

# **DOWNTOWN DESIGN REVIEW BOARD MEETING MINUTES**

**April 17, 2019 – 8:30am  
City Hall – Planning Conference Room**

## **1. Roll Call – Members Present**

The meeting was called to order by Leah Byzewski at 8:30 a.m. with the following members present: Dave Badman, Leah Byzewski, Chuck Flemmer, and Kate Kvamme.

Absent: Alex Reichert. Quorum present. Staff present: Andrea Edwardson, Senior Planner, Andrew Conlon, Community Development Specialist. Others present: Brain Carlson, JLG Architects, and Dennis Blackmun, Hub Bar.

## **2. Reading & Approval of DDRB Minutes for July 11, 2018.**

**Moved by Flemmer, second by Badman for approval of minutes as presented. Motion carried unanimously.**

## **3. JLG Skywalk Connection.**

Mrs. Edwardson provided a back ground of the project. The skywalk will connect the Selkirk building at 15 S 4<sup>th</sup> Street to the Corporate Center Parking Ramp, 55 S 5<sup>th</sup> Street, spanning S 4<sup>th</sup> Street right of way. An architectural rendering of the project was shown, with materials of the skywalk complimenting and matching the Selkirk building.

Mrs. Edwardson indicated staff is discussing with ND Department of Transportation (NDDOT) the required height of the skywalk. The current design show the skywalk at 15'2", however NDDOT may require the minimum height be increased to 16'6". If this is the case, the skywalk design may curve on the bottom half to allow for the increased height requirements. Staff is looking for board approval of both the current option and the potential option for it to curve to allow for additional height clearance.

Mr. Flemmer commented that he appreciated the coordination of materials with Selkirk.

Mrs. Kvamme asked for clarification on materials used and why EFIS was chosen over a metal panel. Mr. Carlson, JLG Architects, stated long term maintenance and durability caused them to choose EFIS over metal. If the underside were to be damaged, metal paneling would be harder to repair and match. EFIS is most cost

effective to patch and match. Metal paneling may be discontinued in the future making matching difficult as well.

Mr. Badman asked for an update on timing of the project. Mr. Carlson stated the skywalk is desired to be constructed and completed prior to the main Selkirk condominium building being opens in Fall of this year, 2019.

**Motion by Flemmer, second by Badman for approval of Skywalk Connection on S 4<sup>th</sup> street. Motion carried unanimously.**

### **3.1 Hub Bar Addition, 203 N 3<sup>rd</sup> Street.**

Mrs. Edwardson asked to include the concept plan of the Hub Bar Addition on the agenda.

Mr. Blackmun shared a concept rendering of a 12 foot addition to the rear portion of their building to extend their kitchen area and storage room. He stated that business has been doing well and they are in need of a larger kitchen to keep up with the demand.

They would be matching the look on the side, continuing with cement block painted to match existing. On the rear, alley side they would like to emphasize their back entrance to make it more of a focal point. If possible they would like to alvage some brick rom the Lyons building and include on the rear façade, but otherwise they would match the front brick, on the 3<sup>rd</sup> street side.

Mrs. Kvamme asked about their parking plans. Mr. Blackmun stated that they would lose parking on the alley side, but they rent from Ward Johnson to the north and may potentially seek to rent stalls from the Herald Building parking, directly west of the Hub across the alley.

Mrs. Blackmun indicated structural plans need to be drawn up but he wanted an indication from the board the project would be something amenable to them before hiring the structural.

Mrs. Kvamme offered that they look at including a high parapet on the rear façade to screen the mechanical equipment.

No Action was taken by the board at this time. However they indicated they were in favor of the project and would act later when more structural details were provided.

## **4. Downtown Action Plan – Overview**

Mr. Conlon presented an update on the Downtown Action Plan process that includes: Streetscape, Parks & Open Spaces, Development Strategies, and Way-finding.

#### **5. DDRB portion of Downtown Action Plan**

Mrs. Edwardson provided an update as to how the DDRB guidelines fit in to the overall Downtown Action Plan. Part of the Development Strategies portion includes an update of the guidelines to standards or code that provides an enforceable basis to ensure compliance as well as to modernize the architectural elements of the guidelines.

Mrs. Edwardson indicated that RDG Planning Group, the consultants hired for the Downtown Action Plan, are looking to take our existing guidelines and transfer them into standards that can then be discussed and debated by the DDRB and various stakeholders. One avenue that the consultants are looking at is a version of form based code which focuses on massing and the built environment over traditional zoning codes that focuses on uses.

A discussion regarding the potential boundaries of the DDRB guidelines was held. Mrs. Edwardson stated that currently the DDRB enforcement is limited to the Downtown Historic District boundary but staff is recommending the B-4 Central Business Zoning District be considered for the boundary. The B4 boundary is much larger and encompasses what most consider to be the downtown area as well as some fringe areas where there is growth potential. A map of the B4 area and historic district area was shown.

Mrs. Kvamme asked that staff consider looking at two separate zoning areas for downtown with one being the historic district that has higher intense regulations to protect the character of the district.

Mr. Flemmer commented that there should be additional regulations and protections for properties on the National Register as well as those directly adjacent to historically registered buildings as even adjacent buildings can have an effect on a historic building status.

Mrs. Edwardson stated that staff is looking to provide the board an update and general background on the process so that a more detailed discussion can be held with the consultants when they're in town to meet with the board and other stakeholders.

**Motion to adjourn by Flemmer, second by Badman with meeting adjourned at 9:35am.**