



**North Loop Neighborhood Association
Board Meeting Notes
March 29, 2017
7:00 P.M.**

Heritage Landing Community Room, 415 1st Street North

Attendees: Tim Bildsoe, Diane Merrifield, Andy Risvold, Phil Ailiff, Scott Woller, and Jeff Borg, Fred Dawe, Fritz Kroll, Francesco Parisi, Mark Huting

- I. March Board Meeting called to order at 7:04 P.M.; those in attendance introduced themselves by stating their names and building of residence or business or employment in the neighborhood.
- II. **Motion is made by Diane, seconded by Fritz, and approved by the Board to approve the Board meeting agenda.**
- III. **Motion is made by Tim, seconded by Diane, and approved by the Board to amend and approve the minutes from the February meeting.**
 - a. The minutes were amended to reflect the following:

IX. a. "A motion is made by Fritz, seconded by Mark, and approved by the Board to nominate Tim for President, Diane for Vice President, and Fred for Treasurer."
- IV. NLNA Priorities – Tim Blidsoe
 - a. This topic has been moved to later in the agenda.
- V. Neighborhood Engagement – North Loop Neighbors
 - a. In former meetings, these sessions would occur later in the agenda; now they are being moved up, so that if elected officials are present, they will be able to hear the comments of the neighborhood.
 - b. Steve Fletcher is running for 3rd Ward City Council. He wants to remind everyone that caucuses are this upcoming Tuesday and that they are important, especially this year. The North Loop understands the importance of density, green space, and transit, which are some of his priority issues. Visit www.stevefletcher.org for more information.

VI. Council Member Engagement – Jacob Frey and Blong Yang

- a. Councilmember Frey cannot attend; Councilmember Yang has not responded yet.

VII. Finance Report – Tim Bildsoe

- a. Tim sent out an e-mail with balances; tomorrow he will have a 2016 report, as well as one for the first quarter of 2017. A few questions that the accountant had are being finalized this week. There has not been much activity since the annual meeting.
- b. The first advanced for the CPP for \$8,000 has been received. Tim also requested \$14,000 in CPP from last year to be reimbursed; these funds should be received within a month.

VIII. Secretary Report – Jeff Borg

- a. Jeff mentions that as stated in the by-laws, the meeting minutes should be sent to the secretary before other members.
- b. He has been entering the names of attendees from the annual meeting and will include people from today. Scott will follow-up with the system's login information.

IX. Committee Reports

a. Planning & Zoning – Fred Dawe and Francesco Parisi

- i. The process will be changing a bit: developers are now required to come back to the Board meeting, with a shorter presentation. It's a good idea to give everyone the information and now able to address questions that may have arisen at P&Z meeting and the week before the Board meeting. Hopefully this new process will engender sound decision making and more community engagement. Francesco notes that at the P&Z committee meeting last week, there wasn't a formal meeting, so it couldn't vote.
- ii. One Thousand North 3rd Street – Schaefer Richardson
 - 1. Schaefer Richardson, which has been in business for 20 years, has a significant presence in the North Loop, having developed 11 and currently managing 8 properties in the neighborhood.
 - 2. For the exterior, SR is exploring brick or a more modern expression of brick that will be complementary in design to the proposed parking ramp. The current building is 24,000 square feet; SR will be adding 3 additional stories for a total of 60,000 square feet. The circulation, elevator, and restrooms components will be new construction. SR plans to remove the stucco, incorporate additional glass, and have a metal panel façade on the top floors. SR also plans to clean up the existing parking, which has 28 stalls.
 - 3. The intent of the landscaping plan is to incorporate planters and trees. The plan is not yet developed sufficiently to determine if irrigation will be a component; Mark suggests inclusion of a system.
 - 4. I-2 office allowed; a variance is required for heights above 68 feet; one is also required for having fewer than two large loading docks for buildings over 50,000 square feet (one smaller dock is proposed here).
 - 5. A backlit 3D metal sign is proposed for the building. The square footage of the sign is allowable, but the proposed mounted height would require a

variance. The signs are usually restricted to 28 feet above grade and this would be placed higher than that on the elevator tower.

