

**MEETING AGENDA  
DESIGN REVIEW COMMISSION  
THURSDAY, JULY 28, 2016  
5:00 PM**

North St. Paul City Hall – Castle Room  
2400 Margaret Street



- I. CALL TO ORDER**
- II. ROLL CALL**  
Joe Stahlmann, Chair  
Patrick Blee, Vice-Chair  
Paul Anderson  
Deb Fairbanks  
Candy Petersen, Council Liaison  
Lou Ann Stevens
- III. ADOPT AGENDA**
- IV. APPROVAL OF MINUTES**  
A. Approve the June 23, 2016 regular meeting minutes.
- V. MEETING OPEN TO THE PUBLIC**  
*Note: This is a courtesy extended to persons wishing to address the Commission concerning issues that are not on the agenda. This discussion will be limited to 15 minutes.*
- VI. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**  
A. Design Review – Franklyn Center – 2497 7<sup>th</sup> Avenue East
- VII. REPORTS FROM STAFF**  
A. Downtown Design Manual – Update – Downtown Master Plan Announcement  
B. Downtown Design Manual – Car Show Booth Results
- VIII. REPORTS FROM COMMISSIONERS**
- IX. ADJOURNMENT**

***Next meeting: Thursday, August 25, 2016***

**CITY OF NORTH ST. PAUL  
DESIGN REVIEW COMMISSION  
Regular Meeting Minutes**

**Thursday, June 23, 2016  
5:00 PM**

City of North St. Paul Castle Room  
2400 Margaret Street, North St. Paul, Minnesota

**I. CALL TO ORDER**

The meeting was called to order at 5:01 p.m.

**II. ROLL CALL**

Commission members present: Paul Anderson, Patrick Blee, Joe Stahlmann, Deb Fairbanks, and Candy Petersen

Absent: Lou Ann Stevens

Staff: City Planner, Corrin Wendell

**III. ADOPT AGENDA**

The agenda was adopted without objection.

**IV. APPROVAL OF MINUTES**

A. The May 26, 2016 meeting minutes were adopted by consensus with approved changes.

**V. MEETING OPEN TO THE PUBLIC**

**VI. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**

**VII. REPORTS OF STAFF**

A. Downtown Design Manual – Update. City Planner spoke regarding the language of the Downtown Design Manual. Draft elements are proposed to be considered in the final draft of the document based on community engagement, Commission input, and reducing redundancies within the manual and aligning with the Zoning Ordinance.

B. Downtown Design Manual – Car Show Booth – June 24, 2016. City Planner Wendell spoke regarding the upcoming car show to invite residents, business owners and car show goers to participate in a survey regarding the elements of the Downtown Design Manual and what was important to the citizens regarding those elements. The booth would be set up from 6-8pm on June 24<sup>th</sup>, 2016.

**VIII. REPORTS OF COMMISSION MEMBERS**

**IX. ADJOURNMENT**

The meeting adjourned at 5:54 p.m.



**VI. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**  
**A. Design Review – Franklyn Center – 2497 7<sup>th</sup> Avenue East**

**ACTIONS TO BE CONSIDERED**

To review and provide feedback to an existing Design Review partially approved proposal located at 2497 7<sup>th</sup> Avenue East, in the MU-1, Downtown Mixed-Use District.

**FACTS**

- The Design Review Commission reviewed and recommendation approval for a Design Review for the Franklyn Center in November 2012.
- The City Council approved the proposed Design Review application at its November 9, 2012 meeting.
- The Design Review proposal was approved for renovation of the west side of the exterior of the building.
- The minutes from the City Council November 9, 2012 meeting state that Jerry Weber would do periodic check-ins with staff and the DRC as he proceeds with further renovation of the exterior of the building.
- Jerry Weber is requesting a check-in with the DRC to consider designs for the remaining sections of the exterior of the façade.
- At the May 26, 2016 DRC Meeting, the DRC recommended approval of continuation of the renovation to the entrance areas of the Franklyn Center with the Nichiha product and then return to the DRC after analysis and design of the front façade facing 7<sup>th</sup> Avenue has been completed.
- The DRC is asked to review the submitted façade drawing of the 7<sup>th</sup> Avenue façade and provide feedback to the applicant.

