

**MEETING MINUTES
DESIGN REVIEW COMMISSION
THURSDAY, APRIL 27, 2017
5:00 PM**



**NORTH
ST. PAUL**
extraordinary.

LOCATION: CASTLE ROOM, CITY HALL

I. CALL TO ORDER

The meeting was called to order by Chair Stahlmann at 5:00

II. ROLL CALL

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

Absent: none

Staff: City Planner, Erin Perdu

III. ADOPT AGENDA

Motion by Fairbanks, Second by Blee to approve the agenda as presented. The motion carried unanimously.

IV. APPROVAL OF MINUTES

- A. Motion by Stevens, Second by Fairbanks to approve the February 23, 2017 regular meeting minutes as presented. The motion carried unanimously.

V. MEETING OPEN TO THE PUBLIC

VI. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

VII. REPORTS FROM STAFF

- A. Snowman grant opportunity: Stahlmann introduced this item, stating that DRC interest in helping with the Snowman led to a discussion with Fire Chief Scott Duddeck. At the February DRC meeting it was thought that grants would take too long. Since the February meeting, we have been made aware of a potential grant opportunity by City Manager Ziemer.

The Commission discussed the grants and the pros and cons of applying. It was determined that there are two questions to be answered before the DRC can make a decision: what is the deadline and does the grant require that the resource be eligible for (or on) the National Register.

Planner Perdu also updated the Commission on the 2014 18th Ave. grant submission which was never closed out. The City received notification that this has to be taken care of before any new grant submissions.

Commissioner Stevens suggested that the City include regular maintenance of the Snowman on the City's budget as a regular line item.

After some discussion, a Motion by Stevens, Second by Blee was made to forward the consensus recommendation to the City Manager and City Council that a line item for ongoing maintenance of the snowman be included in the budget. The motion carried unanimously.

B. Comprehensive Plan update

Chair Stahlmann began with a review of roles and responsibilities, as well as other major planning efforts. Comp Plan is officially part of the Planning Commission's responsibility and is a 20 year document. The City has issued a call for steering committee members and Commissioner Stahlmann accepted.

Planner Perdu provided an update on the year-long process and Commissioner Stevens asked about the steering committee's role.

C. Downtown Master Plan update

Planner Perdu indicated that project team members would bring an update on this project to the June DRC meeting.

VIII. REPORTS FROM COMMISSIONERS

Commissioner Petersen stated that Chair Stahlmann did a good job presenting the home improvement award at City Council.

Commissioner Stevens asked if Corrin's position would be filled. Planner Perdu indicated that there were no plans to do so in 2017, but that would be discussed as part of the 2018 City Budget.

Commissioner Petersen indicated that she will attend steering committee meeting on Chair Stahlmann's behalf if he is unable to attend.

IX. ADJOURNMENT

Motion by Anderson, Second by Fairbanks to adjourn the meeting. Meeting adjourned at 5:33 p.m.

Next meeting: Thursday, May 25, 2017