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Capitol Area Architectural and Planning Board

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<https://mn.gov/caapb/>

AT A GLANCE

- The Board is responsible for zoning jurisdiction, design review, and planning authority in a 60-block area around the Capitol Building.
- Two full-time, one part-time staff, and three professional advisors serve the Board.
- The Board consists of 12 members appointed as follows: four by the Governor, three by the Mayor of St. Paul, two Representatives by the Speaker of the House, two Senators by the President of the Senate, and the Lieutenant Governor as Board Chair. The Board meets five to six times a year.

PURPOSE

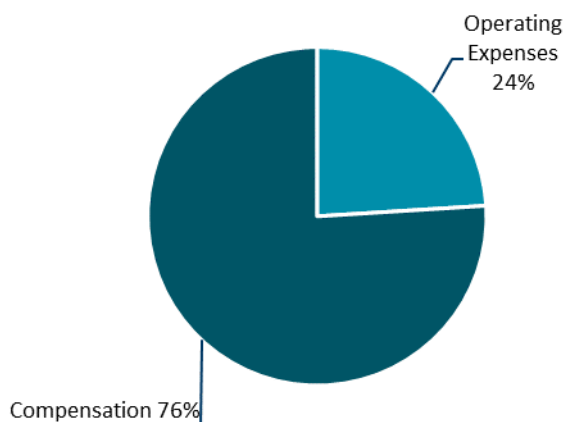
The Capitol Area Architectural and Planning Board (CAAPB) is a small state agency with responsibilities unique to the state. Its mission is:

- To preserve and enhance the architectural integrity of the Capitol Building and area.
- To improve and protect open areas for public enjoyment.
- To develop accessible approaches to the Capitol Area for pedestrians, roadways, and mass transit.
- To establish a framework for growth in keeping with the original Cass Gilbert design.

The Board's framework of operations is a comprehensive plan and codified zoning and design rules, developed with input from stakeholders, approved by the Board, and implemented by staff. The Board coordinates its responsibilities with other state agencies, the City of Saint Paul, Ramsey County, Capitol Region Watershed District, neighborhood planning bodies, commercial and residential property owners, developers, and other private sector professionals.

BUDGET

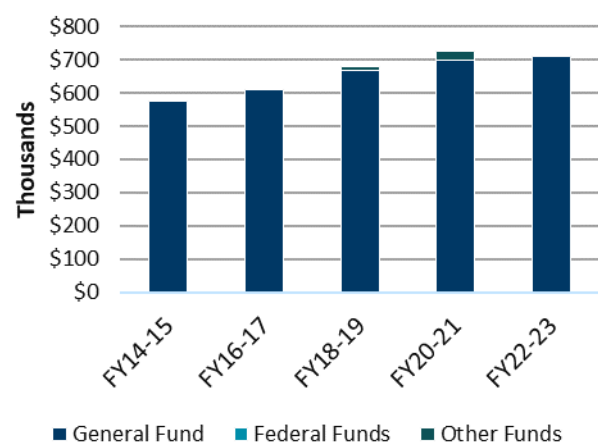
**Spending by Category
FY 2023 Actual**



The CAAPB's operations are funded predominantly through the general fund.

Source: Budget Planning & Analysis System (BPAS)

Historical Spending



FY18-19 (and FY20-21) reflects costs of developing the new 2040 Comprehensive Plan in house.

Source: Consolidated Fund Statement

STRATEGIES

Regulation:

- MN Statute 15B. Capitol Area Planning and Preservation identifies CAAPB's regulatory responsibilities.
- Chapter 15B.03 Subd.6 grants CAAPB general rulemaking authority to adopt rules based on policy guidance in the Comprehensive Plan for the Minnesota State Capitol Area (updated in 2021).
- MN Rules Ch. 2400 govern Zoning and Design for the MN State Capitol Area (updated in 2012).
- Under MN Rules Ch. 2400, the CAAPB acts on requests for zoning permits or design review approvals for projects within the Capitol Area, within 60 days of receiving a complete application.
- A Saint Paul building permit for projects in the Capitol Area is issued only after the CAAPB has approved a zoning permit. A Certificate of Design Compliance may be required if changes occur during City review.

Development and Planning:

- Provide project-specific guidelines for Capitol Area work and encourage post construction analysis.
- Oversee a development framework and maintenance standards for the Capitol mall and its memorials.
- Conduct open and timely competitions for the design of state buildings and memorials in the Capitol Area.
- Provide open consultation with other state agencies and the City of Saint Paul.
- Initiate funding requests and promote design integrity and restoration – of the Capitol Building and other State buildings in the Capitol Area – in cooperation with the Department of Administration and the Historical Society (MNHS).

