

Heritage Preservation Commission
April 25, 2016 (Monday) Meeting Minutes
Room 303 – Duluth City Hall

I. Call to Order and Roll Call

Chair Woodward called to order the meeting of the Heritage Preservation Commission (HPC) at 2:05 p.m. on **Monday**, April 25, 2016.

Attending: David Woodward, Ken Buehler, Terry Guggenbuehl, and Michael Poupore
Absent: Laurie Boche and Kristi Johnson
Staff Present: Steven Robertson, Keith Hamre (Director of Planning and Construction Services), Lindsay Dean (Director of Parks and Recreation)
Visitors: Jeff Larson

II. Public Hearings:N/A

III. Unfinished Business

A. St. Peter's Church (810 W. 3rd St.) Updated Preservation Plan.

Chair Woodward discussed the need to make the final minor changes to the preservation plan that was approved with conditions at the February HPC meeting. He noted that there still needs to be a list of external façade features to be preserved.

Jeffery Larson discussed the need for tuck pointing and roof repair.

MOTION/Second: Woodward/Buehler approve parapet cap work, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

MOTION/Second: Woodward/Poupore approve tuck pointing, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

Jeffery Larson discussed removing the chimney. Commissioner Poupore asked if the applicant can keep the chimney and use a cap. Chair Woodward added that he is concerned about this change, adding that it could be a problem with national designation if it were removed. He also added that little changes and bandages over time can result in ultimately significant change to the historic character. Commissioner Buhler asked if a person could see it from the street, and if not, maybe it isn't as important to the historic character. Commissioner Poupore suggested that the chimney be capped for now and in the future, when there are more potential resources, but addressed more comprehensively.

Chair Woodward told the applicant to use extensive documentation and record keeping, including photos, to maintain a clear log of changes to the building over time. That information will be critical to the property owner in the future.

MOTION/Second: Woodward/Buehler approve chimney cap work, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

Jeffery Larson discussed changing the window panes. Commissioner Poupore asked about the visual difference. Chair Woodward stated that as long as you don't change the wood but just replace the window panes, he is ok with the change.

MOTION/Second: Woodward/ Poupore approve window planes, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

Jeffery Larson stated that the cornices are in bad shape, and that due to water there are real damages and at least 24 need immediate repair. Commissioner Poupore suggested capping for now, with additional follow up work in future years. Chair Woodward stated that as long as you matched color, it would not be noticeable.

MOTION/Second: Woodward/Buehler approve cornice cap work, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

Jeffery Larson talked about the open faced downspouts.

MOTION/Second: Woodward/ Poupore approve downspout, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness (4-0).

Commissioner Poupore stated that the HPC need more information on the deck before we can approve it. We need a basic drawing; a verbal description is not enough for us to give it any serious consideration. Commissioner Buehler suggested the HPC can come back to that when there is more written information from Mr. Larson. Commissioner Poupore stated that he understood that there needs to be some consideration for fire code and fire safety, but has a concern with two separate decks on the rear façade of a historic structure. Chair Woodward talked about the need to preserve all 4 facades.

MOTION/Second: Woodward/ Poupore approve a small egress balcony/fire escape that meets the minimum fire code requirements, conditioned on a future site visit and applicant submitting complete paperwork for Historic Construction/Certificate of Appropriateness, including drawings of the second floor architecture with the proposed balcony (4-0).

Chair Woodward stated that he would like the HPC to see the design of any future signage prior to seeking a sign/building permit.

IV. New Business
No discussion

V. Old Business
HPC Training facilities and city personnel .
Item tabled until the next regularly scheduled meeting.

Goals and Objectives in Updating the Guidelines for the Treatment of Historic Properties.
Item tabled until the next regularly scheduled meeting.

VI. Communications and Other Business

- A. Reports of Officers and Committees – Commissioner Guggenbuehl gave a brief update on Planning Commission business
- B. Consideration of Minutes – No discussion and no vote.
- C. Adjournment - Meeting adjourned at 3:25 p.m.

Respectfully,



Keith Hamre - Director
Planning and Construction Services
City of Duluth