



BELLE PLAINE DESIGN COMMITTEE  
NOTICE OF REGULAR MEETING AND AGENDA  
CITY HALL, 218 NORTH MERIDIAN STREET  
PLEASE USE THE NORTH ENTRANCE

**MONDAY, NOVEMBER 7, 2016**  
**5:15 P.M.**

5:15  
P.M.

1. CALL TO ORDER. 1.1. Roll Call.
2. APPROVAL OF AGENDA.
3. APPROVAL OF MINUTES.
  - 3.1. Regular Session Minutes of October 3, 2016.
4. BUSINESS.
  - 4.1. Discussion: Design Preferences Entry Monument Signs
  - 4.2. Discussion: Design Preferences Water Tower
  - 4.3. Discussion: Bikeways
  - 4.4. Residing Project - Mayo Clinic Building, 700 W. Prairie Street
  - 4.5. Kolden Sign, 219 North Willow Street
5. ADMINISTRATIVE REPORTS.
  - 5.1. Commissioner Comments.
  - 5.2. Expiring Term of Commissioners.
  - 5.3. Upcoming Meeting.
    1. Next Regular Meeting, 5:15 p.m., Monday, December 5, 2016.
6. ADJOURNMENT.

There may be a quorum of the Belle Plaine City Council present at the meeting.

**BELLE PLAINE DESIGN COMMITTEE  
REGULAR MEETING  
OCTOBER 3, 2016**

**1. CALL TO ORDER. 1.1. Roll Call.**

The Belle Plaine Design Committee met in Regular Session on Monday, October 3, 2016 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Chair Rick Krant called the meeting to order at 5:15 p.m. with Commissioners Greg Theissen, Laurie Behnke and Pat Krings present. Also present were Community Development Director Cynthia Smith Strack and Council Liaison Cary Coop. Commissioner Kathy Joerg was not present.

**2. APPROVAL OF AGENDA.**

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

**3. APPROVAL OF MINUTES. 3.1. Regular Session Minutes of August 1, 2016.**

MOTION by Commissioner Coop, second by Commissioner Behnke, to approve the Regular Session Minutes of August 1, 2016. ALL VOTED AYE. MOTION CARRIED.

**4. BUSINESS.**

**4.1. Project Update/Discussion Future.**

Community Development Director Smith Strack provided the following updates on projects.

Uplighting Trees Downtown: The City Council voted to postpone installation of uplighting for downtown sidewalk trees this fall in favor of conducting additional research regarding hardwiring lights. Place-making value of the lighting is a prudent and lasting investment.

Highway 25 Entry Sign: Public Works Superintendent Fahey has developed a plan to secure the entry sign adjacent to Highway 25 just south of the river bridge. Work will be done this fall.

Banners Hwy 25 River Bridge: The Chamber of Commerce purchased the banners on the Highway 25 bridge over the Minnesota River. The fact two banners are missing was brought to the attention of the Chamber of Commerce.

2017 Annual Budget: The EDA requested \$25,000 be included in as a capital item in the 2017 City budget for City entry signs in the Hwy 169 corridor. The request was denied.

Regarding the uplighting project, Commissioner Theissen commented the Bluetooth option for controlling the lights may be subject to hacking.

Community Development Director Smith Strack recommended the Commissioners discuss priorities and goals. Krings recommended the following: continue working on the design for an entrance monument(s) and obtain easements along the TH 169 corridor; add beautification to the Design Committee duties; and formulate ideas for the next re-paint of the water tower(s). Chair Krant expressed disappointment with the quality of the entrance monument along TH25/Walnut Street as it does not portray a favorable image of Belle Plaine due to its plastic-like materials. Theissen suggested the utilizing the City's media outlets to seek input from residents for ideas pertaining to beautification or design related. Coop noted that a billboard style sign would allow for continual/updated announcements. He also suggested determining the purpose of an entrance monument, as to whether it is quality, pride or attention-grabbing. He prefers the

startling, fresh concept. Coop explained a selection process that his family utilized to come to a consensus on the paint color for their home.

Community Development Director Smith Strack asked that each Commissioner bring five design concepts to the next meeting for the entrance monuments and water towers.

Community Development Director Smith Strack distributed the Cultural Profile Map for the 2040 Comprehensive Plan that displayed local historic sites identified by the Minnesota State Historic Preservation Office. The map also listed known archeological sites. Commissioners Coop and Theissen were interested in learning more about these sites.

## **5. ADMINISTRATIVE REPORTS.**

### **5.1. Commissioner Comments.**

There were no further Commissioner comments.

### **5.2. Upcoming Meeting.**

#### **1. Next Regular Meeting, 5:15 p.m., Monday, November 7, 2016.**

The Commissioners were reminded of the next meeting as listed.

## **6. ADJOURNMENT.**

MOTION by Krings, second by Theissen, to adjourn at 6:08 p.m. ALL VOTED AYE. MOTION CARRIED.

Respectfully submitted,

Patricia Krings  
Recording Secretary



## MEMORANDUM

DATE: November 7, 2016  
TO: Design Committee Members  
FROM: Cynthia Smith Strack, Community Development Director  
RE: Item 4.1 Discussion – Entry Signs Likes/Dislikes

**REQUEST: Discussion: Entry Signs Likes/Dislikes**

### GENERAL INFORMATION

At our October meeting the Committee, when discussing goals/future projects, noted entry signs have been a point of discussion for several years. The Committee concluded, ultimately, it would prefer to bring an entry sign design/placement project to a successful conclusion. Consensus is the signs should be placed in the Hwy. 169 corridor. Consensus was not reached about what function entry signs should have, how they should look, or where they should be placed.

In order to precisely define a potential project Committee Members were asked to research entry signs and bring three examples of signs which they preferred.

Attached are some examples of entry signs. Other Committee Members are asked to bring sign pictures to the meeting.

Discussion purpose is to establish design preferences as a means of making definitive, incremental progress on defining a specific project.

### REQUEST

No action is required, just dialogue.



## MEMORANDUM

DATE: November 7, 2016  
TO: Design Committee Members  
FROM: Cynthia Smith Strack, Community Development Director  
RE: Item 4.1 Discussion – Water Towers as Community Design Feature

**REQUEST: Discussion: Water Towers as Community Design Features**

### GENERAL INFORMATION

At our October meeting the Committee, when discussing goals/future projects, noted the water towers may eventually need repainting. Committee Members noted the impact water towers have as a community design feature.

Attached are some examples of water towers. Other Committee Members are asked to bring pictures to the meeting.

Discussion is about how to creatively imbue BP with a sense of place.

### REQUEST

No action is required, just dialogue.



## MEMORANDUM

DATE: November 14, 2016

TO: Chairperson Krant, Design Committee Members, and Administrator Votca

FROM: Cynthia Smith Strack, Community Development Director

RE: Item 4.3 Bikeways Awareness

### GENERAL INFORMATION

The Council, EDA, Planning Commission, Park Board, and Design Committee will be meeting in joint session on December 7, 2016. This is our fourth meeting in the *Destination Belle Plaine 2040* Comprehensive Plan update process.

The December 7<sup>th</sup> meeting will focus on all modes of transportation. One discussion will focus on the potential to create connections for bicyclists. In order to have informed discussion you are tasked with being aware of who is biking and where you think they are biking to/from. Since it's not exactly prime time for riding bike you may wish to reflect on where in the past you have seen people biking.

Attached is a map of existing and future trails, we'll plan on reviewing the map at the meeting for background information.

This item is for your information only.