

City of Excelsior
Heritage Preservation Commission
Minutes
Tuesday, June 21, 2011

1. CALL TO ORDER/ROLL CALL

Chair Sanders called the meeting to order at 7:06 p.m.

Commissioners Present: Bipes, Finch, Meyer, Mueller, and Chair Sanders

Commissioners Absent: Bolles, Roden

Also Present: City Planner Fuchs and Advisor Caron

2. APPROVAL OF MINUTES

a. Heritage Preservation Commission Meeting of May 17, 2011

It was noted that in the Roll Call section of the minutes, there should be a comma between Roden and Sanders.

It was moved by Commissioner Mueller, seconded by Commissioner Meyer, to approve the minutes as corrected. Approved unanimously.

3. CITIZEN REPORTS or COMMENTS

Rod Schalberg and Marlowe Peterson, representing the IOOF, presented their final plan for the rear of the building, including the proposed window design.

Sanders reported that she and Caron had met with the IOOF representatives on site to review and comment on the proposed windows. New paned windows replicating the older windows that had been removed would be fabricated and installed, a new storm window would be installed over the existing rear storefront window, and new transoms would be installed over the two rear doors. To ensure that the Commission was fully informed of the proposal that was the subject of a prior Heritage Preservation Commission (HPC) Site Alteration Permit approval, the applicants were asked to report back at this meeting. All Commissioners were agreeable to the final plan.

The Commission discussed the importance of any on-site reviews with Commission representatives and applicants to be clear on the specific requirements/conditions established by the Commission and the limited nature of the discretion granted and that the requirements be restated in writing to make sure that any applicant follow-up is consistent with the overall direction of the Commission.

4. MISCELLANEOUS/COMMISSIONER'S COMMENTS

a. Recent City Council Actions

Planner Fuchs reported that interviews with the candidates to fill the vacancy on the City Council will occur tomorrow. The Council discussed Maynards and BayView outdoor music noise concerns, approved a setback at 153 West Lake Street, and considered a request by MN Outboard to defer certain development application fees associated with the Galpin Lake Road properties.

5. NEW BUSINESS

None

6. UNFINISHED BUSINESS

At the request of the Chair, it was moved by Commissioner Mueller, seconded by Commissioner Finch, to reverse the order of items a. and b. under Unfinished Business. Approved unanimously.

b. Demolition by Neglect Ordinance

Sanders reported on the meeting with the Planning Commission to discuss the proposed demolition by neglect ordinance. She stated that the draft ordinance received a difficult reception from several Planning Commission members, having less to do with the ordinance itself and more to do with a lack of understanding of the HPC's role and processes. Accordingly, the HPC will need to determine how to move forward with the ordinance, and also seek to address general issues with the Planning Commission's lack of understanding of the HPC's processes and ordinance standards.

Sanders agreed to meet with the Planning Commission Chair to discuss how the Commissions can strive to work together better. Finch and Mueller agreed to meet, with assistance from Caron, to develop talking points and a description of the factual background for the demolition by neglect ordinance and the reasons why it is needed in Excelsior.

a. Goals and Objectives for 2011

It was reported that Roden and Sanders had been asked to serve on a library advisory committee consisting of 11 members, which will hold its first meeting in July. Discussion of the remaining goals and objectives were continued to the July meeting.

7. COMMUNICATIONS AND REPORTS

a. Site Alteration Permits Administratively Approved

Fuchs reported that 219 Water Street had received approval to repaint the rear of the building in the same white color. He also reported that 370 Water Street had just submitted a concept drawing for My Little One Children's Boutique signage, but no application had been submitted. Also, The Bungalow Beachwear signage was currently under review for 229 Water Street and there might be the potential for repainting the rear building trim in the same bronze color as the new front trim.

Fuchs also reported that the City had received an inquiry about potentially painting the side of the Dock Cinema building with a mural. The Commission discussed that any mural would need to be compatible with the Streamline Modern character of the building. Meyer and Sanders agreed to meet with Fuchs for a preliminary review of the proposed mural design before it was presented to the full HPC.

The Commission also discussed establishing informal guidelines for when last minute review should be allowed by City staff, particularly in light of the recent review of the proposed shaved ice concession in the Commons. The Commission gave some informal guidance to staff as to when last minute items might be appropriate, but in general asked that permit information be provided in advance of the meeting for any significant Site Alterations so that Commission members have the opportunity to conduct a site visit, review ordinance standards, and perform due diligence.

b. Next Meeting - Tuesday, July 19, 2011

Information only.

8. ADJOURNMENT

It was moved by Commissioner Mueller, seconded by Commissioner Meyer, to adjourn. Approved unanimously. Adjourned at 9:07 p.m.

Respectfully submitted,

Steve Finch
Secretary