

**BELLE PLAINE DESIGN COMMITTEE
REGULAR MEETING
FEBRUARY 4, 2019**

PLEDGE OF ALLEGIANCE.

President Krant led those present in the Pledge of Allegiance.

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Design Committee conducted its Regular Meeting on Monday, February 4, 2019 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. President Krant called the meeting to order at 5:16 PM with Commissioners Linda Lawler, Benjamin Ogata, Kathy Joerg and Patricia Krings present.

Also present were Council Liaison LeMieux and Community Development Director Smith Strack.

2. OATHS OF OFFICE.

Council Member Renee LeMieux, DC Members Linda Lawler, Patricia Krings, and Benjamin Ogata.

President Krant led Councilmember LeMieux, and Design Committee members Lawler, Krings and Ogata in the Oath of Office.

3. ELECTION OF OFFICERS.

Chair Krant called for nominations for Chair.

MOTION by Commissioner Krings, second by Commissioner Joerg, to nominate Rick Krant as Chair.

Chair Krant called for any other nominations. No nominations were made.

MOTION by Commissioner Krings, second by Commissioner Joerg to close the nominations. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Krings, second by Commissioner Joerg, to nominate Rick Krant as Chair.

Commissioner Krant abstained from the vote. ALL VOTED AYE. MOTION CARRIED.

Chair Krant called for nominations for Vice-Chair.

MOTION by Commissioner Joerg, second by Commissioner Krant, to nominate Patricia Krings as Vice Chair.

Chair Krant called for any other nominations. No nominations were made.

MOTION by Commissioner LeMieux, second by Commissioner Joerg to close nominations. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Joerg, second by Commissioner Krant, to nominate Patricia Krings as Vice

Chair. Commissioner Krings abstained from the vote. ALL VOTED AYE. MOTION CARRIED.

Chair Krant called for nominations for Secretary.

MOTION by Commissioner Krings, second by Commissioner Krant, to nominate Kathy Joerg as Secretary.

Chair Krant called for any other nominations. No nominations were made.

MOTION by Commissioner Krings, second by Commissioner LeMieux, to close the nominations. ALL VOTED AYE. MOTION CARRIED.

MOTION by Commissioner Krings, second by Commissioner Krant, to nominate Kathy Joerg as

Secretary. Commissioner Joerg abstained from the vote. ALL VOTED AYE. MOTION CARRIED.

4. APPROVAL OF AGENDA.

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

5. APPROVAL OF MINUTES. 5.1. Regular Session Minutes of December 3, 2018.

MOTION by Commissioner Krant, second by Commissioner Joerg, to approve the Regular Session Minutes of December 3, 2018. ALL VOTED AYE. MOTION CARRIED.

5.2. Special Session Minutes of December 17, 2018.

MOTION by Commissioner Joerg, second by Commissioner LeMieux, to approve the Special Session Minutes of December 17, 2018. ALL VOTED AYE. MOTION CARRIED.

6. BUSINESS.

6.1. Awning Design Review: Paula Olsen/Jennifer Shinehouse 103 Main St W

Community Development Director Smith Strack explained a request for a Proposed Awning at 103 Main Street West from property owner Shinehouse and Hair Loft Owner Olsen. Smith Strack explained the awning placement would be over the white door only with no signage and be black with large white polka dots. Smith Strack explained the base color is consistent with the color palette employed in downtown, the polka dots would appear to be an untried application in the historic district. Smith Strack explained the Rose Loan policy requires design to review prior to further action.

Commissioner Joerg inquired if the two choices were shown in the application and the size of the polka dots. Hair Loft Owner Olsen explained her preference of the rounded awning and noted the polka dots are based on the size of the awning. Commissioner Krings opined the awning will freshen up the building. Olsen explained the possibility of the awning being lite as well.

MOTION by Commissioner Krings, second by Commissioner LeMieux, to approve Awning Design Review: Paula Olsen/Jennifer Shinehouse at 103 Main Street West. ALL VOTED AYE. MOTION CARRIED.

6.2. Design Committee Roles/Responsibilities

Community Development Director Smith Strack explained with new members joining the Design Committee it is appropriate to review the roles and responsibilities of the committee. Smith Strack noted USB drives were handed out containing a copy of the 2040 Comprehensive Plan and a copy of the Design Manual. Smith Strack provided a presentation on the roles and responsibilities of the design committee. Topics included: Design Committee's Purpose; Documents and Guidelines; Destination 2040; Chapter 204 City Code; Zoning Standards; Design Manual; Language of Design; Bellows/Petit Observations; Harmony; Regionalism; Context; Scale & Mass; Composition; Hierarchy; Color; Detail & Craftsmanship; Simplicity and Design Principles Cheat Sheet.

Commissioner Krant thanked Smith Strack for the detailed overview.

7. ADMINISTRATIVE REPORTS.

7.1. Commissioner Comments.

Commissioner Krings inquired as to a prospective date on the Joint Planning meeting. Community Development Director Smith Strack explained a date in March is expected. Krings inquired if any further review will be needed for the Sidewalk Café standards. Smith Strack explained Sidewalk Café Standards went to City Council Work session and is currently being reviewed by the Planning Commission. Smith Strack noted no further review by the Design Committee is needed. Krings inquired if the Brewery will be adding an awning. Smith Strack explained a façade proposal will come forward at some point as the owner is planning on replacement of the glass windows. Krings inquired on the status of Entrance

Monuments. Smith Strack explained Public Works Superintendent Fahey is working on options as the current design is cost prohibited due to the large scroll. Smith Strack will follow up at the department head meeting and report back in the March meeting. Commissioner Krant welcomed Lawler, Ogata and LeMieux to the Design Committee.

7.2. Upcoming Meetings.

1. Next Regular Meeting, Monday, March 4, 2019 at 5:15PM

Commissioners were reminded of the next meetings.

8. ADJOURNMENT.

MOTION by Commissioner Krings, second by Commissioner Joerg to adjourn the meeting at 6:12 PM.
ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,
Renee Eyrich
Recording Secretary