

**MEETING AGENDA
DESIGN REVIEW COMMISSION
THURSDAY, OCTOBER 26, 2017
5:00 PM
LOCATION: CASTLE ROOM, CITY HALL**



- I. CALL TO ORDER**
- II. ROLL CALL**
Joe Stahlmann, Chair
Patrick Blees, Vice-Chair
Paul Anderson
Deb Fairbanks
Candy Petersen, Council Liaison
Lou Ann Stevens
- III. ADOPT AGENDA**
- IV. APPROVAL OF MINUTES**
A. Approve the August 24, 2017 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. Home Improvement Award Nominations:
 - i. 2119 17th Ave. E
 - ii. 2549 15th Ave. E.
 - iii. 2813 Division St. N.
 - iv. Luv Ice Cream and Chocolates
- VII. REPORTS FROM STAFF**
A. Downtown Master Plan update
- VIII. REPORTS FROM COMMISSIONERS**
A. Annual Historic Preservation Conference Update – Patrick Blees
- IX. ADJOURNMENT**

Next meeting: Thursday, November 23, 2017

**MEETING MINUTES
DESIGN & HISTORICAL REVIEW COMMISSION
THURSDAY, AUGUST 24, 2017
5:00 PM**



LOCATION: CASTLE ROOM, CITY HALL

I. CALL TO ORDER

II. ROLL CALL

Joe Stahlmann, Chair

ABSENT

Patrick Blee, Vice-Chair

Paul Anderson

Deb Fairbanks

Candy Petersen, Council Liaison

Lou Ann Stevens

III. ADOPT AGENDA

A. Meeting was absent of a quorum.

IV. APPROVAL OF MINUTES

A. Meeting was absent of a quorum.

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. PUBLIC HEARINGS

A. None

VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. None

VIII. REPORTS FROM STAFF

A. Downtown Master Plan update was given by Bob Slipka and Bailey Krause from WSB.

1. WSB has divided sections of downtown into three uses as follows:

A. Western Residential District

B. Historic Business district

C. Newer Commercial District

- Along with these three Districts, there is also a Transitional Corridor in the downtown business district between 1st and Helen.
- Throughout the downtown area, aerial views show that there can be landscaped areas (in green) along with mixture amenity zone (in brown) which may include decorative pavement, trees, outdoor dining, bike racks, decorative fencing against parking lots, etc.
- Each end of 7th can potentially have a Parkway feel with center medians and landscaped plantings to ultimately soften and slow down traffic.
- There is a minimal level of sidewalk at 10 feet wide marked out on the aerial map (in white). It can be widened out as necessary.
- Half a block north and south and half a block east and west can be a “shared street” area with no curb rise, just a gutter. It can be distinct from the rest of the downtown area by using different paving, etc. to give it a “town center/urban plaza/street mall” feel. This creates a destination place for downtown events.
- Seventh can be barricaded off in the “shared street” area for downtown events while Seppala and 6th can provide by-pass for traffic along that section.
- Two mid-block crossings are shown, one near the post office on the west side, and one near the old drive-up liquor store to the east side. These can provide safe crossing areas outside of the crossing intersection at Margaret and 7th.

Once the understanding is noted about how the Mixed Amenity Zone can be used in the downtown core, more details can be added. A good balance can then be reached for how the space will be ultimately used, ie., landscaping, outdoor dining, art elements, decorative paving with benches, etc.

2. Some things to consider are:

- The ADA requires the crosswalks at intersections to be perpendicular; More detailed design will be added as templates are added to the overall Downtown Design.
- The design will need to be submitted to the State because it is not in compliance with the State guidelines regarding angled parking. The City will need to apply for a variance. The likelihood of getting a variance is minimal, so State aid may not be there to support this design. It is a trade-off to get what North St. Paul wants in the downtown area for the next 40 to 50 years, as opposed to taking state aid with no angled parking.
- Future meetings may want to include:
 - North St. Paul Business Association for business use of the Mixed Amenity Spaces.
 - North St. Paul Greens Committee for landscaping ideas/upkeep/input.

WSB will be developing more detailed templates to show ideas of how the spaces can be used. This will provide insight to the City, Committees, Businesses, and Public. WSB will also provide Joe Stahlmann and the Design Review Committee with a digital file of the aerial map.

