

City of Excelsior  
Hennepin County, Minnesota

Minutes  
Heritage Preservation Commission Meeting

Tuesday, March 22, 2022

1. CALL TO ORDER/ROLL CALL

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

Commissioners Present: Bolles, Brattland, Caron, Hartwich, Salita, Tyler

Commissioners Present Remotely: Noll (Travelling)

Commissioners Absent: None

Also Present: City Attorney/Assistant City Manager Staunton

2. AGENDA APPROVAL

Caron proposed an amendment of the agenda to add items 5(d) (Reviewing Options for Signage in the Downtown Historic District) and 5(e) (discussion of work sessions), postponement of item 6 (Annual Meeting), and delete item 8(e) (Community for the Commons Updates) and moved the approval of the agenda as amended. Brattland seconded. Motion passed 6/1 (Hartwich voting nay).

3. APPROVAL OF MINUTES

a) HPC Meeting, February 15, 2022 – Caron proposed to amend the minutes at page 2 under item 6(c) to provide that the motion reflected therein was to get a proposal from the historic preservation firm former Commission Chair McPherson recommended to conduct a forensic exam of the WPA era ballfield seating and adjacent stairs and moved approval of the Minutes as amended. Hartwich seconded. Motion passed 7/0.

b) HPC Special Meeting, March 8, 2022 – Commissioner Caron noted a misspelling of the name of the consultant retained by the Commission and, with an amendment to correct that misspelling, moved approval. Brattland seconded. Motion passed 7/0.

4. CITIZEN REPORTS OR COMMENTS – There were no Citizen Reports or Comments.

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5. NEW BUSINESS

- a) 634 Third Avenue Site Alteration Permit Extension (HPC No. 22-03) – Caron moved to extend the existing Site Alteration Permit for an additional 12 months and to amend the Permit to allow the horizontal siding to run all the way up with a reveal similar to what is shown in the historic photo. Brattland seconded. Motion passed 7/0.
- b) 300 Water Street Sketch Plan Review (HPC No. 22-04) – Representatives of the owner of 300 Water Street appeared and provided an overview of their proposed plans for redevelopment of the property. HPC members provided informal feedback.
- c) 10 Water Street Sketch Plan Review (HPC No. 22-05) -- Representatives of the owner of 10 Water Street appeared and provided an overview of their proposed plans for redevelopment of the property. HPC members provided informal feedback.
- d) Reviewing Options for Signage in the Downtown Historic District. The Commission discussed three options for signage provided by staff in the Excelsior Commercial Historic District as a follow up to its discussion of this matter at its February 15, 2022 meeting. After discussion, Brattland moved to direct staff to pursue the third option (with appropriate brackets) and appoint a subcommittee consisting of members Caron, Noll, and Bolles to work with staff to determine the appropriate number of signs and details on the brackets and posts. Caron seconded. Motion passed 7/0.
- e) Working Sessions. Chair Tyler explained the reason for scheduling regular working sessions in advance of each meeting. Salita moved to schedule a special work session to conduct training on the Open Meeting Law, Data Practices Act, and Quasi-Judicial Decision Making. Brattland seconded. Motion passed 7/0.

6. ANNUAL MEETING – The Annual Meeting was continued until the Commission’s April 26 meeting.

7. UNFINISHED BUSINESS – There was no unfinished business.

8. COMMUNICATIONS and REPORTS

- a) Next City Council Meeting – April 4, 2022 – Staunton provided a preview of items that will be in front of the City Council at its April 4, 2022 meeting.
- b) Next HPC Meeting – April 26, 2022 – Staunton provided a preview of items that would be part of the Commission’s next meeting.
- c) Administrative SAP Approvals – Staunton reported that no administrative approvals had been granted since the Commission’s last meeting.

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- d) Recent City Council Actions – Staunton provided an overview of items that had been considered by the City Council at its recent meetings.
  - e) Community for The Commons Updates – This item was cancelled by the Commission.
  - f) Other Updates – Commissioner Caron updated the Commission on the efforts to better understand the history of the ballpark seating, citing Commission Bolles’ outreach to those who had worked on the project and his discussions with the City Manager regarding engaging McDonald and Mack to conduct forensic research. Staunton updated the Commission on the status of the City’s consultant’s efforts on evaluating the various city resources pursuant to a grant from SHPO.
9. Future Agenda Items – there were no further future agenda items discussed.
10. ADJOURNMENT – Salita moved and Brattland seconded to adjourn. Motion passed 7/0.

The meeting was concluded at 9:06 PM.

Respectfully submitted,

Kevin Staunton  
City Attorney/Assistant City Manager