

## Meeting Minutes - Draft

### Heritage Preservation Commission

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Thursday, May 31, 2018

4:30 PM

Council Chambers

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#### I. Call to Order and Approval of Agenda

*Present: Jason Menard, Barbara Evans, Alice Thomas, Randy Lutz, Stephen Morhring*

*Absent: Cliff Clark, Dan O'Leary*

*Also Present: Scott Tempel - City Planner, Logan Ledman - Youth Member, Josh Drivdahl - FreeTime Restaurants, Dave Medin - DJ Medin Architects, Chris Knelley - Northfield Construction, Brett Reese - Rebound Enterprises, Dr. Mike Stroebel - Cannon Valley Veterinarians, Barb Neitzel - Recording Secretary*

*Chair Menard added a new item - 512 Division Street Rehabilitation - to the agenda.*

**A motion was made by Board Member Thomas, seconded by Board Member Lutz, to approve the May 31, 2018 HPC Agenda as amended. The motion carried by the following vote:**

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

#### II. Approval of Minutes

1. [18-291](#) May 3, 2018 HPC Minutes

**Attachments:** [05-03-18 HPC Minutes](#)

**A motion was made by Board Member Evans, seconded by Board Member Mohring, to approve the May 3, 2018 HPC Minutes. The motion carried by the following vote:**

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

#### III. Unfinished Business

2. [18-292](#) Reunion - 501, 503, & 505 Division Street Rehabilitation Project

**Attachments:** [Northfield HPC - Reunion - Project Narrative](#)

[Northfield HPC - Reunion - Exterior Color Illustration May 23](#)

[Northfield HPC - Reunion - Exterior Elevations](#)

[Northfield HPC - Reunion - Historical Photos](#)

*Staff noted the owners of 501, 503 and 505 Division Street are asking for the HPC to approve a Certificate of Appropriateness for the Reunion Project.*

*Josh Drivdahl gave an update on the following rehabilitation details:*

- No brick will be painted
- Awnings will be removed with the exception of the corner door
- Storefronts and windows will be replaced with metal clad Marvin Monumental windows
- Color choice for trim, storefronts and window frames will be Gunmetal and Ebony with lighter accents
- Gooseneck lighting will illuminate the doorways and entryway
- Patio fencing will match other areas of downtown
- Minor brick repairs
- Stucco will remain and be repainted

*The HPC spoke in favor of the proposed changes with the exception of the predominance of the darker paint color on the trim that will hide the architectural details.*

**A motion was made by Board Member Thomas and seconded by Board Member Lutz to approve the Certificate of Appropriateness with the exception of the paint color on the bulkhead cornices, building cornices and door entrances. The motion carried by the following vote:**

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

#### **IV. New Business Items**

##### **512 Division Street Rehabilitation**

*Staff reported on a request for a Certificate of Appropriateness at 512 Division Street which includes an extensive renovation and expansion of the existing veterinary office into a vet clinic. All proposed changes meet the HPC guidelines and honor the historic nature of the building.*

*Dave Medin provided details related to the renovation of the two apartments, addition to the back of the building that will be used for internal storage, improved pedestrian walkway and a new pet care area.*

*The HPC approved of all proposed changes.*

**A motion was made by Board Member Evans, seconded by Board Member Lutz, to move to extend the Certificate of Appropriateness to the Stroebe Veterinarian Clinic. The motion carried by the following vote:**

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

#### **V. Reports and Discussion Items**

*B. Evans stated she completed historical walking tours in May and also taught a collegium class on Northfield Architecture.*

*The commission discussed local designation of historic homes in Northfield. B. Evans will send staff a list of potential homes she has compiled.*

*It was also determined that a standard plaque template for historic buildings should be included in the revised signage language.*

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

## **VI. Adjournment**

*The meeting adjourned at 6:03 p.m.*