**ATTACHMENTS**

DRC Minutes – November 5, 2012  
Resolution No. 2012-108  
DRC Action Letter to Applicant – May 27, 2016  
Franklyn Center Façade Drawing

# MEMORANDUM

Date: Thursday, July 28, 2016



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To: Chair Stahlman and Design Review Commission  
From: Corrin Hoegen Wendell, AICP, City Planner  
CC: [Click here to enter text.](#)  
Re: Design Review – Franklyn Center – 2497 7<sup>th</sup> Avenue East

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## BACKGROUND

Chair Stahlman and Design Review Commission members:

The Design Review Commission is asked to review and provide feedback to an existing Design Review partially approved proposal for the property located at 2497 7<sup>th</sup> Avenue East, within the MU-1, Downtown Mixed-Use District.

### Proposal:

At the November 5, 2012 Design Review Commission meeting, the Commission reviewed and recommended approval for a Design Review proposal for the Franklyn Center to City Council. The City Council approved the proposed Design Review application at its November 9, 2012 meeting. The Design Review proposal was approved for renovation of the west side of the exterior of the building. The minutes from the City Council November 9<sup>th</sup> meeting stated that Jerry Weber would do periodic check-ins with the DRC as he proceeds with further renovation of the exterior of the building. Jerry Weber is requesting a check-in with the DRC to consider designs for the remaining sections of the exterior of the façade. The west side of the Franklyn Center has been renovated and it completed. At the May 26, 2016 DRC Meeting, the DRC recommended approval of continuation of the renovation to the entrance areas of the Franklyn Center with the Nichiha product and then return to the DRC after analysis and design of the front façade facing 7<sup>th</sup> Avenue has been completed.

### 7<sup>th</sup> Avenue Façade Proposal:

Please see the attached façade submittal drawing depicting the 7<sup>th</sup> Avenue face of the Franklyn Center. This drawing proposes the following:

- Existing Nichiha along the west entrance to be wrapped onto the 7<sup>th</sup> Avenue façade in the amount of 12.1% maintaining the existing brown color.
- Maintain existing stucco along the 7<sup>th</sup> Avenue façade in the amount of 42.3% maintaining the existing beige color.
- Maintain existing brick painted to match stucco in the amount of 6.2%. The area located above the windows of the brick will consist of signage. All new signage must obtain a sign permit from the City.
- Existing Nichiha along the east entrance to be wrapped onto the 7<sup>th</sup> Avenue façade in the amount of 21.9% maintaining the existing brown color.
- The applicant proposes to apply for a building permit immediately after approval from the Design Review Commission with completion of the project to occur in August 2016.

### Applicant/Owner:

Jerry Weber, Franklyn Center, 2497 7<sup>th</sup> Avenue East, North St. Paul, MN 55109.

### Address/Location:

2497 7<sup>th</sup> Avenue East, North St. Paul. The property is located south of Highway 36 within the North St. Paul city limits.

**Property Legal Description:**

Lots 13 through 28, Block 13, North St. Paul Proper. Ramsey County, MINN. PID: 122922310056.

**Property Acreage:**

Said parcel contains 1.1 acres, subject to any drainage and utility easements. This property is also subject to any other easement of record.

**Zoning:**

The property is zoned MU-1, Downtown Mixed-Use District.

**Attachments:**

Please see the enclosed attachments.

**FINDINGS**

**What is a Design Review?**

The Design Review process is intended to ensure the implementation and vision of the Comprehensive Plan, Architectural Requirements section of the Zoning Code and the Downtown Design Manual for properties located in the MU-1 Downtown Mixed-Use District. Design Review is intended to assist in offering solutions which are flexible, allowing participants to work in cooperation with the Design Review Commission to arrive at a design which protects the integrity of the MU-1 Downtown Mixed-Use District and is harmonious with the desired character of the Downtown.

**Design Review Manual – Façade General – Renovations of Buildings that are not Historically Significant:**

Intent: To maintain building facades so that they convey a sense of authenticity, quality of construction, welcoming appearance, and business identity; to allow renovation to occur in stages so that the financial burden is reduced for those working on improving the appearance of their business.

