

**DOWNTOWN DESIGN REVIEW BOARD
MEETING MINUTES**

**July 11th, 2018-8:30A.M.
City Hall-A102**

- 1. Roll Call: Members Present:** David Badman, Leah Byzewski, Chuck Flemmer, Kate Kvamme, Troy Nelson. **Others Present:** Andrea Edwardson, Cary McMahon, Andy Conlon, Nick Cox, Mike McClain, Brian Carlson, Nate Miller.

- 2. Reading and Approval of DDRB Minutes for June 13, 2018**

**MOTIN BY FLEMMER, SECOND BY BADMAN TO APPROVE AS
PRESENTED. VOTING “AYE” ALL. MINUTES APPROVED UNANIMOUSLY.**

- 3. Final Approval of 4th Street Lofts, mixed use development at 15th S. 4th St.**

Ms. Edwardson introduced the item stating this was for final approval of the plans that were brought forward a few months back. She introduced the team from JLG Architects and handed the presentation over to them. The team gave an overview of what the final building products were going to be as well and letting the board know of some minor changes that were made to the site plan. Not everything is finalized at this point but all of the major points were.

Board members asked questions about the finish panel materials as well as the window glazing.

**MOTION BY FLEMMER, SECOND BY NELSON TO APPROVE AS
PRESENTED. VOTING “AYE” ALL. MOTIN PASSED UNANIMOUSLY.**

- 4. Wall Signage at 33 s. 3rd Street – 701 Co-Working Space**

Ms. Edwardson introduced the item stating this was for a vinyl cling window signage for the space. Ms. Edwardson indicated that it fell within the 10% allowed signage area.

Ms. Byzewski noted that on the top of the building next door was a plant/tree growing out of the building and Ms. Edwardson indicated that she would contact the building owner and let them know of the situation.

MOTION BY FLEMMER, SECOND BY BADMAN TO APPROVE AS PRESENTED. VOTING “AYE” ALL. MOTION PASSED UNANIMOUSLY

5. Staff Update: Sign Replacement” High Plains Fair Housing at 406 Demers Avenue

Ms. Edwardson introduced the item saying per a conversation with Ms. Byzewski they are just bringing this forward as an information item as the style and size of the sign would remain the same, just the name would change.

Mr. Flemmer asked if the street scape design for Demers Avenue would be coming to DDRB for review. Ms. Edwardson stated that she was not sure, but she would try to facilitate that.

Mr. Flemmer also asked if there was any movement on repair of the attorney’s office that had been damaged by a vehicle a few weeks past. Ms. Collings stated they had had not issued a permit at this time and that it was being held up with insurance paperwork.

6. Adjournment

MOTION BY FLEMMER, SECOND BY NELSON TO ADJOURN. MEETING ADJOURNED AT 9:02AM

Respectfully submitted by Cary McMahon- Planning & Community Development