include a used car dealership, an animal product supply store, a salon, a floor

covering/home store, a farm supply store, a window and siding business and a veterinary clinic.

Block 12

- Block 12 has a series of vacant buildings and limited residential uses.

Block 13

- Block 13 includes limited residential uses, a former greenhouse/nursery property. The west half of the block is owned by CHI/St. Alexis.

Block 14

- The block requested by First International Bank/Stephen Stenehjem. This block is primarily residential uses with a proposed office/bank project located near the intersection of State Street and Divide Avenue.

Block 15

- Block 15 contains a butcher shop, a vacant building formerly occupied by the Ruth Meiers Hospitality House, an office building and four residential dwellings.

Block 16

- Block 16 is a mix of uses including a fast food restaurant, office buildings, limited residential uses and a motel/apartment building.

Block 17

- Block 17 contains a convenience store/service station and a fast food restaurant.

Block 18

- Block 18 has a strip mall with a liquor store, tavern, salon and other retail uses, a privately-owned surface parking lot and multi-family dwellings.

Block 19

- Block 19 contains a retail/warehouse use, a service repair shop and a car wash/laundry facility.

Block 20

- Block 20 has one 3-unit dwelling, a pet groom facility, a commercial building, and senior care facility/provider with an attached vacant lot.

Block 21

- Block 21 is a mix of warehouse and limited retail uses.

Block 22

- Block 22 includes limited warehouse uses and the drop-in homeless shelter

Block 23

- Block 23 includes a mix of uses including commercial, office, light industrial and a mote/apartment facility.

Block 24

- Block 24 is owned by one entity. There is a single building occupying approximately one-half of the block. The primary use of the building is office, the remainder of the block is surface parking.

Blocks 25-28

- These blocks contain a mix of commercial and industrial uses including warehouses, storage facilities and manufacturing.

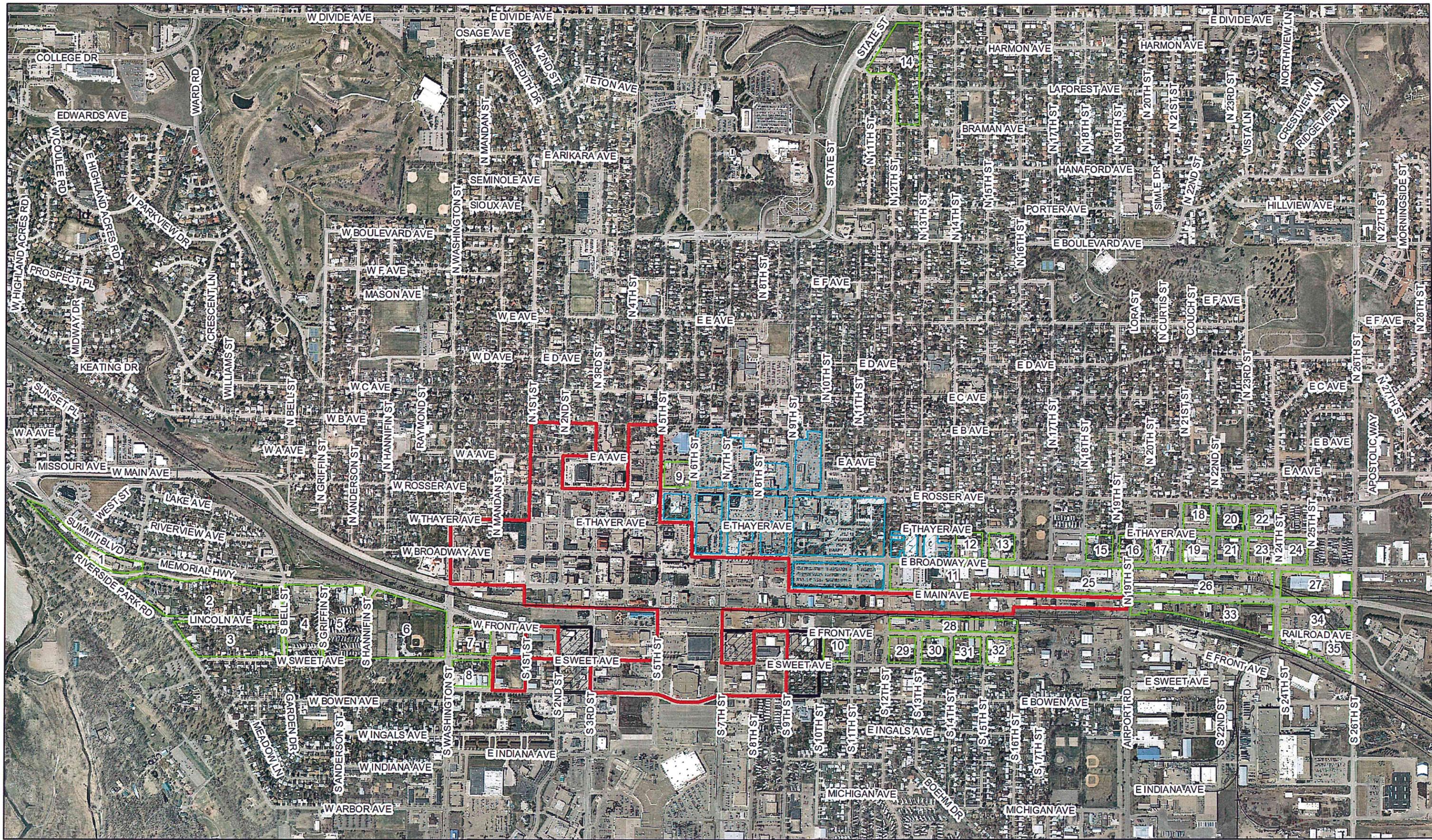
Blocks 29-32

- These blocks are primarily light industrial uses with limited commercial uses. There are also a small number of residential uses on blocks 29, 30 and 31.

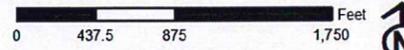
Block 33-35

- These blocks contain a mix of office, retail and industrial uses.

Renaissance Zone Expansion - Potential Blocks



Legend Existing Renaissance Zone Completed Renaissance Zone Blocks Potential Blocks Hospital or Government Owned



This map is for representational use only and does not represent a survey. No liability is assumed as to the accuracy of the data delineated herein. July 2015