IX. REPORTS FROM COMMISSIONERS

A. None

X. ADJOURNMENT

Next Meeting: September 28th, 2017

MEMORANDUM

Date: October 19, 2017

To: Chair Stahlmann and Design Review Commission
From: Erin Perdu, AICP, Consulting City Planner
CC: [Click here to enter text.](#)
Re: 2017 Home Improvement Award Nominations



This year the City has received nominations for the following properties for home improvement awards:

- 2119 7th Ave. E
- 2549 15th Ave. E.
- 2813 Division St. N.
- Luv Ice Cream and Chocolates

Attached are photos of each property and nomination forms, which were submitted online, where we have them. Unfortunately for the first two nominees it appears that there was some misunderstanding about the purpose of the awards. I did reach out to both nominators but as of the time of this memo I have not heard back from them.

Commissioner Blee's nomination of Luv Ice Cream and Chocolates is a change from past nominations, as this is the first time a commercial property has been nominated. The Commission can consider whether to extend the program to a commercial winner, or to perhaps extend the award to one homeowner and one commercial property.

2119 7th Ave. E.



2549 15th Ave. E.



2813 Division St.



Luv Ice Cream



From: noreply@civicplus.com
To: [Erin Perdu](#); [Laurie Koehnle](#)
Subject: Online Form Submittal: Home Improvement Award Application
Date: Friday, September 15, 2017 8:01:27 AM

Home Improvement Award Application

First Name	Melody
Last Name	Fox
Address	2119 7th ave east
City	North Saint Paul
State	Minnesota
Zip Code	55109
Phone Number	612-600-6154
Email Address	Melodyeve1@msn.com
Type of Project	Home Renovations/Remodel

(Section Break)

Project Owner	Melody Fox
Project Address	2119 7th ave east, North Saint Paul, MN 55109
Property Contact Phone Number	6126006154

(Section Break)

Reason for Nomination:	<p>I purchased this home in 2015. After i moved in i started cleaning up the yard, planting gardens, trimming trees, taking out brush and over all making it a better looking piece of property. I would love to update/improve the look of my garage and home for better curb appeal. I love maintaining and improving my property. This award would allow me to update the outside of my home, and possibly update the driveway. Thank you for your consideration.</p>
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Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Erin Perdu](#); [Laurie Koehnle](#)
Subject: Online Form Submittal: Home Improvement Award Application
Date: Sunday, October 1, 2017 6:13:25 PM

Home Improvement Award Application

First Name	Pam
Last Name	Connolly
Address	5039 Erie Lane
City	Stacy
State	MN
Zip Code	55079
Phone Number	651-462-3302 cell-612597-2583
Email Address	sapman5803@yahoo.com
Type of Project	Continued Maintenance

(Section Break)

Project Owner	Marcella M. Themmes
Project Address	2549 East 15th Avenue
Property Contact Phone Number	651-777-3326

(Section Break)

Reason for Nomination:	<p>My father built this house for my mother, but he passed 27 years ago and my mother is at the age of 89. She has dialysis 3x a week and she is going on her 5th year and slowly getting tired. Her house needs new windows and her basement has some mold issues. My brother Bill and I have been taking care of her so she does not have to go to a nursing home. It just would be so nice for Mom to have more warmth this winter with new windows, she is always cold and her gas bill is so high. Thank you for considering our MaMa.</p>
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Laurie Koehnle

From: noreply@civicplus.com
Sent: Friday, October 13, 2017 10:43 AM
To: Erin Perdu; Laurie Koehnle
Subject: Online Form Submittal: Home Improvement Award Application

Home Improvement Award Application

First Name Patrick
Last Name Blee
Address 2887 Lake Blvd
City North Saint Paul
State MN
Zip Code 55109
Phone Number 612-508-6596
Email Address pblees@cmarch.com
Type of Project Home Renovations/Remodel

(Section Break)

Project Owner Luv Ice Cream
Project Address 2587 7th Ave E
Property Contact Phone Number (651) 621-4484

(Section Break)

Reason for Nomination: Renovation of old drug store to bring back historic appearance.

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