6. Scott asks if SR has talked to neighboring buildings' HOAs. SR has discussed it with 901, which is supportive of the project, but had a few concerns about the horizon and sunset. Basset Creek HOA didn't want to meet with SR.
- iii. 1001 North 3rd Street – Schafer Richardson
1. The plans are to develop a 6-story parking ramp, approximately 68 feet high, that can accommodate up to 350 stalls. The first floor will have a commercial 4,800 square foot liner along the street. Guest parking will be available, but most of the stalls will be contract parking for the Zuccaro development and Basset Creek Business Center. Parking will be available to NL residents at night.
 2. The exterior will have screening, perforated metal panel, and an anodized aluminum finish, which will be turned in different positions for basket weave and lighting effects to create visual interest. The back façade may be different, as it needs to have a 3-hour rating along the property line. It will have architectural interest, but won't be same perforated panel system, likely precast panels. If it is able to remain open, there is no need to mechanically ventilate, which is a more sustainable option.
 3. Because of space constraints, trees along 10th are unlikely, but hopefully SR can fit planters there instead. There are trees planned for 3rd.
 4. A conditional use permit is requested for having a principal parking structure, as well as for the height of structure at 68 feet (elevator tower might be a little bit taller).
 5. A one-year construction period is set to begin in September. SR submitted to the Committee of the Whole this week and will submit its land use application by the middle of May; Planning Commission meeting is set for June 12 for parking ramp. A letter of support is requested in the next few weeks.
 6. **A motion to approve the requests for conditional use permit for a principal parking structure, a variance for its height, and to provide a letter of support is made by Fritz, seconded by Mark, and approved by the Board, with the stipulation that SR reach out to the nearby school to inform them of the development plans.**
- iv. 700 North 5th Street – Schafer Richardson
1. Last week the concept included a two-story office/warehouse development; now that structural testing has been completed, the concept has been refined to a single-story space, which can be used for creative office space, brewery, restaurant, etc. Instead of redeveloping the second story, SR will be taking it down. It was constructed in 1910, but is not on the register and is not a contributing building according to the historic consultant. Construction on the adjacent property impacted the structural integrity of this building.
 2. There will be no official approvals sought because no variance or conditional use permits are being pursued for this development.
 3. Mark suggests that this development presents a great opportunity to work with the City to develop the thin parcel along property line into communal green space.
 4. There will be storefront facing south and west. The building will have large transom windows and canopy shades, red brick, and corrugated

- metal. The foundation will be slab on grade, so not many structural issues are expected. There will be no underground parking.
5. Work will be starting in May or June and will last 4-6 months. Tenant improvements will begin as soon as leases are signed. There is a potential for multifamily residential space there or maybe office space – however, there is a lot of office currently planned in the area.
 6. **A motion to approve the proposed demolition, conditional on the Historic Preservation Commission’s approval, is made by Jeff, seconded by Fritz, and approved by the Board.**
 7. The Board voices some concern about the adjacent empty lot; more direction can be given once information is determined.
- v. 129 Plymouth Avenue – Lupe Development
1. The approvals for a previously conceived development have expired. Initially it was planned for retail and parking; however, those uses are not resonating with the site. Now, the development is planned to be a 10,000 square feet medical office building. Lupe recognizes the site as a gateway to the North Loop and has designed the exterior to be complementary to that of the building across the street; the design fits in with neighborhood aesthetic in that area.
 2. An application is being made to MPCA and DEED for a cleanup grant for \$500,000; support for the update to the previous letter submitted in 2013 is requested.
 3. Lupe would like to be in the ground this July and is anticipating a low-impact, 4-month construction period that will have no major excavation required and a simple slab on grade foundation. It is not going for land use approvals until tenants are finalized.
 4. The parking lot, now pushed behind the building away from the street, will have 44 spaces and will incorporate bike parking racks, at the request of the Board. Charging stations for electric vehicles are not likely to be included.
 5. Jeff asks just how complementary the design is to buildings throughout the neighborhood. Francesco suggests that more a vertical rhythm with industrial metal would fit better – perhaps they could add a full or partial second floor, as the Board has been quite reluctant to deviate from zoning issues regarding minimum and maximum heights on previous projects and the zoning code requires at least two stories here. He also notes that any buildings that have been demolished have been one story; density is favored. Additionally, stucco is not used in the neighborhood, so it is questionable as to why it is being proposed here.
 6. Lupe responds that this is quite a challenging site, as it is next to a rail spur and that it doesn’t currently have the traction for a development with additional height and density. Mark emphasizes the importance of bringing a good tenant to the neighborhood and not just building at higher densities.
 7. **A motion to provide a letter of support for DEED grant application is made by Scott, seconded by Diane, and approved by the Board. Lupe will send the previous letter to ensure the correct wording is contained in the new version.**
- vi. 620 Olson Memorial Highway – Jeff Laux
1. There are two leases signed: one with Pro Deo Academy, a kindergarten through 8th grade charter school relocating from Columbia Heights, which

has a largely black student body; the other with Metro Academy, a 5th through 12th grade charter school relocating from 26th Street and 26th Avenue in Minneapolis, which has a largely Somalian student body. The two schools are expected to enroll approximately 750 students (at peak enrollment).