Guideline: When making façade repairs or renovations, use of brick with compatible material for trim and architectural detail is encouraged. When brick is not feasible, the use of material that is the same as, or that compliments the existing structure is recommended. Property owners are encouraged to restore brick facades, open up covered windows and doors, and restore transom windows and quality architectural details if any. Lighting to accentuate the architectural features of the building and construction of parapets to increase the effective height of one-story buildings is encouraged. Installation of awnings that reflect the door and window beneath them is also encouraged.

Standard: Façade renovations that meet criteria requiring design review must submit plans for a full façade renovation even if renovating only a portion of the façade. Partial renovation may or may not be approved depending upon whether or not a smooth transition between renovation phases is possible in regard to building appearance.

*Applicant complies with the following intention of the Design Manual. The applicant intends to maintain the façade with quality of construction with the products chosen, complimentary to the structure and complimentary colors, business identity with signage along the 7<sup>th</sup> Avenue façade, and the renovation has occurred in stages as allowed in the manual.*

## RECOMMENDED ACTION

To to review and provide feedback to an existing Design Review partially approved proposal for the property located at 2497 7<sup>th</sup> Avenue East, within the MU-1, Downtown Mixed-Use District.

## FISCAL IMPACT

<i>Budgeted Item?</i>	N/A
<i>Fund / Department / Amount.</i>	Not Applicable
	19 COMMUNITY DEVELOPMENT
	Budgeted: \$ N/A      Actual: \$ N/A

## STRATEGIC PLAN

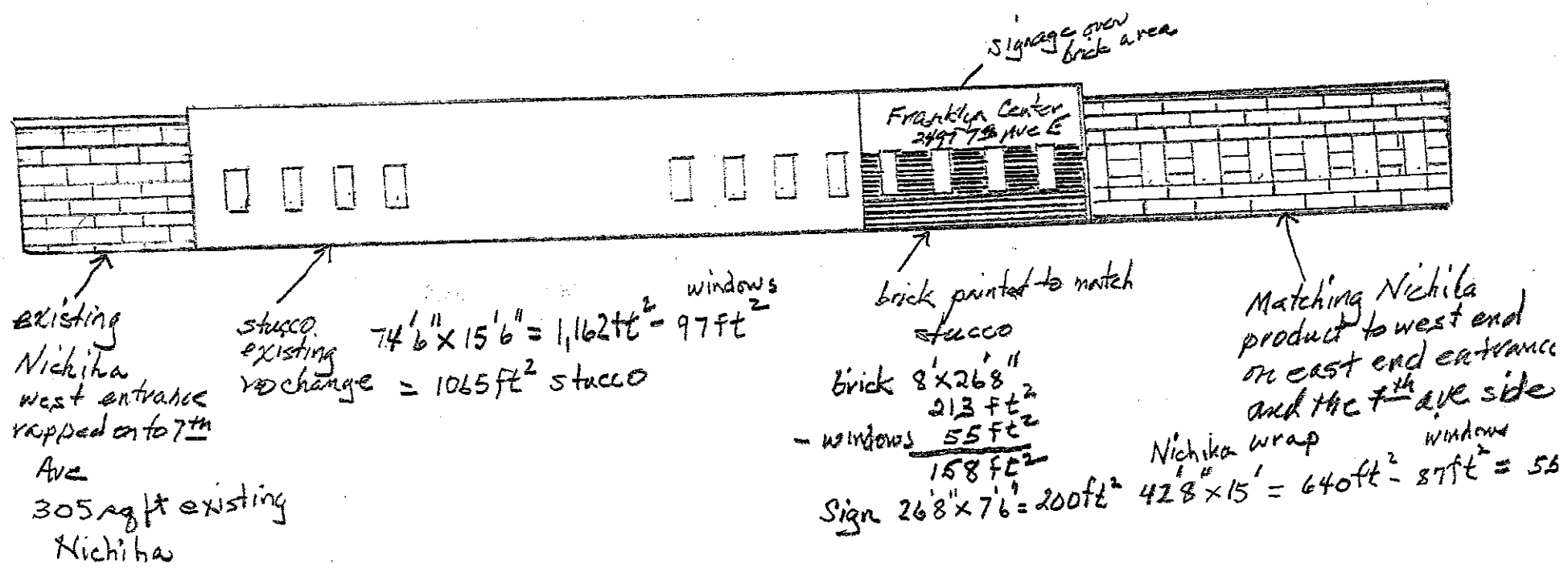
<i>Strategic Plan Item?</i>	N/A
<i>List the Strategic Area.</i>	Not Applicable
<i>Describe the engagement opportunities?</i>	N/A

