

City of Excelsior
Hennepin County, Minnesota

Minutes
Heritage Preservation Commission Meeting

Tuesday, June 28, 2022

1. CALL TO ORDER/ROLL CALL

Chair Tyler called the meeting to order at 6:32 p.m.

Commissioners Present: Bolles, Brattland, Noll, Salita, Tyler

Commissioners Absent: Caron, O'Hanlon

Also Present: City Attorney/Assistant City Manager Staunton

2. AGENDA APPROVAL

Brattland moved to approve the agenda as drafted. Bolles seconded. Motion passed 5/0.

3. CONSENT AGENDA

Salita moved to approve the Consent Agenda. Noll seconded. Motion passed 5/0.

4. CITIZEN REPORTS OR COMMENTS

Resident Peter Hartwich, 186 George Street, made comments regarding the proposed redevelopment of the City Hall property and the west parking lot, encouraging the City to permit input from the HPC on the project despite the fact that it is just outside the boundaries of the Downtown Historic District.

Diane Bolles, 229 George Street, made comments regarding the Dr. Arey Memorial Gateway emphasizing the importance of properly referring to the area by its proper name and referring to the structure at the location as an "Arbor" rather than a "Gazebo." She also noted that the Planning Commission meeting from the previous night was a positive example of the helpful dialog that can take place when there is a respectful exchange of ideas and noted that as the city continues to redevelop, we should be proud to protect the community's heritage.

5. NEW BUSINESS

- a) Site Alteration Permit Application – 205 Third Street (HPC No. 22-12). Staunton provided the staff report. After discussing the report and the application and hearing from the

applicant, Brattland moved to approve HPC Resolution No. 2022-06 – A Resolution Approving a Site Alteration Permit to Perform Repairs on Foundation Masonry at 205 3rd Street. Salita seconded. The motion passed 5/0.

- b) Site Alteration Permit Application – 260 Water Street (HPC No. 22-13). Staunton provided the staff report. After discussing the report and the application, Commissioner Bolles noted the importance of the applicant preserving the frame and associated hardware for the awning and suggested that the draft resolution be changed to add a condition the that effect. After further discussion, Bolles moved to approve HPC Resolution 2022-07 – A Resolution Approving a Site Alteration Permit to Site Alteration Permit to Paint the Front Façade at 260 Water Street, as amended. Salita seconded. Motion passed 5/0.
- c) Site Alteration Permit Application – 332 2nd Street (HPC No. 22-14). Staunton provided the staff report, highlighting the question of whether “gingerbread” detail in a prior photograph of a prior version of the railing should mandate a return to that in the newly replaced version. After noting the Commission’s strong preference that applications be submitted in advance of exterior alterations, Commissioner Salita concluded that the application would have been approved had it been filed before the replacement of the railing, noting that:
- Despite the fact that the applicant had not applied until after the improvements to the front façade had been made, he supports the application, because it was consistent with the requirements in the Design Manual; and
 - The railing that was replaced was only 30 years old and it was likely also a replacement, making it both impossible to determine whether the “gingerbread” detailing was original and hard to defend its alteration as a change to the original design.

Chair Tyler concurred with the comments by Commissioner Salita, noting in particular, the multiple prior changes to this particular part of the front porch. Brattland moved approval of HPC Resolution 2022-08 - A Resolution Approving a Site Alteration Permit to Replace a Porch Railing at 332 2nd Street amended to remove any conditions. Bolles seconded. Motion passed 5/0.

- d) Site Alteration Permit Application – 284 Water Street (HPC No. 22-15). Staunton provided the staff report. After a discussion about whether the solar panels proposed by the applicant would be visible from the street, Commissioner Salita moved to approve HPC Resolution 2022-09 - A Resolution Approving a Site Alteration Permit for the Installation of Solar Panels and Replacement of Awnings amended to remove the condition included in the draft report regarding the installation of the solar panels. Bratland seconded. Motion passed 4/1 with Bolles voting against (based on concerns about a lack

of specificity regarding the amount that the panels could be pitched and the resulting potential for them to be seen from the street).

- e) Site Alteration Permit Application – 409 2nd Street (HPC No. 22-16). Staunton provided the staff report. After discussion, during which the commission noted that the location of the windows proposed to be replaced and the fact that the windows are not a character-defining feature, make the proposed change acceptable. Commissioner Brattland moved to approve HPC Resolution 2022-10 - A Resolution Approving a Site Alteration Permit to Replace Existing Glass Block Windows on Side and Rear Walls at 409 2nd Street, without additional conditions regarding the replacement windows. Noll seconded. Motion passed 5/0.

