

**BELLE PLAINE DESIGN COMMITTEE
REGULAR MEETING
SEPTEMBER 8, 2020**

1. CALL TO ORDER. 1.1. Roll Call.

The Belle Plaine Design Committee conducted a Regular Meeting on Tuesday, September 8, 2020 at City Hall, 218 North Meridian Street, Belle Plaine, Minnesota. Vice Chair Linda Lawler called the meeting to order at 5:24 PM with Commissioners Benjamin Ogata, Hope Lawler and Jacky Oldenburg present. Commissioner Rick Krant was not present.

Also present were Councilmember Renee LeMieux and Community Development Director Smith Strack.

2. OATH OF OFFICE

Jacky Oldenburg
Hope Lawler

Vice Chair Lawler administered the Oath of Office to incoming commissioners Jacky Oldenburg and Hope Lalwer.

3. APPROVAL OF AGENDA.

MOTION by Commissioner Ogata, second by Commissioner Oldenburg, to approve the agenda as presented. It was the consensus of the Committee.

4. APPROVAL OF MINUTES.

4.1. Regular Session Minutes of March 2, 2020.

MOTION by Commissioner Ogata, second by Commissioner L. Lawler, to approve the Regular Session Minutes of March 2, 2020. It was the consensus of the Committee.

5. BUSINESS.

5.1. Signage: 116 West Main Street – Oldenburg Brewery

Community Development Director Smith Strack explained Colt Oldenburg of Oldenburg Brewery is proposing a 3 foot by 4 foot projecting sign at 116 Main Street West. Smith Strack explained proposed illustrations were included in the packet for review. Smith Strack noted the Design Manual standards and zoning apply including review by the Design Committee. Smith Strack explained projecting signs must be no greater than 12 square feet and have a maximum width of three feet and cannot extend beyond the first floor of the building. Smith Strack noted the design manual also specifies no less than 10 feet of clearance shall be provided between the sidewalk elevation and the lowest point of the projecting sign. Smith Strack explained the applicant mostly meets guidelines and noted the manual allows for flexibility. Smith Strack requested discussion and action on the proposed sign.

Commissioner H. Lawler inquired if the four windows above have awnings. Applicant Cold Oldenburg confirmed awnings are above all the windows. Community Development Director Smith Strack inquired if the sign will be lite. Oldenburg confirmed the sign would be lite. Commissioner Ogata inquired how much space would be between the upper awnings and the lower awning. Oldenburg explained he did not have those dimensions with him however; the bottom of the sign will be approximately 16 feet above the sidewalk. Colt estimates the open space is between 6 and 7 feet between the bottom awning and the window.

MOTION by Commissioner Ogata, second by Commissioner H. Lawler, to recommend approval of the signage. ALL VOTED AYE. MOTION CARRIED.

6. ADMINISTRATIVE REPORTS.

6.1. Commissioner Comments.

No comments were made.

6.2. Upcoming Meetings.

1. Next Regular Meeting: As Needed.

Commissioners were reminded of the next meeting if required.

7. ADJOURNMENT.

MOTION by Commissioner Oldenburg, second by Commissioner H. Lawler, to adjourn the meeting at 5:37 PM. ALL VOTED AYE. MOTION CARRIED.

Respectfully Submitted,

Renee Eyrich
Recording Secretary