

City of Excelsior  
Heritage Preservation Commission  
Minutes  
Tuesday, March 16, 2010

1. CALL TO ORDER/ROLL CALL

Chair Barnard called the meeting to order at 7:03 p.m.

Commissioners Present: Howell, Mueller, Roden, Sanders, Meyer (arrived at 7:15), and Chair Barnard

Commissioners Absent: Reid

Also Present: City Planner Fuchs, Advisor Caron

2. APPROVAL OF MINUTES

a. Heritage Preservation Commission Meeting of February 23, 2010

It was moved by Commissioner Howell, seconded by Commissioner Roden, to approve the minutes as written. Approved unanimously.

3. CITIZEN REPORTS or COMMENTS

None.

4. MISCELLANEOUS/COMMISSIONER'S COMMENTS

a. Recent City Council Actions

Fuchs reported that the Council had reviewed the sketch plan for Brian Burdick's proposed new building, which had incorporated many of the HPC's comments. He stated that the Council seemed generally okay with the compatibility and scale of the proposal, but the remaining issue is parking.

The Council also amended the zoning code, which currently requires that an artists studio off Water Street must allocate 50% of its space to retail sales. The amendment will be to change the requirement off Water Street to 25% retail. The Council is also codifying the zoning ordinance as part of city code, and revisiting water rates.

5. NEW BUSINESS

a. Site Alteration Permit for Signage at 370 Water Street--Grace Bridal Boutique

Ed George appeared on behalf of the applicant, seeking relocation of existing projecting sign to its new location at George and Water Streets. The existing sign at 229 Water Street is a projecting sign, but will be installed flush on the

5. NEW BUSINESS

- a. Site Alteration Permit for Signage at 370 Water Street--Grace Bridal Boutique - (Continued)

parapet facing Water Street and another similar sign will be added facing George Street. The existing sign is aluminum, steel, and wood, and the new sign will be aluminum, plastic, and vinyl and slightly larger. Overall, the new sign will look very similar to the original sign, except that the "Bridal Boutique" language will be within the oval, rather than below it.

It was moved by Commissioner Mueller, seconded by Commissioner Sanders, to approve the Site Alteration Permit for signage as presented. Approved unanimously.

6. UNFINISHED BUSINESS

- a. Election of Officers - Chair, Vice-Chair and Secretary

Chair Barnard asked that someone else consider serving as Chair for the upcoming year. After discussion, Chair Barnard nominated Sanders to serve as Chair, seconded by Commissioner Roden. Approved unanimously.

Commissioner Roden nominated Mueller to serve as Vice-Chair, seconded by Commissioner Sanders. Approved unanimously.

Commissioner Mueller nominated Barnard to serve as Secretary, seconded by Commissioner Meyer. Approved unanimously.

- b. Review of By-Laws

The Commission reviewed the By-Laws and discussed attendance requirements. In Article X, last sentence, the Commission discussed revising the last sentence to read: "Failure of any member to attend two or more successive meetings without such prior notification, or four or more absences within any calendar year with or without such prior notification, may be subject to review by the Commission and could be grounds for a recommendation to the Council to remove that member from the Commission.

It was moved by Commissioner Mueller, seconded by Commissioner Howell to amend the By-Laws as set forth above. Approved unanimously.

6. UNFINISHED BUSINESS

b. Review of By-Laws

Fuchs had not yet received guidance from the City Attorney on whether a provision for an advisor could be added to the By-Laws.

It was moved by Commissioner Sanders, seconded by Commissioner Meyer, to continue consideration of the By-Laws to the next Commission meeting so Fuchs can confer with City Attorney on adding a provision to By-Laws for advisor. Approved unanimously.

c. Finalize Commission Goals and Objectives for 2010

The Commission discussed adopting the following objectives under Strategy 1, Preservation Goal: "Revisit list of priority homes and address letters to homeowners regarding potential designation" and "Continue to pursue designation of the old Excelsior High School building."

Strategy 2 should read "Educate the community about the process for establishing a residential historic district." Redesignate Strategy 4 as 3 and restate: "Advance a demolition by neglect ordinance to the Planning Commission," with two objectives: "Prepare a draft demolition by neglect ordinance" and "Raise awareness of the threatened Seifert House." Barnard agreed to work on the ordinance with Caron.

Under Education Goal, the objectives for a Continued training session and Century Home should be continued for 2010, and the Comprehensive Plan objective removed, as it was achieved.

Under Strategy 2, the objective should be changed to "Work with the City on the content of the HPC web site."

The Strategy and objectives for the Capacity Goal should be continued for 2010. Fuchs, Meyer and Sanders agreed to continue the work on an HPC handbook.

The Commission agreed to review and finalize the new goals and objectives at the next meeting.

d. Code of Conduct and Decorum for Appointed Officials

Information only. No action required.

7. COMMUNICATIONS AND REPORTS

Barnard reported that she had spoken with a Minnetonka School Board representative regarding potential designation of the old high school. The next step in the process is to notify the School Board that the HPC would like to pursue designation. Barnard offered to prepare a draft letter, highlighting the request in the context of Excelsior as the historic "main street" of the district.

Fuchs noted that there will be a March 22 joint Council and Planning Commission meeting to discuss the future of the Galpin Lake properties.

Caron urged Commission members to send a message to their State representatives supporting establishment of an historic rehabilitation tax incentive program, which is a feature of the current jobs legislation.

8. ADJOURNMENT

It was moved by Commissioner Mueller, seconded by Commissioner Howell, to adjourn. Approved unanimously. Adjourned at 8:14 p.m.

Respectfully submitted,

Betsy Barnard  
Secretary