

City of Excelsior
Hennepin County, Minnesota

Minutes
Heritage Preservation Commission Meeting

Tuesday, October 19, 2021

1. CALL TO ORDER/ROLL CALL

Interim Chair Salita expressed sadness for the death of Commissioner Steve Finch and appreciation for his commitment to the HPC and condolences to his family. Salita called the meeting to order at 6:30 p.m.

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

Commissioners Absent: Brabec

Also Present: Community Development Director Mullin

2. AGENDA APPROVAL

Items were added to the agenda: Mullin requested to add Resolution to Deny SAP, 366 Water St. as Item 5.h. Tyler made Motion to amend agenda, Hartwich seconded. Motion carried 5/0. Motion made to approve the agenda with amendments. Seconded. Motion carried 5/0.

3. APPROVAL OF MINUTES

a) October 5, 2021

Bolles requested we add that Hartwich was seated at the beginning of the meeting. Also, on p. 5, change "reach out" to "respond". And, for Item f, Caron made the motion and Bolles seconded. Caron clarified that Item d was continued. Hartwich clarified

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Item d, there's a subcommittee of Tyler and Bolles.

Caron made motion to approve the minutes as corrected; Tyler seconded. Motion carried 5/0.

4. CITIZEN REPORTS OR COMMENTS

5. DISCUSSION ITEMS

a) **366 Water Street Site Alteration Permit (HPC No. 21-231)**

Mullin presented the report. Subcommittee presented their information. The Applicant presented information and answered questions.

Motion made by Caron and seconded by Tyler to approve the SAP, with plans dated September 28, 2021, with the following clarifications and conditions:

- Applicant will submit updated plans, reflecting the SAP approved on October 19, 2021, to be reviewed and approved by the HPC or subcommittee.
- Plans will show materials for east side deck posts and railing.
- Plans will show siding and trim boards will be of solid wood.
- The two windows on west elevation, first floor, closest to the front, shall be double hung and may have opaque glass.
- Doors on front elevation shall be those previously approved – the multipane doors are not permitted.
- Single pane transoms shall be installed above the front double doors.
- Transom above front single door is removed and siding shall blend with that of exterior wall.
- Plans shall show windows to be clad and off white.
- Plans shall show structure to be painted white.
- Plans shall show shingles and gables to be cedar and painted.

Conditions:

- The Applicant shall provide an updated survey with previously proposed addition removed, proposed exterior staircase added, second story east side deck identified, and all utilities located, including the sewer line that crosses the property.
- The Applicant shall provide a landscaping and parking plan for review by the HPC.
- The rear staircase, foundation encroachment to square off cantilevered second story, and side deck with 10 feet width is approved subject to city staff review and approval.
- City staff will verify, to the satisfaction of the HPC subcommittee, and provide that verification to the HPC, of removal of non-approved footings, including the two “horseshoe” footings under the east side deck and the footings at the back of the property originally installed for the proposed garage and two-story addition.
- If the City determines that the structure must be altered due to the encroachment into the sewer easement, and that alteration impacts the design or size of the structure, the Applicant shall submit those plan alterations to the HPC with a new Site Alteration Permit.
- The Applicant shall determine whether the footings installed for the east side deck with the width of 14 feet can be repurposed for the 10 foot deck; if not, they shall be removed.
- The exterior staircase shall be reviewed for compliance with fire code.
- The Applicant shall secure all necessary permits including Building Permit.

Motion approved 5/0.

b) **371 Water Street Site Alteration Permit (HPC. No. 21-27)**

The subcommittee presented an update – Hartwich, Caron, Bolles.

HPC gave concept approval at last meeting. Tonight, Applicant bringing more info tonight to answer HPC questions.

Permanent sign must come back to HPC with a Site Alteration Permit.

Any exterior changes, different from what's been presented, must come before HPC with a new SAP.

Caron made motion to approve exterior painting scheme and details for repair/maintenance presented. Hartwich seconded. Approved as submitted and clarified 5/0.

c) **31 Water Street Site Alteration Permit (HPC No. 21-22)**

Subcommittee update. Need a comprehensive sign plan to be done for this building. Need from staff total sign square footage permitted. (If entire wall were painted would it exceed the permitted sign size.)

Caron made motion to continue to next meeting. Bolles seconded. Carried 5/0

d) **HPC Goals Prioritization Exercise**

Commissioners will send prioritized goals to staff.

e) **Plaque honoring Mark McPherson**

Direction to staff to get plaque made.

f) **Code Enforcement information from State Preservation Conference – Commissioner Caron**

Continued to next meeting.

g) **Resolution #21-24 for 6 3rd Street Site Alteration Permit Amendment**

Continue to next meeting. Review originally approved plans before approving amendment. Caron moved to continue. Tyler seconded. Approved 5/0.

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h) **Resolution #21-09 for 366 Water Street, SAP Amendment denial**

Made amendments to draft resolution. Salita moved to approve draft resolution with amendments. Tyler seconded. Motion passed: 4 approve and 1 abstention (Hartwich).

6. COMMUNICATIONS and REPORTS

- a) City Council Meeting – Monday, November 1, 2021
- b) Next HPC Meeting – Tuesday, November 16, 2021
- c) Administrative Site Alteration Approvals
- d) Recent City Council Actions
- e) Community for the Commons Updates
- f) Other Updates

Bob Bolles added to 366 Water Street subcommittee.

7. ADJOURNMENT

Motion made and seconded to adjourn the meeting at 9:15 p.m. Motion carried 5/0.

Respectfully submitted,

Julia Mullin

Community Development Director

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