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↻ Designates that this item is a change item

Agency Purpose

Capitol Area Architectural Planning Board (CAAPB) was established by the 1967 legislature to ensure the architectural integrity of the Capitol, the buildings adjacent to it, the Capitol grounds, and the Capitol area. Guided by its responsibilities under M.S. 15B, the board works to preserve and enhance the Capitol area’s unique aesthetic and historic character. It also plans and guides its future development by maintaining a framework for physical growth. The agency’s responsibilities are unique on a national level.

Core Functions

As overseer of Capitol area development, the CAAPB's regulatory responsibility for public and private projects covers permitted zoning and all phases of design and construction review. Individual project planning occurs within a long-range framework for the area's physical development. The CAAPB's *1998 Comprehensive Plan* and the *Specific Actions for Implementation of the Comprehensive Plan* are the framework for its daily agenda, along with the *Zoning and Design Rules for the Capitol Area*, published in January 2000.

Key Service Strategies:

- ◆ Initiate funding requests, promoting timely design, restoration, and maintenance of the Capitol Building.
- ◆ Provide framework for the development and maintenance of the Capitol Mall and its memorials.
- ◆ Manage internal agency operations, human resources, planning, and projects.
- ◆ Provide planning tools and guidelines for future Capitol area development.
- ◆ Coordinate all historical documents for the Capitol area.
- ◆ Provide open communication and coordination with all clientele.

Operations

The 12-member CAAPB is chaired by the lieutenant governor: it includes four gubernatorial and three mayoral appointees, as well as and two members from both the house and senate. An advisory committee of two professional architects and one landscape architect, along with four staff, serves the board. The board takes public testimony, reviews staff/advisor reports, and takes action on zoning requests and design review issues. The board meets approximately six times a year.

Focusing their performance on good design and long-range planning, the board is often in a position to coordinate and leverage public improvements in a cost-effective and results-orientated manner with other state agencies, the city of Saint Paul, neighborhood planning bodies, private sector professionals, and most recently the Metropolitan Council.

At A Glance

- ◆ The board is comprised of 12 members, chaired by the lieutenant governor, with both house and senate representation as well as gubernatorial and city appointees.
- ◆ As the planning and regulatory agency responsible for architectural design and long-range planning for the Capitol area, the CAAPB has exclusive zoning jurisdiction and design review over both the state government complex and the surrounding commercial and residential neighborhoods.
- ◆ The agency's jurisdiction comprises a 60-block area that contains 15 state office buildings (two million gross square feet of office, ceremonial, and public spaces), six blocks of commercial/retail space, 12 residential blocks, and one primary care hospital campus.
- ◆ The non-partisan board is responsible to the legislature and provides capital budget requests for the Capitol Building
- ◆ Since 1986, CAAPB capital budget appropriations totaling \$31.0 million have been dedicated to capitol building projects.
- ◆ The board is charged by Statute for routing and design of the Central Corridor Light Rail Transit (LRT) project through the Capitol area.

Key Goals

With equal priority the CAAPB has four key goals.:

- ◆ Enforce and maintain the rules of zoning and design in keeping with the purposes of the CAAPB within the Capitol area.
- ◆ Work in cooperation with the city of Saint Paul and immediate neighborhood districts to ensure that area adjacent to the Capitol area is developed in keeping with the purposes of the board and the comprehensive plan.
- ◆ Monitor, enhance, and maintain the beauty of the Capitol area in keeping with M.S. 15B.01, and the comprehensive plan.
- ◆ Continue to build consensus on the need to restore the Minnesota state capitol building.

Key Measures

Within a biennium, the board and its zoning administrator take timely action on over 100 requests for zoning permits or design review approvals for projects within the Capitol area.

The CAAPB completes reviews and approvals of zoning requests within 60 days of when a request is filed. No building permit can be issued by the city of Saint Paul until the CAAPB issues a zoning permit. The board is currently in process of updating its 2000 *Rules Governing Zoning and Design for the Minnesota State Capitol Area* to be completed in early 2009, and to include new form-based design standards.

CAAPB staff, the advisory committee, and the board have been involved in all planning efforts focused on the Central Corridor LRT Project in response to M.S. 15B.13 regarding the Capitol area. To date, the CAAPB has worked closely with the city of Saint Paul and the Met Council in approving the alignment and three Capitol area station locations for the LRT through the district. The board must approve each station design for compatibility with the comprehensive plan.

The CAAPB is updating zoning and design rules and its comprehensive plan as well as launching a newly enhanced website. Based on solid planning tools and guidelines developed in concert with the comprehensive plan and the zoning and design rules, the board has a positive impact on the overall appearance and beauty of the Capitol area and beyond.

