

1. Agenda And Packet

Documents:

[1 HPC -NOVEMBER 17, 2020 - AGENDA.PDF](#)  
[NOVEMBER 16, 2020 HPC PACKET.PDF](#)

City of Excelsior  
Notice of Regular Meeting  
of the Excelsior Heritage Preservation Commission

NOTICE IS HEREBY GIVEN that the Heritage Preservation Commission of the City of Excelsior will hold its regular meeting on November 17, 2020 at 6:30 p.m. via a telephonic and/or electronic meeting. The agenda for the meeting is attached hereto.

In accordance with the requirements of Minn. Stat. Section 13D.021, the Mayor, the city manager, and the city attorney have determined that an in-person meeting is not practical or prudent because of the "COVID-19 Health Pandemic" emergency declared under Chapter 12 of the Minnesota Statutes. Due to the measures necessary to contain and mitigate the impacts of the Pandemic Emergency, it has been determined that attendance at the regular meeting location by members of the public is not feasible and that the physical presence at the regular meeting location by at least one member of the body, chief legal counsel or chief administrative officer is not feasible. Therefore, all staff and Heritage Preservation Commission members will be participating by telephone or other electronic means.

Members of the public may attend the meeting by joining via Zoom either online or by telephone at:

Join Zoom Meeting

<https://us02web.zoom.us/j/83729478746>

Meeting ID: 837 2947 8746

Dial by your location

+1 312 626 6799 US (Chicago)

16T+1 301 715 8592 US

Meeting ID: 837 2947 8746

City of Excelsior  
Heritage Preservation Commission Meeting Agenda  
Tuesday, November 17, 2020, 6:30 p.m.

1. CALL TO ORDER/ROLL CALL
2. AGENDA APPROVAL
3. APPROVAL OF MINUTES
  - a) October 20, 2020
4. CITIZEN REPORTS or COMMENTS
5. DISCUSSION ITEMS
  - a) National Register Nomination Application Draft
  - b) SHPO Report
6. COMMUNICATIONS and REPORTS
  - a) Next City Council Meeting – Monday, December 7, 2020
  - b) Next HPC Meeting – Tuesday, December 22, 2020
  - c) Administrative SAP Approvals
  - d) Recent City Council Actions
  - e) Project Updates
  - f) Community for the Commons
  - g) Unoccupied Buildings – Winterization and Maintenance/Neglected Properties
7. FUTURE AGENDA ITEMS
  - a) Complete National Register Nomination
  - b) Mural Discussion
  - c) 200 Lake Street Structure Historical Information/Designate Relocated Structure
  - d) Investigate Reluctance on Landmark Designation
  - e) Port of Excelsior Future
  - f) Commercial Signage Standards
  - g) Enforcement and Non-Compliant Properties
  - h) City Buildings, Sites and Objects Designation
  - i) HPC Recognition Awards
  - j) Blue Line Ticket Booth Review Process
  - k) 436 Second Street Comprehensive Sign Plan
  - l) Structures of Merit List
8. ADJOURNMENT

**Notice: Some items on this agenda are important enough to City Council members that a quorum of the Council may be present to receive information leading to their future deliberations and eventual decision.**

	Jan	Feb	Mar	April (SM)	April	May	June	July	Aug	Aug (SM)	Sept	Oct	Nov	Dec
Bolles	P	P	X	P	P	P	P	P	P	P	P	P		
Brabec	P	P	X	P	P	P	P	P	P	P	A	P		
Caron	A	P	X	P	P	P	P	P	P	P	P	P		
Finch	U	P	X	P	P	P	P	P	A	P	A	U		
Macpherson	P	P	X	P	P	P	P	P	P	P	P	P		
Reece	P	P	X	A	A	P	P	P	A	A	P	P		
Salita	P	P	X	P	P	A	P	P	P	P	P	P		

SM – Special Meeting

WS – Work Session

P – Present

A – Absent but gave prior notice

U – Absent without notice

X – Not applicable (cancelled meeting or not yet on HPC)

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Caron	A	P	X	P	P	P	P	P	P	P	P	P		
Finch	U	P	X	P	P	P	P	P	A	P	A	U		
Macpherson	P	P	X	P	P	P	P	P	P	P	P	P		
Reece	P	P	X	A	A	P	P	P	A	A	P	P		
Salita	P	P	X	P	P	A	P	P	P	P	P	P		

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City of Excelsior  
Hennepin County, Minnesota

Minutes  
Heritage Preservation Commission

Tuesday, October 20, 2020

1. CALL TO ORDER/ROLL CALL

Chair Macpherson called the meeting to order at 6:30 p.m.