- f) Site Alteration Permit Application – 173 2nd Street (HPC No. 22-17). Staunton provided the staff report, noting that the request was limited to the replacement of decking and railings only and did not expand the size of the deck. Salita recused himself, noting that the house is next door to his house. Commissioner Bolles raised issues regarding the safety of the project and the fact that there are other outstanding issues with this property. Bolles made a motion to delay the consideration until the applicant returns with a comprehensive application that will address all outstanding issues with the property. There was no second of the motion. After further discussion, Brattland moved to approve HPC Resolution 2022-11 - A Resolution Approving a Site Alteration Permit to Replace Existing Decking and Railings at 173 2nd Street. Noll seconded. Motion passed 3/1 with Bolles voting against.

6. UNFINISHED BUSINESS

- a) Final Report on Evaluation of City-Owned Resources. Tamara Halvorson from Pigeon Consulting appeared to provide an update on the status of her work on behalf of the City pursuant to the FY2021 Certified Local Government Grant from SHPO to evaluating certain public resources for potential landmark designation. She reported that she had revisited two items she was previously not inclined to recommend for designation and concluded that one (the Blue Line Ticket booth) should be recommended for designation and that the other (the Belle of Lake Minnetonka Bell) should not. She will return at the Commission's July 26 meeting to provide her final report and other deliverables.

- b) 345 Water Street Update. Marshall Morehead from Truffle Hill Chocolates appeared via Zoom to informally discuss the next steps for the front façade of his structure at 345 Water Street. The Commission talked through options for proceeding with the façade given that only a portion of the façade included brick that was originally on the structure.

- c) 366 Water Street Update. Staunton gave a brief status report on the project, reporting that the Applicant is working on a solution for the flat roof, has removed footers, is addressing

issues with doors, and moved windows from front to back and sides. Applicants may not need to come back to HPC unless they need to deviate from the drawings.

7. COMMUNICATIONS and REPORTS

- a) Next City Council Meeting – July 18, 2022
- b) Next HPC Meeting – July 26, 2022
- c) Administrative Permits Issued – None
- d) Recent City Council Actions – Staunton passed along a request for the HPC to appoint a member to join cemetery committee. Commissioner Salita volunteered to serve. Brattland moved to appoint Salita to the cemetery committee. Noll seconded. Motion passed 5/0.
- e) Other Updates – Staunton shared some thoughts about plans that staff is working on to improve the website. He also discussed the need to refine procedures for deciding when things need to come before the commission and when they may be handled administratively, citing the painting, deck, and railing issues that had come before the council as examples.

8. FUTURE AGENDA ITEMS

- a) 262 Lake Street – Potential Sketch Plan application – Staunton shared with the Commission that the property has been sold and that the new owner is interested in an informal meeting with the commission to discuss how to rehabilitate the structure. Members provided availability for such a potential special meeting.
- b) Ordinance and Design Manual Review and Revisions. Staunton identified a variety of issues that he wants to get on future commission agendas including – the administrative permit issues.
- c) Process Discussion – Staff, Commission, and Subcommittees. Staunton discussed the benefits and shortcomings of the subcommittee process and suggested that the city might need to consider retaining some paid consulting expertise in areas like masonry or other historic rehabilitation experts. He also noted the need to do additional outreach to the Landmark property owners and help to educate property owners about the resources available and the need to obtain permits for exterior work. Brattland and Noll discussed that the subcommittee that has been assigned to celebrate history month next May might be helpful in conducting the outreach.

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- d) Recording of Landmarks. Staunton noted that he is working on making sure all of the existing Landmarks are properly recorded in the chain of title and is planning to bring a proposed ordinance verifying that back to the commission at a future meeting.
- e) Annual Report (required by Minn. Stat. § 471.193, subd. 6 and Excelsior City Code § 20-6(a)). Staunton informed the commission that the enabling heritage preservation statute requires an annual report by the commission and that he plans to compile a report a future meeting for the commission's consideration.

9. ADJOURNMENT – Salita moved to adjourn. Brattland seconded. Motion passed 5/0.

The meeting was concluded at 9:22 PM.

Respectfully submitted,

Kevin Staunton
City Attorney/Assistant City Manager