

Heritage Preservation Commission  
March 13, 2023 Meeting Minutes  
Council Chambers – City Hall

Call to Order and Roll Call

Vice-President Jess McCullough called to order the meeting of the Heritage Preservation Commission (HPC) at 12:00 p.m. on Monday, March 13, 2023.

**Attendance:**

Attending: Ken Buehler, Gary Eckenberg, Jessica Glander (arrived after the approval of minutes), Jess McCullough, and Kal Randa

Absent: Brandon Hartung

Staff Present: Jenn Moses, Tom Church, and Cindy Stafford

Consideration of Minutes

February 13, 2023 HPC Meeting

**MOTION/Second:** Buehler/Randa approved the minutes

**VOTE: (4-0)**

Public Hearings

PL 23-025 Historic Construction/Demolition Permit for Roof Repairs at the Carnegie Building at 101 W 2<sup>nd</sup> Street by Michael Clevette

**Staff:** Tom Church noted item before the commission the and introduced the speaker.

**Applicant:** Architect Robert Fern addressed he commission on behalf of the applicant/Michael Clevette. The building's existing clay tile roof system has failed and is beyond repair. This roof has severe leaks which are deteriorating the building's structural system as well as interior finishes. Something has to be done now to prevent further deterioration. He noted some of the clay tiles are salvageable.

**Commissioners:** McCullough asked if the clay tiles are original. Fern affirmed, and noted they are able to source out a similar tile. Ken Buehler asked what the construction time frame is. Per Fern, the hope to start as soon as possible on a temporary fix. They are hoping to have their funding secured by 2024 for a permanent fix. Kal Randa asked where the original tiles are being kept. Fern noted the are being held in a safe location on site.

**Public Speakers:** There were no speakers.

**MOTION/Second:** Buehler/Randa approved the certificate of appropriateness for the temporary roof repairs at the Carnegie Building at 101 W 2<sup>nd</sup> Street by Michael Clevette

**(Vote: 5-0)**

Communications

PL 23-015 Historic Construction/Demolition Permit for exterior improvements to the Board of Trade Building at 301-307 W 1<sup>st</sup> Street by James Freeman/Three D I, LLC

**Staff:** Tom Church gave an overview and noted the building is not a local landmark, but is within the historic district. They do not require HPC approval but welcome comments.

**Commissioners:** Randa noted the interior carving inside the front doorway. Will they be preserved? Church will follow up with the owner and report back to the commissioners. Jessica Glander noted this has been an ongoing project.

4901 Grand Ave – AT&T adding cell towers – 106 Process – Inviting comments.

**Staff:** Tom Church gave an overview. The applicant is inviting comments within the next 30 days.

**Commissioners:** The commissioners agreed it will not effect anything historic. Chair Glander noted there is already an existing tower at this location and the change will be minimal.

#### Local Landmark Discussion

**Commissioners:** Gary Eckenberg asked what the process is for receiving local landmark status. Chair Glander noted there are forms online which ask for the history and background of nominated subject. The owner of the property needs to give their consent. A preservation plan needs to follow. The nominated item could be landscaping (i.e. zoo) or buildings. The status gives the HPC teeth to help preserve it, and could allow the owner to receive historic tax credits if they come back to Minnesota. The status then goes to the planning commission and the city council for approval.

#### Report of Final Disposition of Matters Previously Before the Commission –

N/A

#### Reports of Officers, Staff and Committees

Planning Commission overview – Gary Eckenberg gave an overview. There is nothing of particular interest to the HPC.

#### Consideration of Matters Regarding Commission Action

N/A

#### Other Business

N/A

#### Adjournment

Meeting adjourned at 12:23 p.m.

Respectfully,

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Adam Fulton – Deputy Director  
Planning and Economic Development Division