

City of Excelsior
Heritage Preservation Commission
Minutes
Tuesday, March 19, 2013

1. CALL TO ORDER

Vice Chair Mueller called the meeting to order at 7:01 p.m.

2. OATH OF OFFICE

Mayor Gaylord administered the Oath of Office to Connie Brabec, Melinda Nelson, Doug Schmidt, and Mark Macpherson.

3. ROLL CALL

Commissioners Present: Brabec, Bolles, Finch, Macpherson, Mueller, Nelson, and Schmidt

Advisor Absent: Caron

Also Present: City Planner Braaten

4. APPROVAL OF MINUTES

a) Heritage Preservation Commission Meeting February 26, 2013

It was moved by Bolles, seconded by Macpherson to approve the minutes. Approved unanimously.

5. MISCELLANEOUS/COMMISSSIONER'S COMMENTS

It was moved by Finch, seconded by Macpherson to move items 6 a) and 7 a), Site Alteration Permits for 229 Water Street and 2345 Water Street earlier in the agenda as a courtesy to the applicants, who were in the audience. Approved unanimously.

6. NEW BUSINESS

a) Site Alteration Permit for a new sign for the rear of 229 Water Street – The Sign Age.

The Sign Age has applied for a Site Alteration Permit on behalf of Brittany Reger/Big Island Swim and Surf to install an awning with signage on the rear **façade of the building**. Alisa Butler, The Sign Age, presented the application to replace the rear awning with a new one, with all the details in the staff report.

It was moved by Finch, seconded by Macpherson to approve the Site Alteration Permit as submitted. Approved unanimously.

7. OLD BUSINESS

- a) Site Alteration Permit for Exterior Alterations at 234 Water Street – Bart and Wend Baker dba Capers.

Commissioner Bolles recused himself and moved into the audience for this item.

City Planner Braaten briefed the Commission on the background of this item and a memo from him concerning the results of the subcommittee which had met with Mr. Baker and Planner Braaten at the property.

Bart Baker submitted a cover letter, an email from Brian Kelly of the Acme Awning Company, a photograph of the pre-existing front façade details, and an invoice from the Acme Awning Company dated April 6, 2012. Mr. Baker requested that the HPC take into consideration the information provided by the awning company which indicates the difficulty in anchoring the awning/canopy to the existing building and allow the awning/canopy to remain in its current location and configuration.

After considerable discussion and review of the situation to date, to bring the three new Commissioners as up to date as possible, a motion was made to continue this item to the May meeting and request an opinion from another sign company and a visit from one or more sign companies to determine the options available for this property. Staff is to provide a specific list of questions to Mr. Baker that need to be answered by the additional sign companies.

It was moved by Macpherson and seconded by Schmidt. Approved unanimously.

5. MISCELLANEOUS / COMMISSIONER'S COMMENTS

- a) Recent City Council Actions:

Braaten briefed the Commission on the following City Council actions:

Council considerations/discussions: Work session on March 18 considering the City's Long Term Financial Plan; consideration of installing a roundabout in the intersection by Maynards; Facility options when the current Hennepin County Library space is vacated; and Fee structure; along with the Planning Commission consideration of sustainable building practices for smaller lots while allowing more hard cover coverage of those lots; considering modifying parking for head in parking on Water Street and extending from Lake Minnetonka to County Road 19.

Council approved: Farmer's market location – intention to close Water Street between 2nd and 3rd Streets for the first 6 weeks of the Farmer's Market and

5. MISCELLANEOUS / COMMISSIONER'S COMMENTS

a) Recent City Council Actions – (Continued)

putting the Farmer's Market on Water Street; Including food trucks in the Farmer's Market; Pedicab operation in Excelsior.

Other Staff Issues:

Braaten also briefed on the decision to build the force main from Greenwood to Division Street in the summer of 2013, and completing it from Division Street to Beehrle Avenue in the summer of 2014, and that the Brandow building at the corner of Water and 2nd Street has received approval for a Site Alteration Permit, and design review. Everything is approved, but no permits have been requested to begin work on the building.

6. NEW BUSINESS

b) Schedule Joint Work Session with the City Council

The City Council has requested a joint meeting on May 6th. Vice Chair Mueller is not available, Commissioners Finch and Macpherson were unsure of their availability. Braaten is to contact them to determine whether to schedule the joint meeting on that date or another one.

Open meeting training, as well as State HPC training also needs to be scheduled.

7. UNFINISHED BUSINESS

b) Exploring Grant Funds for Oak Hill Cemetery

c) Possibility of Historically Designating Portions of Excelsior Elementary School

Due to the amount of work done on this issue by former Chair Sanders, it was moved by Macpherson and seconded by Finch to continue this item to the May meeting, depending on the availability of former Chair Sanders to attend the meeting. Approved unanimously.

8. ANNUAL MEETING

a) Election of Officers – Chair, Vice-Chair, and Secretary

It was moved by Bolles to nominate Mark Macpherson for Chair of the HPC. The motion failed due to the lack of a second.

b) Review of By-Laws

c) Goals and Objectives for 2012

d) Code of Conduct and Decorum for Appointed Officials

8. ANNUAL MEETING – (Continued)

It was moved by Macpherson and seconded by Finch to continue the annual meeting to the May 2013 meeting. Approved unanimously.

9. COMMUNICATIONS and REPORT

a) Designate Liaison for Planning Commission Meeting – April 2, 2013

Liaison for Planning Commission Meeting on April 2, 2013 was Commissioner Schmidt.

b) Site Alterations Administratively Approved

There were no Site Alteration Permits Administratively Approved.

c) Next Meeting - Tuesday, April 16, 2013

10. ADJOURNMENT

It was moved by Macpherson, seconded by Schmidt, to adjourn. Approved unanimously.

Adjourned at 9:00 p.m.

Respectfully submitted,

Steve Finch
Secretary