

**MEETING MINUTES
DESIGN & HISTORICAL REVIEW COMMISSION
THURSDAY, OCTOBER 26, 2017
5:00 PM**



LOCATION: CASTLE ROOM, CITY HALL

- I. CALL TO ORDER**
Meeting called to order at 5:06 p.m.

- II. ROLL CALL**
Joe Stahlmann, Chair
ABSENT - Patrick Blee, Vice-Chair
Paul Anderson
ABSENT - Deb Fairbanks
Candy Petersen, Council Liaison
Lou Ann Stevens

- III. ADOPT AGENDA**
Agenda was adopted.

- IV. APPROVAL OF MINUTES**
Motion to approve by Joe Stahlmann, seconded by Paul Anderson.

- V. MEETING OPEN TO THE PUBLIC**
No public attending meeting.

- VI. PUBLIC HEARING**
None.

- VII. COMMISSION BUSINESS ACTION ITEMS & RECOMMENDATIONS**

Home Improvement Award Nominations were discussed regarding the addresses of 2119 17th Ave. E., and 2549 15th Ave. E. There seemed to be some confusion by the applicants regarding the purpose of the Home Improvement Award. They were notified that this is not a monetary award, but rather a recognition award for work already done. The homeowner at 2549 15th Ave. E. withdrew their application. The homeowner at 2119 17th Ave. E., stated that they were in the process of continuing work. They will be contacted again and notified that the Home Improvement Award Nominations are for completed work, not work in progress, and that they are welcome to apply again next year.

The application for 2813 Division St. N. was submitted online rather than on an application form. City Planner, Erin Perdu went to take photos of the property, including the garage. The other property is Luv's Ice Cream, however, this is a commercial property. An application has been submitted for Luv's. The award is for exterior improvement, but has not been given to a commercial property before.

It was determined that the first two properties of 2119 17th Ave. E., and 2549 15th Ave. E., are not eligible for the award.

Discussion of the property at 2813 Division Street included the new stone work, the canopy entryway, the new garage and that the colors blend well into the natural surroundings. There was discussion also of Luv's Ice Cream and the improvements to the facade of the building and the addition of the plantings.

Discussion also surrounded the name of the award being called Property Improvement Award as opposed to Home Improvement Award. Changing the name may encourage other commercial development improvements around the area.

Paul Anderson makes a motion to approve the award for the properties at 2813 Division Street, as well as Luv's Ice Cream in downtown. The motion was seconded by Lou Ann Stevens. The motion carried unanimously.

Planner Perdu will do some research and follow-up regarding the title of the award and possibly changing the name to Property Improvement Award. She will email the Commission Members with the results of the research.

VIII. REPORTS FROM STAFF

The owner of the building that had the fire in downtown would like to come in with a proposal to redo the façade of the building and make a proposal for repairing the underside of the façade as well as some other work. He would like to come in during the November meeting, however, the November meeting needs to be rescheduled as it is on Thanksgiving Day. The agreement was made to change the November Design Review Commission Meeting to Thursday, November 16, 2017 at 5:00 p.m.

A. Downtown Master Plan update was presented by Bob Slipka from WSB.

Visual Preference Survey's here and in other similar cities as well as on online survey have been done to understand what the public is interested in seeing for downtown settings. WSB is extrapolating that information to apply some of it to the North St. Paul Downtown area. Some of the topics have been included below.

1. The survey included pavement. The choices given were Concrete, Decorative Concrete, or Pavers. Pavers was the preferred method. When surveyed about Concrete, texture was preferred on the concrete.
2. Plantings included Formal, Raised Planters, or Raingardens. Raingardens was preferred.
3. Site Amenities is very detailed, however, the community preferred Antique in the category of Antique, Modern, and Custom.
4. In terms of Gathering Space the choices were Open Lawn, Pocket Plaza or Downtown Plaza. Downtown Plaza was preferred.

5. When looking at Active Space versus Passive Space, Passive Space was preferred. One of the most popular Active Space usages right now in various communities is to have a Splash Pad.
Our Survey results, indicated this ranked the lowest on the list of how to use space in North St. Paul.
6. Overall Corridor Appearance included the categories of Simple, Lightly Developed, or Parkesque. Lightly Developed was the preferred choice of appearance.

B. The commission viewed the templates that were prepared by WSB in relation to the previously viewed Downtown maps. The template overlays incorporate the area from Highway 120 to 3rd Street on 7th Avenue. Eventually the area will carry all the way to McKnight, but the focus currently is between the area of Highway 120 to 3rd for the corridor study.

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

- A. Western Residential District
- B. Historic Business district (1 block on either side of Margaret)
- C. Newer Commercial District

Detailed discussion surrounded these three districts in relation to the templates being used as overlays on the Downtown Master Plan map.

Some of the topics discussed were parking (including angled parking), medians, plantings and landscaping, pedestrian passageways, traffic calming, pedestrian safety measures, pedestrian crossing areas, “urban plaza” area, parking lot areas, and road, sidewalk, and median maintenance.

IX. REPORTS FROM COMMISSIONERS

- A. The Annual Historic Preservation Conference Update from Patrick Bles has been postponed.
- B. The Animal Hospital is potentially moving to Window World space on 11th Avenue and Window World is potentially moving to McKnight near Highway 36.
- C. Sarah Zaradka from the Parks Commission is meeting with the EDA on November 14, 2017 to discuss the Downtown Iconic Playground Park idea.

X. ADJOURNMENT

Motion to adjourn meeting by Paul Anderson, seconded by Lou Ann Stevens.
Meeting adjourned at 6:20 p.m.

Next Meeting: November 16th, 2017