Policy:

- The 2040 Comprehensive Plan for the Minnesota State Capitol Area, updated in 2021, identifies principles, objectives, and strategies to guide all CAAPB work and rules under MN Rules Ch. 2400.

RESULTS

The Board has achieved the following measurable outcomes and successes over the past two years:

- Worked closely with Seritage and new ownership team (Digital Synergy/AABRN), its consultants, the public, and other public and private stakeholders on redevelopment planning for the former Sears site.
- Approved land use and zoning permits for a new mental health facility on the former Bethesda site. This followed a year of close collaboration on planning and design with property owner Fairview Health, future tenant Acadia Healthcare, community members and stakeholders, and other public agencies.
- Completed robust process under two task forces to examine, solicit public input on, and update MN Rule Ch. 2400.2703 governing commemorative works in the MN Capitol Area. Completed rulemaking process with two public comment periods, a public hearing, multiple reviews by MN Revisor's Office and Office of Administrative Hearings, discussion at multiple Board meetings.
- Completed, in collaboration with Capitol Region Watershed District, Capitol Area Stormwater Management Study.
- B Line BRT station (John Ireland)
- Led or collaborated on major district planning initiatives, including:
 - Led: Capitol Mall Design Framework – Statewide engagement and outreach
 - Led design: Phase 1 of Capitol Mall Design Framework
 - Led implementation initiative: Phase 1 of Capitol Mall Design Framework
 - Led: Cultural Landscape Report for the Minnesota State Capitol Mall for the Historic District (nominated district)
 - Led: Capitol Area Community Vitality Task Force
 - Steering Team: Downtown Commons Study with MNDOT
 - Steering Team: Rice Street redesign and economic vitality planning
 - COMPLETION: Lower Rice Street Building Upgrade fund
 - Led: Capitol Area Stormwater Management Study (Capitol Region Watershed District)
 - Steering Team: Design for rebuild of John Ireland Bridge (MNDOT)

- Participated in regional, multi-agency initiatives, including:
 - Rethinking I-94
 - Purple Line BRT (2 stations in Capitol area)
 - G Line BRT (4 stations in Capitol area)
- Fall of 2022: Saint Paul City School opened on a vacant lot on University and Marion with CAAPB support through community engagement, design review, permitting and dozens of design team meetings.
- Reviewed design of Capitol building and campus projects, (joint decision making with MNHS on alterations to MN Capitol building; and sole decision making on any changes to the Capitol campus open space, landscaping and structures). Detailed design review of campus construction plans.
- Continued hybrid work model and virtual operations, with a mix of teleworking and office days, and virtual meetings of the Board, the general public, zoning and rule hearings, client meetings, and most interagency communications. Transition back to a mix of in-person and online operations is underway.
- Transitioned smoothly to a new Executive Secretary, PT staff, and onboarded four Board members. Onboarded three staff and one Architectural Advisor.
- Surveyed visitors to the Capitol Mall regarding their visitor experience.

| Measure Name | Measure Type | Measure Data Source | Historical Trend | Most Recent Data |
|--|--|--|--|---|
| Reviews and Regulation: project design reviews and administration of Rules for Zoning and Design: Respond to development and Rules inquiries, provided interpretations and zoning and design analysis and guidance, and zoning permitting. Collaboration with regulatory partners such as City of Saint Paul and Capitol Region Watershed District. Ongoing consultation with CAAPB appointed Advisory Committee | Quantity and Quality | Collected via phone and email counts as well as permits issued and collaborative meetings. | This measure is relatively stable each year. CAAPB provides regulatory service throughout its District on these items. | (Approx: 100 inquiries, 15 assists, 10 zoning, & 12 sign permits) |
| Board meetings and hearings: Held hybrid including Livestream (on Youtube.com). Meetings ran efficiently and clearly for all participants. Enabled Board member and stakeholder participation from all over Minnesota. | Quantity and Quality | Board meetings and hearings counted. | This measure is relatively stable and depends on when the Board needs to provide a decision. | 9 meetings |
| Design / Update of Artworks: Lead artwork committees on design solicitation and selection On Nellie Stone Johnson (first woman memorialized in the Minnesota State Capitol). Celebrated unveiling of Minnesota Medal of Honor memorial. Assisted Admin. Dept on | Quality – Quantity (Completion period depends on project complexity, the volunteer | Measured by number of memorials completed. | Depends on requests for memorials and applicants. | 2 memorials and various plaster/paint repairs in Capitol building |

