

**BISMARCK RENAISSANCE ZONE AUTHORITY
MEETING MINUTES
June 11, 2020**

The Bismarck Renaissance Zone Authority met on June 11, 2020 in the David J. Blackstead Meeting Room in the City-County Office Building at 221 North 5th Street. Due to ongoing public health concerns related to COVID-19, the meeting was held via Zoom. Chair Christianson presided and was present in the Tom Baker Meeting Room.

Authority members present were Jim Christianson, Joe Fink, Dustin Gawrylow, Todd Van Orman, and Curt Walth.

Authority members absent were George Keiser and Greg Zenker.

Technical Advisors Steph Smith and Bruce Whittey were absent.

Staff members present were Sandra Bogaczyk (Office Assistant), Janelle Combs (City Attorney), Will Hutchings (Planner), Brenda Johnson (Senior Real Property Appraiser), Kim Lee (Planning Manager) and Daniel Nairn (Planner).

Guests present were Kate Herzog (The Downtowners) and Lloyd Deringer (JJ Hageness Renovations, LLC).

CALL TO ORDER

Chair Christianson called the meeting to order at 4:00 p.m.

MINUTES

The minutes of the May 14, 2020 meeting were distributed prior to the meeting.

MOTION: A motion was made by Mr. Van Orman and seconded by Mr. Fink to approve the minutes of the May 14, 2020 meeting. The motion passed unanimously by voice vote with members Fink, Gawrylow, Van Orman, Walth and Chair Christianson voting in favor.

**DOWNTOWN DESIGN REVIEW – 418 EAST ROSSER AVENUE
JJ HAGENESS RENOVATION, LLC – PROFESSIONAL BUILDING FAÇADE
ALTERATIONS**

Mr. Nairn gave an overview of the staff report and stated that the applicant, JJ Hageness Renovation, LLC, is requesting approval of façade improvements to 418 East Rosser Avenue. Mr. Nairn reminded Authority members that a Rehabilitation Renaissance Zone project on this property was approved by the Renaissance Zone Authority on May 14, 2020, and by the City Commission on May 25 and, at their meeting, the Renaissance Zone Authority continued Downtown Design Review of this project to allow more time for the applicant to provide additional information and consider revisions to the proposed exterior design of the building. Mr. Nairn stated that the applicant has revised their planned façade improvements to include the replacement of all windows and minor repair of brick work if necessary. Window samples have been acquired and three options of transparency are presented for review. Of the three options presented, the applicant prefers the middle degree of transparency. Mr. Nairn also stated that the applicant has not formally included landscaping as part of the request, but that staff has recommended some greenery that recognize the unique constraints of the site to comply with downtown design guidelines.

Mr. Nairn stated that, based on the findings contained in the staff report, staff recommends approval of the proposed design for 418 East Rosser Avenue as presented in all submitted documents and materials, with the following conditions:

1. Three planting beds are installed in the sidewalk of North Rosser Street planted with karl forester grass or an equivalent approved by the City Forester, and one street tree is installed in the sidewalk of North 5th Street in compliance with Downtown Streetscape Standards.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

Chair Christianson asked Mr. Deringer if he is comfortable with the landscape requirements as proposed. Mr. Deringer stated that he is concerned with snow removal even though he stated that he liked the green look.

Mr. Gawrylow stated that heat is a problem inside the building and Mr. Deringer agreed that the direct sun hits the windows with particular intensity in the building and offered that anything would be better than the windows that are currently there.

Mr. Walth stated that he is ok with the qualities of the middle transparency window presented.

Mr. Fink asked if all windows would be replaced. Mr. Deringer answered yes.

MOTION: A motion was made by Mr. Walth and seconded by Mr. Fink to approve the design of the project at 418 East Rosser Avenue, specifically including the middle transparency of the window options as requested by the application, with the following conditions

1. Three planting beds are installed in the sidewalk of North Rosser Street planted with Karl Foerster grass or an equivalent approved by the City Forester, and one street tree is installed in the sidewalk of North 5th Street in compliance with Downtown Streetscape Standards.
2. Any substantive revisions to the approved design must be reconsidered by the Downtown Design Review Committee prior to implementation.

The motion passed unanimously with members Fink, Gawrylow, Van Orman, Walth and Chair Christianson voting in favor.

Mr. Fink stated that he was concerned about the applicant interpreting the landscape plan.

Mr. Nairn stated that this decision does not trigger the site plan process but that Forestry has a list of plants that would be appropriate for this context.

Chair Christianson suggested building raised planter beds. Mr. Deringer stated that he felt a planter would be more maintenance and he would find a level surface easier to work around. He stated that he understood that plantings would probably have to be replaced annually.

Chair Christianson thanked the applicant for his application.

OTHER BUSINESS

REPORT FROM CITY STAFF

Mr. Nairn stated that a study of Renaissance Zone programs, regarding success rates for incentivizing property owners to rehabilitate downtown properties, would likely kick off the next few weeks and stated that Mr. Van Orman, Mr. Gawrylow, the Downtowners and staff have all expressed interest in participating. A subcommittee may be formed to undertake this study.

Chair Christianson presented a related program evaluation conducted in 2016 and stated that he would like to see it updated.

Ms. Combs stated that the Tom Baker Conference room will be open for future meetings and up to five board members would be allowed at the table in person due to Covid-19 protocol.

Mr. Fink asked about the progress on the cement work on the old car wash on Front Street. Mr. Nairn stated that the removal of the sign was delayed until June 1, 2020 in the approval of the

design review for the demolition. Mr. Nairn stated that he inspected the site on June 10 and confirmed the sign had been removed as required.

Chair Christianson stated that the work being completed on Main Avenue and 4th Street looks nice.

REPORT FROM THE DOWNTOWNERS

Ms. Herzog reported on the state of the downtown economy and discussed ideas for utilizing public spaces to promote downtown business.

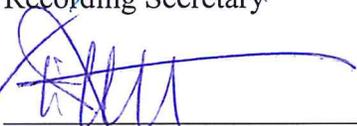
ADJOURNMENT

There being no further business, the meeting of the Bismarck Renaissance Zone Authority adjourned at 4:28 p.m. to meet again on July 9, 2020.

Respectfully submitted,



Sandra Bogaczyk
Recording Secretary



Jim Christianson
Chair