2. The interior of the building has been demoed, asbestos in the glass block windows and throughout the building has been mitigated, the roof membrane has been completely replaced, a single elevation concrete slab floor has been poured and leveled, and an active vapor mitigation system has been installed. The building will follow the most current and stringent energy codes.
3. The Board asks how the schools plan to keep the building alive at night. Jeff suggests keeping one light on in each classroom around the building's perimeter, which would be good for both safety and aesthetics. There will also be significant exterior lighting on the building.
4. The property is zoned I-2, which does not permit schools. Even though it is being rezoned to C3A, a conditional use permit (required throughout City) in any zoning category is required for a school use. It is also in the downtown parking overlay district, so a conditional use permit to reuse existing stalls is also needed. A variance to the minimum number of bike spaces is also requested. The requirement is 180, but given the location and use, the school is providing 40.
5. Jeff is also more than happy to bring students to the Board meeting to discuss the non-ADA compliant sidewalks around the property.
6. He also believes that the schools will encourage community use of the space. The school is a great platform for diversity, which is very much in need in the North Loop.
7. **A motion to support the conditional use permits for school use and parking in the Downtown Parking Overlay District and variance for bike parking is made by Francesco, seconded by Diane, and approved the Board.** A request is made that the support letter is fast-tracked for next week.

b. Community Engagement – Scott Woller

i. The new committee has not yet met.

ii. Signs

1. There is a new plan for how to hang existing signs, which is much less expensive and also very secure.
2. An inventory of how many signs are needed will be taken for next month; the current count is that, from Hennepin to 10th, 65 are needed.
3. The new signs will be aluminum and PVC; a proof of the artwork will be circulated to the group before an order is placed. The revised design, correct sizing, and cost will be finalized at the next meeting. The Board can also seek a bid from Jerrit Bromley's printing company.

iii. Bike Repair Station

1. The plan is to install a bike fixit station – an approved expenditure of NRP funds – at the North Loop playground and another potentially along the Cedar Lake Trail. In the next 30 days, the Park Board would give its approval. There is no action currently required, it is just important to remember that the earlier the request for NPR funds, the better.

2. **A motion is made to approve the expenditure of allocated NRP money for this station and to begin the disbursement process (the locations of the potential two units to be determined at a later date) is made by Scott, seconded by Francesco, and approved by the Board.**
3. Phil suggests collaborating with the Bicycle Advisory Committee.
- iv. Earth Day – Saturday, April 22, 10:00 A.M.
 1. The goal is to have 200 people clean for one hour.
 2. Information about events that day will be posted to the website; each individual is to e-mail his own party information to Diane so that she can keep track of participation.
- v. Candy Grab – Saturday, April 15, 10:00 A.M.
 1. This event is used intentionally to engage the community, especially families, and to ask for their feedback on issues like the new North Loop park.
 2. Corner Coffee is donating \$1,000; donations from other groups are being sought as well for candy and promotion. About \$2,300 is spent on candy alone.
 3. The event qualifies as community engagement, and thus, CPP funds can be used; however, there needs to be Board member participation. Tim suggests asking the charter schools to donate and participate in the event.
 4. **A motion is made to use \$1,000 of CPP funds for community engagement activities at the Candy Grab by Fritz, seconded by Diane, and passed by the Board.**
 5. Scott proposes up to a \$500 investment in a popup table with banner for use at NLNA events. Fred suggests that an actual motion may not be needed. CPP money provides for \$250 in supplies and materials. **A motion is made by Tim, seconded by Diane, and approved by the Board to spend up to \$500 on a popup table setup.** Scott will investigate options.
- c. North Loop Website – Diane Merrifield
 - i. Diane has sent out the monthly report. She will post the committee list.
- d. Neighborhood Revitalization Program – Fred Dawe
 - i. This issue is tabled to next meeting.
- e. North Loop Businesses – Andy Risvold
 - i. There is no update.
- f. Parks and Beautification – Fritz Kroll and Mark Huting
 - i. A summary will be sent out to the group.
- g. Neighborhood Safety – Phil Ailiff
 - i. Phil passes out the 2017 safety and livability goals and will e-mail them as well.
 - ii. Theft from motor vehicles is down, as significant arrest has been made recently.
 - iii. The next PAC meeting is Wednesday, April 5 from 4:00 to 6:00 P.M. in City Hall, Room 333. All people are welcome.
 - iv. The next Block Club meeting is April 14, 6:00 P.M. at Dunn Brothers.
 - v. The Board is to provide a letter of recommendation for Phil to Jacob Frey endorsing his appointment to the PAC.
- h. Infrastructure – Tim Blidsoe
 - i. Improvements to 5th, 8th, 7th, and 3rd street are currently included in the CIP, but they are trying to determine what exactly constitutes an improvement (full paving, new pavers, etc.?).