7<sup>th</sup> Avenue % of Materials

Nichika west	=	12.1%
Nichika east	=	21.9%
Total Nichika	=	34%
Stucco	=	42.3%
Windows	=	9.5%
brick	=	6.2%
sign	=	8%
	=	<u>100%</u>

Submitted to Corrin Haegen Wendell, AICP  
July 18, 2016

by Jerry Weber  
612-240-6810





May 27, 2016

George Sinn  
2497 7<sup>th</sup> Avenue East  
North St. Paul, MN 55109

RE: Design Review – Franklyn Center

Dear Mr. Sinn,

At its May 26, 2016 meeting, the North Saint Paul Design Review Commission made a recommendation for the partial continuation of work on the Franklyn Center as listed below. Please see the attached Meeting Minutes.

Motion:

Motion by Commissioner Stevens with a second by Commissioner Fairbanks to approve the renovation to the entrance areas with the Japanese Nichiha product and then return to the Design Review Commission after analysis and design of the front façade facing 7<sup>th</sup> Avenue has been completed.

Next Steps (as stated in the attached minutes):

- (1) Move forward with the entrance areas only on the Franklyn Center, obtain a building permit to do so.
- (2) Speak with a representative from the Nichiha Company to help with design ideas for the 7<sup>th</sup> Avenue East façade.
- (3) There is not enough brick to complete the façade, this should not be part of the design.
- (4) Return to the Design Review Commission at the next meeting for further review of the 7<sup>th</sup> Avenue East façade. (Next meeting date: July 28, 2016, please have architectural drawings of the elevation and other submittals listed below to Corrin Wendell, City Planner by July 18<sup>th</sup>)
- (5) For the 7<sup>th</sup> Avenue East façade design, submittals include:



- a. Façade Materials
- b. Percentages of Materials Used on Façade
- c. Colors
- d. Projected Completion Date

If you should need any further assistance in the future, please do not hesitate to contact me at (651)747-2595.

Sincerely,

Corrin Wendell, AICP  
City Planner  
Corrin.Wendell@northstpaul.org



## Minutes

**Design and Historical Review Commission  
City Hall, 2400 Margaret Street  
Castle Conference Room**

**Monday, November 5, 2012 5:00 P.M.**

**Meeting called to order: 5:02 P.M.**

**Roll call:**

Paul Anderson, Patrick Bles, Deb Fairbanks, Linda Zick, Candy Petersen  
Staff: Nate Ehalt

**Franklyn Center Façade – Item was tabled at the October meeting**

Jerry Weber from Weber Investments was present to describe the façade plan on the Franklyn Center Facility. Jerry provided the commission with an overview of his plan to rehab the west side of the building. The commission asked Jerry if he had a plan for the rest of the building and how the west entrance fit into the comprehensive exterior plan. Jerry showed the commission one possible plan, but stated that there was no time frame of when the 7<sup>th</sup> Ave or east side of the building would be updated. He also stated that he would not agree to a timeline for improvements since the improvements are dependent upon cash flow, and with current vacant space available he could not commit. The commission asked him about awnings, signage and lighting for Merrick and Jerry stated that Merrick would need approval from him as the facility owner as well as the City.

Commissioner Bles made motion to approve the rehab of the west entrance with the shown material and selected color with the following conditions; 1) the 7<sup>th</sup> Avenue side would utilize a variety of contrasting but compatible materials as identified in the design manual and city code, and 2) signage, awnings and lighting must be submitted for review by the DHRC.