| Measure Name | Measure Type | Measure Data Source | Historical Trend | Most Recent Data |
|---|------------------------------|---|--|--|
| implementation of new and updated memorials. | committee, and fundraising.) | | | |
| Capitol Mall Design Charrette and stakeholder meetings to develop Capitol Mall Design Framework | Quality and Quantity | Gathered by consultant and CAAPB staff. | This is a new project, there are no trends | 13,983+ points of engagement: 20+ Technical Advisory Taskforce interviews and listening sessions; Design Charrette held at MNHS (over 200 attendees); 15 Statewide Pop-ups (988 interactions); 3 community surveys (2,434 total responses); 7500 emails to stakeholders; 5,200+ unique website visitors. |
| Capitol Area Community Vitality Task Force | Quality and Quantity | Captured by CAAPB staff based on meetings and consultant interviews, meetings, etc. | This is a new project, there are no trends | 11 Task Force meetings; 200+ community interviews/meetings. 5+ meetings with City of St Paul. |

The legal authority for the CAAPB is MN Statute 15B (<https://www.revisor.mn.gov/statutes/?id=15B>).

(Dollars in Thousands)

| | Actual FY22 | Actual FY23 | Actual FY24 | Estimate FY25 | Forecast Base | |
|--|----------------|----------------|----------------|------------------|---------------|------|
| | | | | | FY26 | FY27 |

Expenditures by Fund

| | | | | | | |
|-------------------|------------|------------|--------------|--------------|------------|------------|
| 1000 - General | 372 | 339 | 1,524 | 1,206 | 456 | 456 |
| Total | 372 | 339 | 1,524 | 1,206 | 456 | 456 |
| Biennial Change | | | | 2,019 | | (1,818) |
| Biennial % Change | | | | 284 | | (67) |

Expenditures by Program

| | | | | | | |
|-------------------------------|------------|------------|--------------|--------------|------------|------------|
| Capitol Area Arch Planning Bd | 372 | 339 | 1,524 | 1,206 | 456 | 456 |
| Total | 372 | 339 | 1,524 | 1,206 | 456 | 456 |

Expenditures by Category

| | | | | | | |
|------------------------------|------------|------------|--------------|--------------|------------|------------|
| Compensation | 287 | 257 | 299 | 404 | 364 | 373 |
| Operating Expenses | 85 | 82 | 1,224 | 802 | 92 | 83 |
| Capital Outlay-Real Property | | | 0 | | | |
| Total | 372 | 339 | 1,524 | 1,206 | 456 | 456 |

Full-Time Equivalents

| | | | | | | |
|--|------|------|------|------|------|------|
| | 2.37 | 2.48 | 2.36 | 3.20 | 2.70 | 2.70 |
|--|------|------|------|------|------|------|

(Dollars in Thousands)

| | Actual | Actual | Actual | Estimate | Forecast Base | |
|-----------------------------------|--------|--------|--------|----------|---------------|---------|
| | FY22 | FY23 | FY24 | FY25 | FY26 | FY27 |
| 1000 - General | | | | | | |
| Balance Forward In | | 15 | 1,000 | 696 | | |
| Direct Appropriation | 386 | 1,365 | 1,220 | 510 | 456 | 456 |
| Transfers Out | | 10 | | | | |
| Cancellations | | 31 | | | | |
| Balance Forward Out | 14 | 1,000 | 696 | | | |
| Expenditures | 372 | 339 | 1,524 | 1,206 | 456 | 456 |
| Biennial Change in Expenditures | | | | 2,019 | | (1,818) |
| Biennial % Change in Expenditures | | | | 284 | | (67) |
| Full-Time Equivalents | 2.37 | 2.48 | 2.36 | 3.20 | 2.70 | 2.70 |

2403 - Gift

| | | | | | |
|---------------------|---|---|---|--|--|
| Balance Forward In | 0 | 0 | 0 | | |
| Receipts | 0 | 0 | 0 | | |
| Balance Forward Out | 0 | 0 | 0 | | |

(Dollars in Thousands)

| | FY25 | FY26 | FY27 | Biennium 2026-27 |
|-----------------------------------|------|------|------|---------------------|
| Direct | | | | |
| Fund: 1000 - General | | | | |
| FY2025 Appropriations | 510 | 510 | 510 | 1,020 |
| Base Adjustments | | | | |
| All Other One-Time Appropriations | | (55) | (55) | (110) |
| Minnesota Paid Leave Allocation | | 1 | 1 | 2 |
| Forecast Base | 510 | 456 | 456 | 912 |
| Revenue Change Summary | | | | |
| Non-Dedicated | | | | |
| Fund: 1000 - General | | | | |
| Forecast Revenues | 1 | 1 | 1 | 2 |