

City of Excelsior
Heritage Preservation Commission
Minutes
Tuesday, October 18, 2011

1. CALL TO ORDER

Chair Sanders called the meeting to order at 7:18 p.m.

2. ROLL CALL

Commissioners Present: Bolles, Finch, Meyer, Sanders, Mueller, Roden,

Commissioners Absent: Advisor Caron

Also Present: City Planner Richards

3. APPROVAL OF MINUTES

a. Heritage Preservation Commission Meeting September 20, 2011

Noted corrections included:

- Page 1 – 3(a) – corrected Bolles name
- Page 2 – 5(a) – insert “in” between “parking” and “the” in last bullet point
- Page 5 – 6(a) – changed vote to 5/1
- Page 7 – 7(a) – changed vote to 5/1

Discussion ensued concerning:

- Procedures related to Findings of Fact
- Submission of a proposed written attachment to the minutes presented by Commissioner Bolles

The Commission determined by general consensus that Findings of Fact are typically not prepared if an issue is approved, but are prepared if an issue is denied.

It was moved by Commissioner Bolles, seconded by Commissioner Roden, to include the three pages presented by Commissioner Bolles in the minutes. Vote failed by a vote of 3/3 with Commissioners Finch, Mueller, and Meyer voting Nay.

It was moved by Commissioner Mueller, seconded by Commissioner Finch to approve the minutes with the noted corrections. Approved 5/1, with Commissioner Bolles voting nay.

4. CITIZEN REPORTS or COMMENTS

None.

5. MISCELLANEOUS/COMMISSIONER’S COMMENTS

a. Recent City Council Actions

Richards stated there were no City Council actions to report.

5. MISCELLANEOUS/COMMISSIONER'S COMMENTS

- b. Chair Sanders confirmed the resignation of Commissioner Bipes. She has no further information about possible replacements.

The Commission discussed the hour long joint meeting with the Planning Commission which immediately preceded this meeting. Advisor Caron presented the legal and ordinance basis for Heritage Preservation Commission's and the general guidelines governing HPC's actions. There was discussion of the manner in which the Excelsior HPC and Planning Commission work in their respective areas. There was a positive response to the joint meeting.

6. NEW BUSINESS

- a. There was a discussion of the Statewide Historic Preservation Conference in Faribault, MN, September 23 & 24th. Commissioners Bolles, Finch, Meyer and Chair Sanders attended. It was discussed and agreed that it would be a good practice for the attendees to produce a written report for the use of those not attending and for future reference. All attendees, except for Bolles, agreed to do so. Bolles had not taken sufficient minutes to write a report because he did not know one would be required.

7. UNFINISHED BUSINESS

- a. The next meeting of the Commission should consider:
- Possible changes to the Historic District which have been held up for quite a period of time.
 - Possible liaison to the Planning Commission
 - Demolition by Neglect ordinance
 - Possibility of declaring portions of Excelsior Elementary School as historic.

8. COMMUNICATIONS and REPORTS

- a. Site Alteration Permits Administratively Approved

212 Water Street, Martins Clothing, was issued a permit to replace their awning.

- b. City Planner Richards reported that Liz Stockman of his office is working as Interim City Planner.

8. COMMUNICATIONS and REPORTS

- c. Richards reported on actions taken by Otsego, MN when there was an historic house to be removed. These actions were taken under the authority and guidance of Otsego's Heritage Preservation Program.
- There was a determination to deconstruct the house, determine its actual age, and document its condition and historical elements. The City hired a professional to do an autopsy of the house at a cost of approximately \$5,000. There was careful documentation of the interior and exterior of the house with photographs, notes and other documentation. There was an open house with community volunteers doing much of the work under the supervision of the professional. One element of information was that the house was found to be 30 years younger than had originally been thought.
 - In conjunction with the possible demolition of the historic house at 712 Galpin Lake Drive in Excelsior, Richards will take action to coordinate with the owner of the house as well as research professional and Preservation Alliance help with an intention to determine if Excelsior can take similar action as did Otsego.

9. ADJOURNMENT

It was moved by Commissioner Roden, seconded by Commissioner Bolles, to adjourn. Approved unanimously. Adjourned at 9:00 p.m.

Respectfully submitted,

Steve Finch
Secretary