

Renaissance Zone Board Meeting
Meeting Minutes for September 22, 2022 @ 8:30 am
Public Works Building, Conference Room #3
1025 31st Street SE, Minot, ND

Members Present: Pete Hugret (Chair), Pat Bailey (Vice-Chair), Justin Anderson, Betty Fedorchak, Rachelle Sian, Josh Wolsky, and Mark Lyman.
Members Absent: Michael King, Jason Bentley, Jen Cook, and Kerry Candrian.
Others Present: Brian Billingsley (Community & Economic Development Director) and Jonathan Rosenthal (Economic Development Administrator).
Guests: None

Call to Order.

Chair Hugret called the meeting to order at 8:30 am.

Adopt Meeting Minutes.

Motion by Lyman to adopt the minutes of the August 25, 2022 meeting. Second by Anderson. Passed by the following vote: ayes: all, nays: none. **Motion Passes.**

Request for an Extension to Complete Façade Work by April 30, 2023 for Case No. FI-2.

Rosenthal presented a request by Kevin Black to extend the deadline for his FI-2 project to April 30, 2023. The reason for this request is a delay in the manufacturing and delivery of custom windows.

Motion by Anderson to recommend approval of the time extension to April 30, 2023. Second by Fedorchak. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

Request for an Amendment to the Design Drawings for Case No. FI-4.

Bailey gave an overview of the situation regarding a sign band above the front door for 111 W Central Avenue. After the contractor for the FI-4 project removed the exterior façade from the building, he discovered an opening in the fenestration that did not appear in the architect's design drawings. The applicant, Margie Bolton, is requesting to place painted plywood in the opening instead of glass. The applicant is also requesting to relocate the front door so it can fully open without hitting the sidewalk.

Motion by Lyman to recommend approval of both amendments. Second by Anderson.

The Board discussed the amendment. They agreed the program guidelines allow some flexibility for the applicant to bring their building back close to their original design. The Board in this situation felt that the modification was minor in nature and would not have a negative effect on the overall design of the entire façade. Wolsky stated this is the second amendment the Board has entertained since the program's implementation last year. Anderson stated he would like to give staff the ability to approve minor amendments. Rosenthal discussed how the program was set up and gave some guidance on how we can amend the program's rules.

Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

Progress on Façade Projects.

Rosenthal updated the committee on the progress of these projects:

- FI-2 (Whiskey Nine) has installed the second-floor windows.
- FI-3 (Mouse River Players) is near completion.
- FI-1 (Auslander) is working on an application to reface the south façade.

Rosenthal also updated the Board on other potential projects:

- Bricks Building has new ownership that is working on an application.
- Arny's is still considering a project.
- Dennis Wolsky is interested in remodeling his building on East Central.
- EPIC is finalizing its application for the M Building.

A discussion took place on the City's 2023 budget. Rosenthal advised the Board that Alderman Pitner is working on placing more into the program and that the City Council will adopt the budget at their next meeting.

The Board did not take any action.

Discuss Suggestions by Board Members and Staff to Revise Façade Improvement Program Policies and Guidelines.

Chair Hugret asked for volunteers from the Board to serve on a committee to review the Façade Improvement program guidelines. Wolsky advised that staff should schedule meetings and invite a few Board members, but not enough to constitute a quorum of the Board. The group would be responsible for presenting its findings and recommendations to the Board. Hugret, Wolsky, and Bailey will be meeting with Rosenthal to review the policies and guidelines.

Discussion of Renaissance Zone Vision, Goals & Objectives (continued discussion).

Continued. To be discussed at a future meeting.

Next Scheduled Meeting.

Thursday, October 27, 2022, 8:30 AM in the City's Public Works Building, Conference Room #3.

Adjournment.

Motion by Fedorchak to adjourn the meeting. Second by Bailey. Motion carried by the following vote: ayes: all, nays: none. **Motion passes.**

The meeting was adjourned at 9:35 am.

Minutes prepared by: Brian Billingsley, Community & Economic Development Director