

Meeting Minutes - Draft

Heritage Preservation Commission

Thursday, March 16, 2017

4:30 PM

Council Chambers

I. Call to Order and Approval of Agenda

Also Present: Scott Tempel - City Planner, Logan Ledman - Youth Member, Barb Neitzel - Recording Secretary

A motion was made by Board Member Thomas, seconded by Evans, to approve the March 16, 2017 HPC Agenda with the addition of an advisory review of a sign at 305 Division Street. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member Lutz, Board Member Thomas and Board Member Mohring

II. Approval of Minutes

1. [17-716](#) February 16, 2017 HPC Minutes

Attachments: [02-16-17 HPC Minutes](#)

A motion was made by Board Member Lutz, seconded by Board Member Thomas, to approve the February 16, 2017 HPC Minutes. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member Lutz, Board Member Thomas and Board Member Mohring

III. Unfinished Business

2. [17-717](#) Recommend expansion of Northfield Historic District

Attachments: [Northfield Commercial Historic District Survey](#)
[Historic District Map](#)

Chair Menard reported on the timeline and opportunity to vote on the expansion of the historic district and forward to the Planning Commission for review who will then forward it to the City Council for a final decision.

B. Evans questioned the process used to issue a Certificate of Appropriateness for the Library Renovation Project and whether Library Staff was aware that it would/could change their classification from contributing to non contributing and remove them from the historic district. Staff stated the HPC reviewed the plans several times and made various changes before sending it to the Planning Commission. All approvals were within the standard guidelines. He also had a conversation with the Library Director who was not aware of the change to a non contributing status or removal from the historic district but stated that she opposes being removed from the district.

A lengthy discussion ensued regarding whether the Library site should be included in the district boundary and if the HPC had the authority to amend the recommendation of the consultant to remove it. Staff added the non contributing status is out of their purview since it has already been approved by the State Historic Preservation Office.

R. Lutz felt the integrity of the building is gone along with historical elements being sacrificed.

S. Mohring disagreed stating he felt it was a sensitive addition done in a way that was aesthetically pleasing and passionately done but not "fake" old. The Division Street side still portrays that it is a Carnegie Library.

The commission agreed to recommend retaining the Library site in the historic district and also agreed they need to be more cautious of future renovation proposals brought before them to ensure there is more sensitivity to restoring historical elements. Chair Menard suggested having a representative from the State Historic Preservation Office speak with the commission regarding this issue.

Staff noted he will forward the recommendation to the Planning Commission and suggested more outreach and publicity prior to being reviewed by the City Council.

A motion was made by Board Member Lutz, seconded by Board Member Thomas, to make a recommendation to the City Council to incorporate the changes to the Northfield Historic District recommended in the 2016 resurvey project with the exception of retaining the 210 Washington Street Northfield Library in the historic district. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member Lutz, Board Member Thomas and Board Member Mohring

V. Reports and Discussion Items

Staff brought forward a sign permit request from the owners of 305 Division Street. He noted this building is not within the historic district but is adjacent to it.

The HPC agreed it met all guidelines with the exception of the use of a serif font.

A motion was made by Board Member Thomas, seconded by Evans, to approve the sign request for 305 Division Street with the exception of the lack of the font choice and a request to have it changed to a serif font. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member Lutz, Board Member Thomas and Board Member Mohring

- a) Commissioner Comments and Reports**
- b) Staff Updates and Reports**
- c) Comments from the Chair**

Staff reported on the status of the Northfield Armory which has excellent historic integrity but will not be listed on the National Register of Historic Places. The upper level already has occupants living in it and the owner will not be looking for tax credits.

B. Evans stated the Celebration of Preservation column will now be run the third week of the month. She will be speaking on historic preservation at the AAUW and will also lead a two hour historic walk for Carleton for the reunion of the eastside home district on June 16th.

A. Thomas and S. Mohring will work on creating a brochure/leaflet for owners outside of the historic district considering design changes.

VI. Adjournment

A motion was made by Board Member Mohring, seconded by Board Member Thomas, to adjourn the meeting at 6:13 p.m. The motion carried by the following vote:

Yes: 5 - Board Member Menard, Evans, Board Member Lutz, Board Member Thomas and Board Member Mohring