Motion was seconded by Zick. All Aye

**Adjournment: 6:05 P.M.**

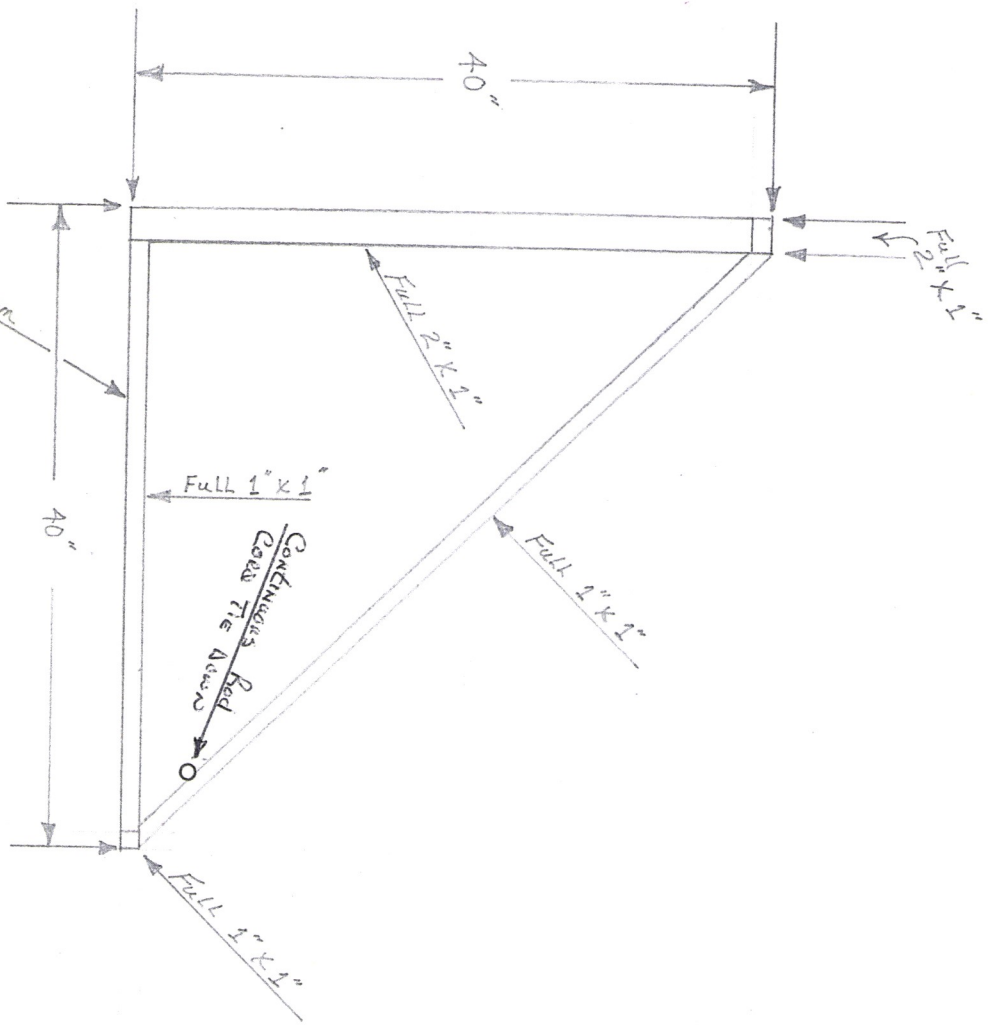




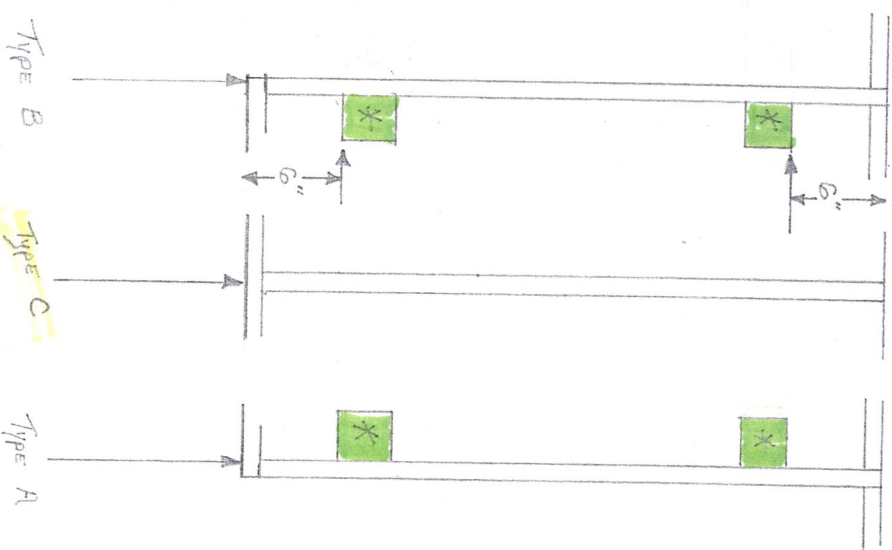
Russell J. Gagner  
 Gagner Contracting, LLC  
 10250 Kerry Ct. N.  
 Hugo, Minnesota 55038

E-MAIL: [rjgagner@msn.com](mailto:rjgagner@msn.com)  
 Phone: 651-308-8282

MERRICK, INC. - FRANKLYN CENTER  
 2497 - 7th Ave. E., Suite 106 - No. St. Paul



3" x 3" Fastening Plate



Scale: 1" = 0"

BTF-19™ is specially designed for commercial and residential awnings, canopies, tents, pergolas and light structures. Remarkable performance features include exceptional durability, dimensional stability, water and soil resistance.

BTF-19 is manufactured under tension. During the coating process, BTF-19 utilizes the highest quality polyester yarns and is coated under tension for exceptional dimensional stability that will last for years to come.

BTF-19 is sealable and accepts heat transfer, heat sealed inset fabric, sewn-in inset fabric, adhesive vinyl, screen-printing and hand painting graphics. Ten-year limited manufacturer's warranty. Six-year limited manufacturer's warranty when used in rental tents.

**Fabric:** PVC Coated High-Tenacity Polyester

**Finish:** PVDF/Acrylic Finish; Flame Retardant- NFPA 701-99, TM2, Large scale, California State Fire Marshal, Title 19; ASTM-E-84, Class A Building Material

**Width:** 85-86 inches wide

**Weight:** 18-19 oz. per sq. yd.

**Put up:** Approximately 50 yard rolls

**\*NOTE:** Only white has light transmission 8.5%

<b>Catalog Page No.</b>	39