Commissioners Present: Macpherson, Bolles, Caron, Salita, Reece, Brabec

Commissioners Absent: Finch

Also Present: City Planner Becker

2. AGENDA APPROVAL

Motion by Caron, seconded by Bolles to approve the agenda as amended. Motion carried 5/0. (Reece not yet present)

3. APPROVAL OF MINUTES

a) September 22, 2020

Commissioner Bolles moved, Commissioner Salita seconded, to approve the minutes for the September 22, 2020 meeting as amended. Motion carried 5/0. (Reece not yet present)

4. CITIZEN COMMENTS OR REPORTS

None

5. DISCUSSION ITEMS

a) 429 Second Street Site Alteration Permit (HPC No. 20-24)



Becker presented the report. Jon Wolf, applicant, was there to speak regarding the proposal. Caron wanted to clarify if all of the windows would be restored, and Wolf confirmed they were being restored and not being replaced. He also asked what was being done with the second floor, and Wolf replied that it would be used as an office and not a residence as it previously was. Bolles asked if the applicant was planning on putting on storm windows similar to that of the Masonic Lodge. Bolles wanted to note that the screens on the Masonic Lodge would be used if the existing screens were not salvageable. He also wanted to confirm if the windows on the second floor would also be restored, and Wolf said that they were. Macpherson asked for comments regarding the retaining wall. Salita wanted the applicant to understand that the owners, who would be paying for the repairs, would need to uphold the approvals of the application. He wanted to add the conditions that the storm windows, if they need to be replaced, need to be similar to those of the Masonic Lodge and that the owners sign off on the application, agreeing to all the conditions and approvals of the Site Alteration Permit. Caron wanted to add the condition that all windows are to be restored rather than replaced, and Salita agreed to the additional condition. Reece felt that an email should be sent to the owner that clarified that by signing off on the application that the owner is responsible to adhere to all rules and regulations set forth by all applicable regulations. Motion seconded by Bolles. Motion carried 6/0.

b) 6 Third Street Site Alteration Permit Amendments (HPC No. 20-25)

Becker presented the report. Brattland went over the proposed changes. Caron asked why the window in the kitchen wasn't centered, and Brattland agreed that the window would be centered. Motion by Caron to approve the Site Alteration Permit amendment except with the change to the window outside of the kitchen, as none of the changes affect the historical integrity of the structure. Caron added that the applicant should consider centering the window outside of the kitchen in order to make it more historically accurate. Seconded by Bolles. Motion carried by 6/0.

c) 7 George Street House Move Alterations

Becker presented the report. Dan went through the alterations that he is proposing to make at the existing house located at 200 Lake Street. Caron felt that the proposed change would be a minimal change and wouldn't have much effect on the historic integrity of the structure. There was also discussion regarding a proposed porch and addition, but such a redesign would need to come forth before the HPC for approval. Motion by Caron, to approve the amendment to the Site Alteration Permit as presented.

d) Downtown Portable Domes, Heat Lamps and Seating

Becker presented the report. Reece felt that it would be a good idea to get people down to the downtown area. Macpherson suggested that the HPC suggest that the domes be taken down by the end of May. Bolles agreed.

e) Future Discussion Items

Salita had said that the mural portion of the design guidelines needs to be part of the sign ordinance. It has to be delineated whether murals can be commercial or noncommercial. He asked for suggested language from colleagues. He would investigate more and bring findings back to a future meeting.

6. ADJOURNMENT

Motion by Salita, seconded by Bolles, to adjourn at 7:45 p.m. Motion carried 5-0.

