

**BELLE PLAINE DESIGN COMMITTEE
REGULAR SESSION
APRIL 4, 2016**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Design Committee met in Regular Session on Monday, April 4, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Vice Chair Laurie Behnke called the meeting to order at 5:15 p.m. with Commissioners Kathy Joerg and Pat Krings present. Also present were Community Development Director Cynthia Smith Strack and Council Liaison Cary Coop. Commissioners Rick Krant and Greg Theissen were not present.

2. APPROVAL OF AGENDA.

MOTION by Krings, second by Coop, to approve the agenda as presented. ALL VOTED AYE. MOTION CARRIED.

3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of March 7, 2016.

MOTION by Coop, second by Joerg, to approve the Regular Session Minutes of March 7, 2016 as presented. ALL VOTED AYE. MOTION CARRIED.

4. BUSINESS.

4.1. Façade Improvement Loan – Annie’s Café Reroofing.

Community Development Director Smith Strack explained that Ann Miller, d.b.a. Annie’s Café, has applied for a Façade Improvement Loan in the amount of \$1,500 for re-roofing the building located at 201 East Main Street. The replacement shingles will be of similar color. Photos of the building were included with Community Development Director Smith Strack’s memo.

MOTION by Joerg, second by Coop, to recommend approval of the replacement of the shingles as requested for the Façade Improvement Loan Program by Ann Miller, dba Annie’s Café, at 201 East Main Street. ALL VOTED AYE. MOTION CARRIED.

4.2. Façade Improvement Loan – Don Savage, Sparetime Tavern, Door Replacement.

Community Development Director Smith Strack explained that Don Savage, d.b.a. Sparetime Tavern, has applied for a Façade Improvement Loan in the amount of \$1,500 for the replacement of two doors at 117 West Main Street. Each door will consist of a glass panel.

Coop suggested the color white instead of the black for the door trim for consistency with the window trim and the existing door frames. The Commissioners discussed lettering for the glass panel doors and recommended the only the name, address and hours of business be allowed on the doors. No advertising of products.

MOTION by Joerg, second by Coop, to recommend approval of the replacement of two doors as requested for the Façade Improvement Loan Program by Don Savage, dba Sparetime Tavern, at 117 West Main Street, contingent that only the name, address and hours be allowed on the glass panel door (no advertising of products). Furthermore, the Committee recommends the color white for the door trim, rather than the proposed black color, due to consistency with the existing window frames. ALL VOTED AYE. MOTION CARRIED.

4.3. “The Language of Design” – Distribution.

Community Development Director Smith Strack distributed the book, 'The Language of Design' by Maureen Steele-Bellows and Barry Petit. She encouraged the Commissioners to review the book and come prepared for discussion at the next meeting.

5. ADMINISTRATIVE REPORTS.

5.1. Commissioner Comments.

The Commissioners were advised by Community Development Director Smith Strack that next month's agenda will include review of the proposed facility by Ridgeview Medical. Also, she is in contact with the University of Minnesota regarding streetscape lighting.

Commissioner Joerg commented that the entrance monument near the river bridge along TH 25/Walnut Street is leaning. She commented on the artificial look and feel of the sign and recommended a different model for the entrance monuments on TH169.

5.2. Upcoming Meeting.

1. Next Regular Meeting, 5:15 PM, Monday, May 2, 2016.

The Commissioners were reminded of the next meeting as listed.

6. ADJOURNMENT.

MOTION by Krings, second by Coop, to adjourn at 5:44 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings
Recording Secretary