



Minot Renaissance Zone Review Board Meeting

Thursday, September 28, 2023, at 8:30 AM

Finance Conference Room, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. CALL TO ORDER/ROLL CALL
2. ADOPT MEETING MINUTES FOR AUGUST 23, 2023

Documents:

[RZ MEETING MINUTES 8-24-23.PDF](#)

3. RENAISSANCE ZONE APPLICATIONS: NONE
4. FACADE PROGRAM APPLICATIONS: NONE
5. OTHER BUSINESS

Discussion by board members regarding handicapped access for Facade Program recipients.

- **Require automatic openers at a cost of about \$5000 (per door, certain doors). Funds would come out of current awards.**
- **Ask the council to allow \$5,000 (or less) extra (forgivable loan) per door. This could allow previous applicants to make the change.**
- **Don't require but add voluntary incentive.**
- **Add no requirements.**

Documents:

[LETTER.PDF](#)

6. NEXT SCHEDULED MEETING
Thursday, October 26, 2023, Finance Conference Room, City Hall
7. ADJOURNMENT

Renaissance Zone Board Meeting
Meeting Minutes for August 24, 2023 at
8:30am City Hall Finance Conference Room
Minot, ND

Members Present: Pete Hugret (Chair), Pat Bailey (Vice-Chair), Jason Bentley, Mark Lyman, Christine Staley, Rachelle Sian
Members Absent: Michael King, Justin Anderson, Jen Cook, Betty Fedorchak
Others Present: Jonathan Rosenthal (Economic Development Administrator) and Mikayla McWilliams (City Clerk)
Guests: Alderman Paul Pitner (Liaison), Kristin Boen (Applicant)

Call to Order.

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

Adopt Meeting Minutes.

Motion by Bailey to adopt the minutes of the July 27, 2023 meeting. Second by Staley. Passed by the following vote: ayes: all, nays: none. **Motion Passes.**

Façade Program Applications

o **FI-10 by Kristen Boen for 117 Central Ave W**

Mr. Rosenthal discussed with the board how the walk-through had been completed and the applicant is able to receive the maximum amount of \$180,000 due to the width of the building. Hight Construction was the low bid for the project and came in at \$363,980.00. The design and construction of the building will include the replacement of windows, the repair and restoration of the prism windows, the restoration to the original 1925 era, the replacement/fixing of the glazed issues, and the removal/replacement of the air conditioning units. There was discussion about the new brick needed to restore the facade where air conditioning units were cut in below the windows. The brick will be a complementary color to the existing brick and Kristin Boen will supply a new drawing to include the soldier pattern for the new brick portion. Based on a recommendation from the State Historic Preservation Office, Mr. Rosenthal recommends not removing existing historic bricks to do the soldier brick pattern along the street side of the building. The applicant wants the building to have a consistent design. Mr. Rosenthal recommended approval to the City Council in the amount of \$180,000.00.

Motion by Lyman to approve the request. Second by Bentley. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

Other Activity

FI-9 by John and Irene Pitner at 111 Main Street S

This was a design change to the windows was deemed necessary after demolition. This is only a change to design and will not require any more monetary commitment at this time because they have already reached the maximum. The window plan was small and additional windows need to be added. Mr. Rosenthal recommended the board approve the design changes.

Motion by Bailey to approve the request. Second by Staley. Motion carried by the following vote: ayes: all, nays: none. **Motion Passes.**

Next Scheduled Meeting

Thursday, September 28, 2023, in the new City Hall Finance Conference Room, 10 3rd Ave SW.

Christine Staley asked Mr. Rosenthal about the current budget for projects. Mr. Rosenthal discussed how he feels that currently there is enough in the budget to complete two more projects. The proposed 2024 budget has approximately \$400,000.00 budgeted for the façade program.

He would like to have discussions in the future about subsidizing any upper-floor renovations to downtown buildings. There would need to be discussions with the banks/lenders, the Bank of ND, and the City of Minot.

Adjournment

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

The meeting was adjourned at 9:04 am.

Minutes prepared by: Mikayla McWilliams, City Clerk



-----Original Email Message-----

From: Billi Gunderson
Sent: Thursday, September 7, 2023 9:26 AM
To: Jonathan Rosenthal <jonathan.rosenthal@minotnd.gov>
Subject: Downtown Facade Improvement Program

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Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Johnathan,

Good morning. My name is Billi Gunderson we met at the Public Input Meeting August 10th. I was in a wheelchair. We discussed downtown concerns after the meeting. You escorted me out with a platter of sweets.

I was reviewing the Facade Program. I am aware that Margie from Margie's on Mainstreet utilized the Facade Program for her business. Margie's does not have an ADA push button. There are 2 new businesses under construction, where Esoterica was and where Anderson's Bootery was. Will these businesses have ADA push buttons? I am concerned why if this is considered a component of facade improvements why it is not done. Are the businesses being encouraged to add the ADA push buttons? How does this become a part of the improvement?

Though, not a part of the Facade Program, but important to new development, will the new businesses have bathrooms that are ADA compliant? There is (*only*) one bathroom downtown that is ADA-compliant at the Deli Building where the Gourmet Chef is located. Most people are not aware of it. Getting in the outside door is very difficult without help.

It is both enjoyable and encouraging when there is growth. However, when there is a need for accessibility getting in and out of a building or needing to use the restroom and not having access to one, most people won't go, and (*if they*) do not address the issue. In the same way that snow removal is an issue. People just won't come downtown to do business. A conversation we shared, that you and I agree on.

Kindest Regards,
Billi Gunderson