

MANDAN ARCHITECTURAL REVIEW COMMISSION MINUTES

January 7, 2014

The meeting was called to order at 1:00 p.m.

ROLL CALL: Robert (Bob) Vayda/President, Leonard Bullinger, Kim Fetting/City Engineering & Planning, Doug Lalim/Building Inspections, Paul Breiner, Miles Mehlhoff, Steve Nardello/Fire Chief, Steph Smith,

MEMBERS ABSENT: Jason Krebsbach

GUEST: Ellen Huber

We welcome our two new members; Miles Mehlhoff and Paul Breiner, to our quorum.

FIRST ORDER OF BUSINESS:

1. Proposal by Indigo Signworks to install a temporary site sign for BNC Bank at Sunset Bluffs located at 2711 Sunset Dr. NW. The time period for this temporary sign is around 4-6 months roughly depending on construction. The size of the sign is 6' x 8'.

Leonard motioned to approve this temporary sign.

Steph seconded.

Upon roll call vote, motioned passed unanimously.

2. Preview of a Storefront Improvement plan by Andra Miller for 106 11th Ave. NE. Andra stated the home was built back in 1931. It has been a residential home for 50 some years. It is zoned CB. They added on a garage where that flat roof is and that is just right on the property line. She wants to take that flat roof above the garage and put trusses on it and add a roof because they want to open it up a little bit and the trusses are sagging. There has obviously been some water that has leaked in. Her plan is to take that and turn it into her offices; she has two businesses in Bismarck that they run out of their current space, which is so small, and they want to move over to Mandan. Andra stated she wants to dress it up and make it a nice office area, something they are proud of and they can bring their clients in and guests. She stated she did meet with Indigo Signworks, but they don't have anything for her yet as they have been out during Christmas season, so she doesn't have a bid on the awnings or signage. She had her draftsman just kind of place it in the design on where they plan to place the awnings and the sign out front. She wants to do a parking pad on the south side of the house, which runs into the alley, that is actually going to come out by the front of the window, probably a 20' x 40' space so they can have some off-street parking. That will be concrete. There will be some landscaping around the front of the building but doesn't have the plans drawn up on that yet. Kim asked if she had given it any thought about doing some parking with all the space behind the structure rather than on the side. Andra stated that may be used for something later. Kim mentioned she may want to visit them in the Engineering office to make sure she has enough space for backing into an alley to actually park there and

to ensure distance for safety. Leonard asked if it would be steel siding. Andra said it would be lap siding probably 8" on the sides and maintenance-free. The colors she will be using are what are shown on the drawing. The window framing will be black, the front will be board batten running up and down, which will be red, and then gray around the rest of it. Bob asked Doug about the awning policy. Doug stated nothing has changed in the policy, but this type of awning is a shed type, so it is in the ordinance and is the correct type.

Ellen is here to find out if there is anything we are requiring that will affect the cost of the project, as it is going in front of the City Commission this evening.

Doug mentioned that the parking pad would have to have a sidewalk to wherever the entrance for handicap accessibility and they talked in another meeting about the firewall and the property line. Leonard asked which door is going to be for the handicap. Andra stated she has it on the north right now but she has to visit with the Building Official and see what the requirement will be. Doug stated the automatic door doesn't have to be her handicap accessible entrance, she could have a ramp and 3° door in the back, which would be the handicap accessibility and the automatic door up front. Andra stated she wanted a door on the north wing and if she cut a hole in there she might as well just put it there. She can change anything to whatever it takes to be conforming. Doug asked how many steps up from that area to the main area. Andra stated two, but the door is too short so a person would have to bend down to get in that area so right now there are two but could possibly change. Doug asked if she could build the floor up in that area to be even with the floor in the other area. Andra stated she could but then she would not be able to have a vault in that room, as she will be adding trusses on so she can open that ceiling up in there. Doug stated he was just mentioning that because she could have her ramp going up there. Andra said she hadn't thought of that but that could be an option. Leonard asked if this was just preliminary then or supposed to be the final. Ellen stated this is preliminary from her perspective unless Andra has submitted what is needed for a final. Ellen stated that for the storefront improvement program a preliminary review is required for a storefront application.

Leonard motioned to approve the preliminary plan providing there is a sidewalk for the handicap accessible and for the parking and to make sure you have the distance you need from the parking if you are going to go from the south side of the building into the alley that you have enough and if not she would need to change it to the east side of the alley to the other side and that she try to get some landscaping in there that will help with the look. When she is ready for the signs she will have to come before us for that.

Steph seconded.

Upon roll call vote, motioned passed unanimously.

NEW BUSINESS: Doug mentioned that the Building Inspections and Assessing Office is going to have a little change. Rachel will be focusing more on the assessing side of the department and that Carolyn will be doing more of the MARC meetings. Doug wanted to thank Rachel for all the work that she has done for this committee.

MINUTES: Approval of August 13, 2013 & December 17, 2013 meeting minutes.

Kim motioned to approve both of the minutes.

Leonard seconded.

Upon roll call vote, the motion passes unanimously.

Election of Officers for President and Vice President of MARC.

A nomination by Leonard to nominate Steph as President.

Steve seconded.

Steph accepted nomination for President.

All those in favor say "Aye", all those opposed, say "no". The "Aye's" have it, motion passed.

Kim made a motion to nominate Miles Mehlhoff for Vice President.

Leonard seconded.

Miles accepted nomination for Vice President.

All those in favor say "Aye", all those opposed, say "no". The "Aye's" have it, motion passed.

There being no further business, the meeting was adjourned at 1:20 p.m.

Approved by:

Date

Transcribed by:

Rachel Hastings/Admin. Assistant