

Heritage Preservation Commission
October 11, 2021 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.

Call to Order and Roll Call

Vice-President Stacey DeRoche called to order the meeting of the Heritage Preservation Commission (HPC) at 12:04 p.m. on Monday, October 11, 2021.

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

Attending: Ken Buehler, Stacey DeRoche, Brandon Hartung, Jess Mccullough, and Sarah Wisdorf

Absent: Jessica Fortney, and Mike Poupore

Staff Present: Steven Robertson and Cindy Stafford

Public Hearings

None

Consideration of Minutes

July 12, 2021 Regular HPC Meeting

July 19, 2021 Special HPC Meeting

July 26, 2021 Special HPC Meeting

August 9, 2021, Regular HPC Meeting

September 13, 2021 Regular HPC Meeting

MOTION/Second: Wisdorf/Mccullough approved all of the minutes

VOTE: (4-0) Buehler missed the vote

Communications

Presentation, Duluth Citizens' Climate Action Plan – Brett Cease gave an overview. He discussed the need, the plan and the process. There were four areas of key findings in: food and agriculture, transportation, buildings, and energy production. Actions and community initiatives were discussed. Cease welcomed feedback. How can we make others aware? Planner Steven Robertson noted the importance of food production. Some communities allow for front yards to be gardens. Commissioner Jess Mccullough noted the use of roof top space. In other cities (mostly in warmer climates) he noted the painting of the rooftop white. He also noted gardens and solar panel installation on rooftops. Vice President DeRoche thanked Cease for his presentation.

Letter, SHPO DECC Seawall Replacement, 9/3/2021 – Robertson stated no action is needed at this time, and is intended for informational purposes.

Report of Final Disposition of Matters Previously Before the Commission – N/A

Reports of Officers, Staff and Committees

Planning Commission - Commissioner Sarah Wisdorf gave an overview. There is nothing pertaining to HPC on the pc agenda this month.

Consideration of Matters Regarding Commission Action

PL21-161 Downtown Commercial Historic Design Guidelines – Robertson gave an overview and noted the proposed ordinance change. They will have a public meeting in November or December. They are proposing a 3rd local historic district downtown. Commissioner Ken Buehler clarified where the other local historic districts are. Robertson noted there is one around city hall, and one around UMD’s old main. Each are about two blocks in size. Vice President DeRoche thought staff should go ahead and schedule the public hearing. Robertson stated at that time, the HPC can recommend approval, make changes or table the item.

Other Business

November 8, 2021 will be the HPC’s annual meeting. It will be held during their regular meeting time. Robertson suggested making a change to the bylaws to eliminate section 11.2 which recognizes a design review committee, and a staff review committee. Also, eliminate section 11.1 A and B. They have never used. Buehler affirmed he doesn’t remember using them either. Robertson noted the need to elect new officers (President and Vice-President). The current officers’ terms will be ending.

Adjournment

Adjournment at 12:35 p.m.

Respectfully,

DocuSigned by:
Adam Fulton
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Adam Fulton – Deputy Director
Department of Planning and Economic Development