

Heritage Preservation Commission
February 14, 2022 Meeting Minutes
Web-Ex Meeting Format

Due to the COVID-19 emergency, the HPC members participated through video conference from home. The meeting was held as a Special Meeting pursuant to Minnesota Statute 13D.021 in response to the Covid-19 emergency.

1) Call to Order and Roll Call

Acting President Stacey DeRoche called to order the meeting of the Heritage Preservation Commission (HPC) at 12:00 p.m. on Monday, February 14, 2022.

Attendance: (Via WebEx video conferencing – all votes conducted via roll call)

Attending: Stacey DeRoche, Jessica Fortney (entered meeting during item 5), Jess McCullough, Mike Poupore, and Sarah Wisdorf

Absent: Ken Buehler, and Brandon Hartung

Staff Present: Steven Robertson

2) Public Hearings

PL 22-023 Historic Construction/Demolition Permit City Hall Exterior Work/HVAC –

Staff: Steven Robertson gave an overview. There is extensive HVAC work going on, but it is mostly interior. This project is in one of local historic districts, and the exterior work is what the HPC is focused on. Make sure any work doesn't take away from the historic integrity of the structure. The only items being added are not visible from the street.

Applicant: Daniel Sieben – noted they are adding mechanical equipment to the 2nd floor roof, and the 4th floor roof to maintain air quality inside city hall. There will be no changes to walls or windows.

Commissioners: Mike Poupore noted this interior of the building is also part of the building's historic nature. He would like to know what kind of system is going in, and how it will perform, and how will it affect the interior of the building (including the ornate hallways, and cornices). Steven Robertson referred to the UDC – Historic Resources Overlay – which noted the HPC only looks at exterior elements. Robertson noted the interior is important, and they can discuss it, but it is not part of the review for this project. Poupore thinks the interior pertains to this application, and he would like to confirm with SPHO. DeRoche asked about the details of the interior work. Per Robertson, it is not included in the commissioners' packet, since it doesn't pertain to this application. Poupore would like to confirm with SHPO before this item is passed due to it is a public historic building. He doesn't think it is as cut and dry as staff presents. Erik Birkeland of the city stated they are complying with city ordinance to get a permit. They have done many other project inside city hall in the past, and have not had to go through a SHPO review. Poupore volunteered to reach out to SPHO. He doesn't want to have another situation where the city went ahead with new windows despite what the HPC said. Robertson asked the applicants if SPHO has already seen this application. Per Sieben they sent an initial package to SPHO who gave them comments, and they are in the process of responding to those comments. Poupore asked if they could see those comments. Sieben thought they would be available for the HPC to see. Per Cecelia Dillon, the just recently received the comments after the submittal to HPC was made. Per DeRoche if they could get confirmation from SPHO then they would know about interior work going forward. Poupore will contact SPHO and bring information to the next HPC meeting. Mike LeBeau a construction manager for the city want to explain the project more. It is a federally funded project. The purpose is to improve the indoor air quality. They are updating equipment from the 1920's. The interior work is being done inside work spaces, and not in the hallways, or the rotunda.

Public Comment: No speakers.

MOTION/Second: Wisdorf/McCullough approved item PL 22-033 for the certificate of appropriateness

VOTE: (3-1, Poupore Opposed)

3) Consideration of Minutes

January 10, 2022 Regular HPC Meeting

MOTION/Second: Wisdorf/McCullogh approved the minutes

VOTE: (4-0)

4) Communications

None at this time.

(Vice-President Jessica Fortney entered meeting during the next agenda item.)

5) Report of Final Disposition of Matters Previously Before the Commission –

PL 21-103 Historic Construction/Demolition Permit for 506 W. Michigan St (Depot) – Robertson gave an overview. This item was tabled in December, because the HPC wanted more information on the project, and wanted SHPO’s comments.

Applicant: Shane Nies addressed the commission, and noted the letters to and from SPHO are in the commissioners’ meeting packet. DeRoche asked about the portico pillars, and the roofing tiles. Poupore asked if any design changes were made to the columns in the front portico. Nies affirmed, and noted they are cutting the columns as minimal as possible. There will be no cladding. It will match what is there. The column covers will be reused.

Commissioners: Poupore thanked the applicant for the additional information. He asked about the roofing material. Fortney reiterated the HPC asked them to do research of what was originally there. The applicant did some research and it wasn’t confirmed to be copper. They will replace the roofing with similar material that is there now. DeRoche appreciated the additional information they received.

MOTION/Second: Poupore/Wisdorf approved item PL 21-103 for the certificate of appropriateness

VOTE: (5-0)

6) Reports of Officers, Staff and Committees

Land Use Supervisor: Fire-Damaged Buildings and Downtown Revitalization – Per Robertson, this will be delayed for another month.

7) Consideration of Matters Regarding Commission Action

PL21-161 Downtown Commercial Historic Design Guidelines – Robertson gave an overview. Michael Koop of SHPO is in agreement with their proposal. The next step is to schedule a public hearing to officially incorporate this into the city’s zoning code. It would need the HPC’s approval, and then the planning commission’s approval, and ultimately city council’s approval. Any one of those bodies can ask for changes. Per Robertson this action would make downtown a local historic district and not just a national one. Wisdorf asked if they should schedule a brown bag discussion between the HPC and the PC prior to the public hearings. Robertson thought that was a good idea. They should also have one more public informational meeting, so nobody is surprised, which was voiced by some architects at their first informational meeting. Fortney thinks a brown bag is a good idea. Poupore asked if the brown bag meeting would be in person. Per Robertson, still virtual until the city council has their first in-person meeting.

2022 Preservation Conference – Steven Robertson stated they have until the beginning of March to get their grant document submitted. Fortney asked about the portal to access the document. Robertson stated Eleanor Bacso (who entered the meeting) is working on the grant, and would have access to view, as well as a copy of the last application. Bacso affirmed. Robertson suggested having a special meeting to go over the grant application before it is submitted.

8) Other Business

Planning Commission Update – Wisdorf gave an overview. Nothing pertaining to HPC.

9) Adjournment

Meeting adjourned at 12:43 p.m.

Respectfully,

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Adam Fulton – Deputy Director
Department of Planning and Economic Development