HERITAGE PRESERVATION COMMISSION MINUTES

3RD FLOOR CONFERENCE ROOM	WEDNESDAY, FEBRUARY 21, 2024	6:00 PM

Meeting Items

1. Call to Order/Oath of Office/Approve Agenda

   The regular meeting of the Heritage Preservation Commission was called to order by Chair Temple at 6:00 pm. Commissioners: Ron Dwyer, Colton Hogan, Lee Nordmeyer, Cori Weems and Chair Temple. Also in attendance were Harry Davis, Kari Casper, Dave Hvistendahl, Julius Shackleford and Colton Kemp. Following the call to order, Casper administered the Oath of Office to both Weems and Dwyer. Chair Temple then asked for a motion to approve the agenda. Motion by Cori Weems, seconded by Lee Nordmeyer to approve the agenda as presented. The motion passed unanimously.

2. Approval of the Minutes of January 17, 2024

   Motion by Lee Nordmeyer, seconded by Coltan Hogan to approve the meeting minutes of January 17th as presented. The motion passed unanimously.

3. General Heritage Preservation Items

   David Wanberg introduced himself and thanked everyone on the board for their service. Wanberg then announced that Mathias Hughey had taken another position in Northfield and would no longer be the staff liaison for this board.

A. Election of 2024 Heritage Preservation Commission Officers

   Weems made a motion, seconded by Hogan to elect Samuel Temple as Chair for 2024. The motion passed unanimously. A second motion was then presented by Dwyer to nominate Weems as Vice Chair for her second term, seconded by Nordmeyer. This motion passed unanimously.

B. Review and Approve Heritage Preservation By-Laws

   Davis stated that there were some minor grammatical changes, nothing substantial, and requested that the Chair ask for a motion to accept the changes as presented. A motion was presented by Hogan and seconded by Weems to approve the changes to the Bylaws as presented. The motion passed unanimously.

C. Reschedule June 19, 2024 Meeting

   Davis stated that with the state adopting June 19th as an official government holiday, the HPC would need to move their meeting to another date. After some discussion, a motion was presented by Hogan, seconded by Nordmeyer to move the regular HPC meeting from June 19th to June 20th at 6:00 p.m. The motion passed unanimously.

4. Design Reviews

   None.

5. Items for Discussion

A. 216-218 Central Avenue Certificate of Appropriateness and Review of Work Completed

   Chair Temple introduced Hvistendal and Shackleford as present on behalf of the applicants, Darrel and Luella Jensen. Davis stated that the applicants presented two applications for amending the Certificate of Appropriateness, giving the HPC two options to choose from in remedying the situation. However, due to some difficulties with the computer systems, Hvistendahl presented the applications late to get on the agenda to discuss actions for this item. The rules regarding receipt of the application under the HPC ordinances are that they must be discussed within 30 days of receipt. That being said, Davis suggested that a special meeting be called to meet this requirement and stated that a final decision could be made at the next HPC regular meeting, which would be in March. This brought some confusion as to why the matter could not be addressed at the special meeting rather than be brought back again. Davis stated that with Hughey leaving, the department is even further stretched for staff time in getting things done. He stated that if they have time to present the two options for final approval at the special meeting, there would be no need to bring it back to the regular March meeting. However, if what they submitted is not approved, further discussion will be needed to remedy the situation. In the meantime, Hvistendal did bring in some samples of the painted brick for the HPC to review. Dwyer asked if it would be possible to have the sign boards moved up to cover the CMU rather than painting the bricks. Dwyer stated that they appear to be hanging over the window. Shackleford stated that by moving them up it, the steel beam may be visible. Hvistendal stated that the boards were placed by a special hanging unit and would be more costly to move up, and also stated that the installer stated that they are level. The boards may not look level, but they are, and the building has adjusted up to 9" over time. Weems made it clear that she would like to see the most cost-effective remedy to this matter to not bring more undue burden on the building owners. Dwyer did mention that Chadderdon may have some of this material at a reasonable rate and Hvistendal said he would pass that on to the installer. Staff recommended continuing this matter to the special hearing. After some discussion, a special meeting was agreed to on March 7th at 6:00 in the Public Meeting Room, City Hall. This motion was made by Dwwer and seconded by Hogan. The motion passed unanimously.

B. Draft Resolution HPC-2024-002: Proposal to Revise the Heritage Preservation District Boundaries

Davis brought up the map and stated that after further review and following the joint meeting with the Planning Commission and the Council, they felt that the boundaries previously discussed should be reconsidered. The staff did hear from the owner of The Depot who stated that they prefer not to be in the district. The HPC was already aware that the owner of 10,000 Drops did not want to be in the local or national district. The HPC is aware that the City Council has the final say on what the boundary may be but wanted to make them aware that the consensus of the HPC is to make them aware that there are building owners who do not want to be in these districts. Ideally, they would want to leave those buildings for their historical value but do not want to force anyone to be in them. The staff's recommendation for continuity would be to have those buildings in the local and national districts. Staff recommended the board continue this discussion at the next regular meeting in March. A motion was made by Hogan, seconded by Weems to continue this discussion to the next meeting. The motion passed unanimously.

C. Relevancy Project Discussion

Chair Temple had mentioned the lateness in the evening and recommended that each board member study the information provided, give feedback individually, and continue this discussion until the next regularly scheduled meeting. A motion was made by Dwyer, seconded by Nordmeyer to continue this matter. The motion passed unanimously.

6. Adjournment

Motion by Lee Nordmeyer, seconded by Coltan Hogan to adjourn the meeting at 7:25 p.m. The motion passed unanimously.

By: ______________________

Kari Casper, Recording Secretary