<b>Trademark</b>	Naizil
<b>Base Fabric</b>	High-Tenacity Polyester
<b>Finished Width In.</b>	85-86
<b>Finished Square Yd. Wt. Oz.</b>	18-19
<b>Finish/Coating</b>	PVC-Coated; PVDF/Acrylic Finish
<b>Tongue Tear Strength Lbs.</b>	50 x 40
<b>Grab Tensile Lb.</b>	450 x 420
<b>Hydrostat</b>	—
<b>Shrinkage Factor</b>	—
<b>Approx. No. Colors - Top</b>	7
<b>Color - Underside</b>	Same
<b>Water Repellent</b>	Yes
<b>Mildew Resistant</b>	Yes
<b>FR Standards Met</b>	NPPA-701-99 TM2 Large Scale, CSFM, Title 19; ASTM-E-84, Class A Building Material
<b>Government Spec. Met</b>	None
<b>Heat Sealable</b>	Yes
<b>Opaque</b>	Yes
<b>Translucent</b>	White color only
<b>Put Up Yd.</b>	50
<b>Primary End Use</b>	Awning and Canopies
<b>Other End Use</b>	Tents and Light Structures
<b>Warranty</b>	10 Year/ 6 Year-tents

## Warranty covering Naizil PVC coated fabrics with Rotofluor W (Acrylic/PVDF) Lacquer coating



**P**lastiventa S.p.A. guarantees that the "Naizil Rotofluor W. lacquered" coated fabrics, supplied for frame supported and air inflated structures, is in conformity with the technical sheets supplied and is checked by qualified personnel in the subsequent production phases.