- ii. Attempts are being made to move the improvement to 3rd Street and the surrounding area up in queue so that they happen before 2019. The same goes for the Washington Avenue and I-394 area.
- iii. Progress is being made for improvements at the intersection at 8th, though the County said a light is not warranted.

X. Unfinished Business

- a. Committee membership: It was decided to keep a committee of 15 members, so as to be able to accommodate nearly all people who wanted to serve. All committee members from last year will be able to continue to serve. Term expiration dates follow each member in parentheses and all expire in the month of February.
 - i. Fred Dawe (2020), Jeff Borg (2020), and Mark Huting (2020) are the new Board members serving on the P&Z committee. Francesco Parisi, Mark Hill, Alice Eichholz, Jo Vos, and Neil Reardon (all 2019) are prior committee members who will continue to serve. Jerrit Bromley (2019) and Zachery Schaaf (2019), who ran for the Board, but weren't elected, will also be on the committee. Linda Perlman, Jackie Peacha, and Aiyana Ruggiero (all 2020) are new committee members. Andy Risvold and Ryan Goetzman are removed from the list, so Joe McErlane will remain as a reserve) and Erik Mahn (2020) and Kris Lang (2020) will join the committee. A second architect has become a committee member.
 - ii. There is some dispute over the role of P&Z in the approval process. The Board doesn't always have time to review everything; it relies on the committee's review and the summary made by the committee chair to the Board. Maybe after developers make a full presentation to the committee, they can appear again before the Board, in a time-limited capacity, to answer any questions.
- b. **A motion to appoint Fred as the interim co-chair is made by Francesco, seconded by Jeff, and approved by the Board.**

XI. New Business

- a. Open Streets – Alex
 - i. Alex wants to know what the NLNA would like to see at this year's event, which is being held on Sunday, June 11, from 11:00 to 5:00. Open Streets can be a great tool for engagement, connecting with other groups and businesses, raising awareness, working with government staff, etc.
 - ii. Fritz mentions that the events west of the bridge weren't that great and asks if there is a way that they could be improved. He suggests trying to have more businesses participate; more businesses would likely want to be involved, but didn't know about it last year.
 - iii. Alex iterates that newer events have some difficulty gaining momentum, while the more established events are more successful. They require more than funding – in fact, that's why he is here: to emphasize the importance of connections with business owners and to try to establish those.
 - iv. Route is already approved. The organization wanted more of Washington Avenue, but it is very difficult to coordinate with construction and maintaining access for local traffic.
 - v. Tim suggests that the NLNA should leverage its participation as much as possible; the Board plans to table any financial commitment until April and in the meantime help to get businesses involved.
 - vi. Tim to reach out to Kristy at DNA to partner on supporting the event.

- b. Farmers Market Advisory Group Update
 - i. Mark agrees to volunteer with the advisory group.
- c. 2020 Partners
 - i. Diane and Tim attended; Tim is on the 2020 steering committee. 2020 provides the NLNA visibility and access to many large organizations; participation can bring good opportunities for fundraising and activity promotion.
- d. DNG Update
 - i. Requires a volunteer to participate, with the caveat that it is a lot of work. Tim will figure out what needs to be done and what doesn't and get back to the Board with more information.
- e. Washington Avenue Cleanup – April 22, 2017 at 10:00
 - i. Groups will be meeting in numerous locations. Refer to the website for more details.

XII. Adjourned at 9:37 P.M.