Budget

The CAAPB's base budget is appropriated from the general fund. The current budget allocates 81% for four FTEs, 9% for rent, 1% for LAN costs, and 9% for fundamental business operations: copier, phones, mailing, supplies, and board and advisory committee meetings.

Contact

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Dollars in Thousands

	Current		Governor Recomm.		Biennium 2010-11
	FY2008	FY2009	FY2010	FY2011	
<u>Direct Appropriations by Fund</u>					
General					
Current Appropriation	427	373	373	373	746
Recommended	427	373	354	354	708
Change		0	(19)	(19)	(38)
% Biennial Change from 2008-09					-11.5%
<u>Expenditures by Fund</u>					
Carry Forward					
General	1	1	4	0	4
Miscellaneous Special Revenue	2	0	0	0	0
Direct Appropriations					
General	366	434	354	354	708
Statutory Appropriations					
Miscellaneous Special Revenue	5	39	13	2	15
Total	374	474	371	356	727
<u>Expenditures by Category</u>					
Total Compensation	292	325	304	299	603
Other Operating Expenses	82	149	67	57	124
Total	374	474	371	356	727
<u>Expenditures by Program</u>					
Capitol Area Arch Planning Bd	374	474	371	356	727
Total	374	474	371	356	727
Full-Time Equivalent (FTE)	3.8	4.0	3.7	3.6	

<i>Dollars in Thousands</i>				
	FY2009	Governor's Recomm.		Biennium
		FY2010	FY2011	2010-11
<i>Fund: GENERAL</i>				
FY 2009 Appropriations	373	373	373	746
Subtotal - Forecast Base	373	373	373	746
Change Items				
Operating Budget Reduction	0	(19)	(19)	(38)
Total Governor's Recommendations	373	354	354	708
<i>Fund: GENERAL</i>				
Planned Statutory Spending	1	4	0	4
Total Governor's Recommendations	1	4	0	4
<i>Fund: MISCELLANEOUS SPECIAL REVENUE</i>				
Planned Statutory Spending	39	13	2	15
Total Governor's Recommendations	39	13	2	15

CAPITOL AREA ARCHITECT

Change Item: Operating Budget Reduction

Fiscal Impact (\$000s)	FY 2010	FY 2011	FY 2012	FY 2013
General Fund				
Expenditures	\$(19)	\$(19)	\$(19)	\$(19)
Revenues	0	0	0	0
Other Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact	\$(19)	\$(19)	\$(19)	\$(19)

Recommendation

The Governor recommends a reduction of \$19,000 in FY 2010 and \$19,000 in FY 2011 to the general fund operating budget of the Capitol Area Architectural and Planning Board. The Governor intends that the Board should focus its operating funds on maintaining its highest priority services. In addition, the Governor intends to provide as much flexibility as possible to the agency for the implementation of these reductions.

Background

The Capitol Area Architectural Planning Board's operating budget is \$373,000 per fiscal year. The board's current base budget breaks down as follows:

Salary and Benefits	83%
Rent	9%
LAN and IT Charges	2%
Business Operations	6%

The board staff will work to ensure that the quality of services provided by the agency to the public and other state agencies is not reduced; however, the budget reduction will slow the delivery of services.

Relationship to Base Budget

This proposal represents a 5% base level reduction to the Board's general fund budget.

Key Goals and Measures

The recommended reduction to the base budget has the potential to impact:

- ◆ Agency operating hours and staff time by the use of "Leave Salary Savings (LSS)" measures (MN Statutes 43A.49) as previously utilized by the CAAPB during FY2004-2005 and FY2006-2007.
- ◆ Reduce the number of board and architectural advisors' meetings.
- ◆ Reduce monies of architectural advisors review of projects and agency policy initiatives per MN Statutes 15B.
- ◆ Reduce new equipment funds, and office systems servicing and repairs.
- ◆ Limit updating of agency planning tools; district maps, mall plans, and engineered documents.
- ◆ Eliminate employee professional training and development.

The budget submitted for the Capitol Area Architectural Planning Board seeks to safeguard core activities and reduce administrative overhead. The agency will manage budget reductions through various service level reductions or eliminations, staffing decreases, and/or operating expense reductions. The resulting budget will focus on new ways to operate the department's core functions.

Statutory Change: Not Applicable

Dollars in Thousands

	Actual FY2008	Budgeted FY2009	Governor's Recomm. FY2010 FY2011		Biennium 2010-11
<u>Non Dedicated Revenue:</u>					
Other Sources:					
General	0	1	1	1	2
Total Non-Dedicated Receipts	0	1	1	1	2
<u>Dedicated Receipts:</u>					
Other Revenues:					
Miscellaneous Special Revenue	2	10	2	2	4
Total Dedicated Receipts	2	10	2	2	4
Agency Total Revenue					
	2	11	3	3	6