Respectfully submitted,

Emily Becker  
City Planner



# CITY OF EXCELSIOR

339 THIRD STREET  
EXCELSIOR, MINNESOTA 55331  
TEL: 952-474-5233  
FAX: 952-474-6300

October 29, 2020

Michael Koop  
Historic Preservation Program Specialist  
State Historic Preservation Office  
345 Kellogg Boulevard West  
Saint Paul, MN 55102

RE: 2020 Annual Report, Excelsior Heritage Preservation Commission

Dear Mr. Koop:

The following represents the activity and achievements of the Excelsior Heritage Preservation Commission (HPC) from October 1, 2019 through September 30, 2020.

## HPC Activities

Attached is a list of all HPC activities from October 1, 2019 through September 30, 2020. The HPC had a very active 2020.

## HPC Membership

The HPC currently has seven members. A copy of the current roster is attached for your information.

## Local Inventory

There are currently 78 designated properties in the Excelsior Downtown Historic District and 26 individually historic designated Landmarks. The local inventory is on file at City Hall and is available to the public.

If you have any questions regarding the report, or desire any further information on any of these items, please feel free to contact me at (952) 653-3674 or at [ebecker@excelsiormn.org](mailto:ebecker@excelsiormn.org). Thank you.

Sincerely,

Emily Becker  
City Planner

Attachments - 3

cc: Heritage Preservation Commissioners

## 2020 HPC Annual Review (Oct 1, 2019 – Sept 30, 2020)

### Site Alteration Permits

234	Water St	SAP	Replace windows	denied
6	Third St.	Sketch Plan	Addition and partial demolition and remodel	NA- sketch plan
340	Water St	SAP	Excelsior Mill Multi Tenant Directory and hanging wall sign	withdrawn
287	Water St	SAP	Storefront remodel to add door	approved
40	Water St	SAP	Fleurish Awning	approved
7	George St	SAP	Move structure to property	approved
366	Water St	SAP	Remove existing deck and small shed	withdrawn
1	Water St	SAP-admin	repaint building same color	approved
236	Lake St	SAP-Admin	replace A/C in-kind in same location	approved
366	Water Street	SAP	Remove existing deck and small shed	approved
243	Water Street	SAP	Sign	approved
223/227	Water Street	SAP-Admin	Paint trim	approved
234	Water Street	SAP-Admin	Mechanical equipment on roof tops	incomplete-notice sent 6/1/20
10	Water Street	Sketch Plan	Sketch Plan Review of proposed new condos	NA
243	Water Street	SAP	Remove awnings	approved
234	Water Street	SAP	Replace and repair windows, remodel façade, and rear deck and stairs	approved
6	Third St.	SAP	Addition and partial demolition and remodel	approved
463	Second St	SAP	Repair and replacement of fire escape and repairs to siding from removal of existing stairwell	approved
	The Commons	Review and Comment	New bandshell in The Commons	NA
200	Water Street	SAP-Admin	Painting outside of building	approved
429	Second St	Sketch Plan	Paint, replace windows, porch, and patio	NA
444	Second St	SAP-Admin	Re-roof	approved
645	Glencoe Rd	SAP	New house on landmark property	approved

429	Second St	SAP	Remove tree, replace patio, add landscaping paint exterior, replace porch, replace/restore windows, keep as much as original	approved
6	Third St.	SAP amendment	Different window openings	approved
278	Water St	SAP-Admin	Sign refacing	approved

<b>1) NR nominations HPC commented on, 2) NR nominations submitted to SHPO</b>	1) None 2) Working on National Register Nomination Application
<b>Description of other activities, publications or events undertaken by HPC</b>	<ul style="list-style-type: none"> <li>• Formed Committee for Blue Line Ticket Booth and got approval from Council to begin to make repairs</li> <li>• Made recommendations on a Residential Review Board</li> <li>• Discussed Excelsior Downtown Historic District Boundaries</li> <li>• Discussed Goals and Objectives for 2020</li> </ul>
<b>Description of other activities, publications or events planned by the HPC for the upcoming year</b>	<ul style="list-style-type: none"> <li>• Educate homeowners on the benefits of preserving a historic or noteworthy home and educate the community about the process for establishing a residential historic district.</li> </ul>