Plastiventa S.p.A.'s obligation under this warranty is limited to repair or replacement for the value and for the period of time established below, for any product that can be considered defective within the warranty period in accordance with the normal use and service as described below. In addition, this warranty is only valid for "Naizil Rotofluor W. lacquered" fabric for conversion into static frame supported and air inflated structures that have been designed and certified by a chartered engineer.

This warranty acknowledges the following defects:

- loss of water impermeability
- anomalous ageing
- flame resistance
- anomalous formation of mould

### Warranty limitations.

This warranty shall not be applied if the coated fabric is exposed to or placed in contact with damaging chemical agents or subjected to high levels of atmospheric pollution, damaging fumes and foreign substances in the atmosphere, or subjected to cleaning with aggressive systems and detergents; in the event of damage caused by earthquakes, violent atmospheric conditions (tornadoes), strong winds, violent thunderstorms, hurricanes etc.), falling aircraft or aircraft parts, mechanical damage of any kind, excessive pressure of any kind, explosions, floods, fires, revolts, insurrections, riots, or socio-political uprisings, wars, radiation and transmutation of the atom, as well as rubbing and perforations, tear as a result of defects or inadequate installation; or if subjected to an excessive tractive force and in the event of all damage as a result of force majeure.

Plastiventa S.p.A. acknowledges that the warranty is limited to the repair or replacement of any damaged parts. Such parts that might require replacement are quantified as the original cost of the coated fabric supplied plus a sum of equal value (as compensation for the working and installation of the fabric cover) corresponding to the percentage valid for the year in which the event occurs.

In no event shall Plastiventa S.p.A. be liable for any loss of profits, of use of tools, of equipment, of capital,

resulting direct or indirect damage, or damage consequent to the main damage.

All legal disputes shall be solved by the Court of Padua (Italy), hereby recognized as the sole court of competent jurisdiction.

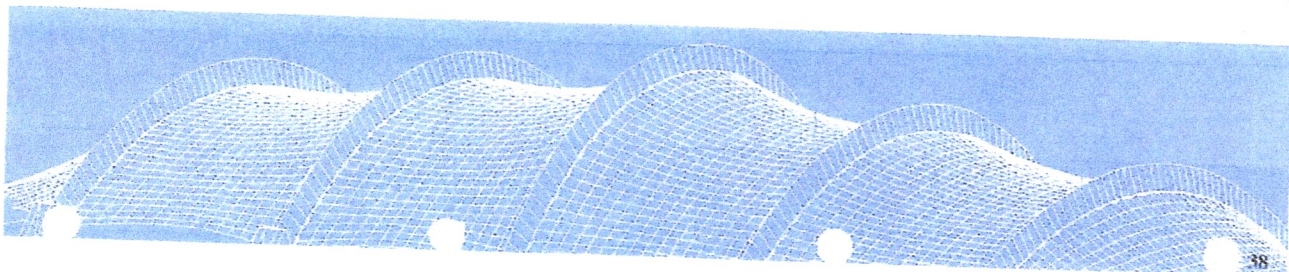
Any claims must be submitted in writing, with a registered letter to Plastiventa S.p.A.'s headquarters no later than 30 days from the date the defect was detected. If the notice of claim is not sent or is sent late, this shall cause the warranty to be void and therefore devoid of legal effect with respect to the defect detected. On receiving the notice, Plastiventa S.p.A. reserves the right to inspect the air inflated or frame supported structures so that it might suggest measures to be taken to find a solution for the defect. In the event inspection permission is refused, the warranty for said defect shall be void and devoid of legal effect.

### Warranty effective date

The warranty comes into effect as soon as the following data have been sent to our address in writing:

- location of the project
- customer
- description
- construction
- actual date of completion on site

Plastiventa S.p.A.





 Tri Vantage

...vning

## Item 3: Recognition Program

- when they submit app., there will have to be a before photograph (send three photos + description, etc.)
- This is an encouragement to do new things
- Should we recognize past projects (2 years?)
- Recognize projects that have been taken on w/o encouragement (even if 3-5 years ago)

↳ Letter from Mayor!

\* All or Nothing!

- Limit on number? → No
- Costs of this very minor

Secondary award that doesn't include pavers

Motion:

2nd:

How much are the pavers?

- Paul suggested that we wait until next meeting when Mate is here to pin this down
- Would like to get ~~there~~ <sup>this</sup> to Council by end of year!

## Other Updates:

### 18th Ave Project Update

- Difference between Preservation and Conservation
- Talk to Hess Roise about these variables
- Conservation approach much less restrictive

Fabric of whole neighborhood rather than individual structures

Can you put tight restrictions on whole neighborhood  
Could opt out

- Neighborhood meeting as soon as survey finished

Community vs. Individual  
Education

No motion

Adjourned: 5:49pm

# DHRC Meeting

Thursday, Oct. 25, 2012

Meeting called to Order : 5:02pm

Roll Call: Patrick, Paul, Linda  
Candy + George present

Item 1: Franklyn Center Facade

No changes to ~~20~~ minutes  
Minutes approved

- West Side
- Do they have plans to finish the other sides  
would need some variation  
All of Mansered roof will ultimately disappear  
Could add some feature to make it acceptable
- Was planning to do this before winter
- ~~Patrick~~ Patrick: suggestions from staff good
- Guide rather than restriction

Base  
cultured stone

Motion: No Motion

2nd: Will discuss w/owner + contact Kate ASAP to  
move forward

George Cell #

651-755-0268

Item 2: Reflex Medical

No discussion

Approval has already been recommended

Motion:  
2nd:

# DHRC Meeting

- Read Staff Report <sup>cornice</sup>
- Bring Drawings  
Need additional materials or accents to break up the mass
- Reflex Building
- Recognition Program
- Take Minutes (Motions, 2nd, Times, voters, notes)
- Research Conservation District

11-05-12

★ Adjourn: 6:05 PM

Meeting called to order: 5:00 PM

- Jeff Weber - showed some color rendering.

- 26' Awning

Motion: Approve material as primary <sup>we on west side of</sup> building under conditions:  
↓  
Blues

1) 7<sup>th</sup> Ave. ~~front~~ <sup>side</sup> would introduce contrasting but compatible materials that provide variety to the 7<sup>th</sup> Ave ~~side~~ <sup>side</sup> street.

2) Signage ~~and~~ awnings ~~and~~ <sup>and</sup> lighting must be substantial for review <sup>by</sup> DHRC ~~and~~

~~and~~ <sup>2<sup>nd</sup></sup> by Zick - All Aye.

Reflex →

CITY OF NORTH ST. PAUL

**RESOLUTION NO. 2012-108**

**RESOLUTION APPROVING THE FRANKLYN CENTER FAÇADE PLAN  
AS RECOMMENDED BY THE DESIGN AND HISTORICAL REVIEW COMMISSION**

**WHEREAS**, Franklyn Center, located at 2497 7<sup>th</sup> Avenue, is proposing to remove the mansard roof and reside the west side of the building with a cement board product; and

**WHEREAS**, the DHRC heard this request at their Thursday, October 25, 2012 meeting, and asked the applicant to submit more complete plans for the other three sides of the building; and

**WHEREAS**, in addition the DHRC requested a letter from the business owner stating that the same product and design will be installed on the other sides of the building; and

**WHEREAS**, the DHRC held a special meeting on Monday, November 5, 2012 to review the additional plans; and

**WHEREAS**, the Design and Historical Review Commission recommends City Council approval for the west side building plans at this time, and further plans for the remaining three sides will be presented at a later date; and

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of North St. Paul, it hereby approves the Franklyn Center Façade updates for the west side of the building as recommended by the Design and Historical Review Commission.

**ADOPTED** this 9<sup>th</sup> day of November, 2012.

Motion by Council Member Petersen  
Second by Council Member Bruton

Voting:   Aye:       Council Member Furlong  
                          Council Member Petersen  
                          Council Member Walczak  
                          Council Member Bruton  
                          Mayor Kuehn  
          Nay:       None  
          Abstain: None  
          Absent: None

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Michael R. Kuehn, Mayor

Attest: \_\_\_\_\_  
          Walter T. Wysopal, City Manager

Car Show June 24, 2016

**Design Elements in the Downtown**

