

## Meeting Minutes - Draft Heritage Preservation Commission

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Thursday, April 4, 2019

4:30 PM

Council Chambers

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### Roll Call

*Also Present: Scott Tempel - City Planner, Jim Bohnhoff, Josh Drivdahl - Reunion, Dan O'Leary - Restoration Services, Inc., Mike Strobel - Cannon Valley Veterinarians, Barb Neitzel - Recording Secretary*

**Present:** 6 - Jason Menard, Barbara Evans, Alice Thomas, Stephen Mohring, Clifford Clark and Jan Gilblom

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

*Chair Menard asked to move Unfinished Business after New Business Items.*

**A motion was made by Board Member Evans, seconded by Board Member Clark, to approve the April 4, 2019 HPC Agenda as amended. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

1. [19-804](#) March 7, 2019 HPC Minutes

**Attachments:** [03-07-19 HPC Minutes](#)

### II. Approval of Minutes

**A motion was made by Board Member Thomas, seconded by Board Member Evans, to approve the March 7, 2019 HPC Minutes. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

### IV. New Business Items

2. [19-805](#) Sign permit for Reunion

**Attachments:** [1 - Northfield HPC - Reunion - Exterior Signage Narrative April 2019](#)

*Staff stated the two projecting signs meet the requirements.*

*Josh Drivdahl, Reunion, noted the letters on the sign are placed from the bottom up to work with the image of their logo. He asked the HPC to recommend a color based on the five options provided. He also requested direction on the placement of the sign on the 5th Street side.*

*The HPC preferred the red and gold sign colors but asked that the red have more of a*

rust tone. They also determined the sign on the 5th Street side should be located behind the first window (Option 2).

**A motion was made by Board Member Thomas, seconded by Board Member Mohring, to approve the proposed signs and color as agreed upon and recommend Option 2 for the location of the sign on the North side of the building. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

3. [19-806](#) Sign Permit - 502 Division

**Attachments:** [1 - 502 Sign Renderings](#)

*Staff noted the projecting sign had raised letters but no raised border. He recommended approval of the sign.*

*The HPC questioned the font on the projecting sign which seemed hard to read. Jim Bohnhoff stated he would clean it up to be more legible.*

*Concerns were also raised regarding the wall sign stenciled on the stucco versus on an attached wall board. J. Bohnhoff stated he would bring this issue up to the owner. He added the stucco would need to have the holes filled and be repainted.*

*The HPC agreed to wait and have a subcommittee approve the sign once the font is updated.*

**A motion was made by Board Member Mohring, seconded by Board Member Gilblom, to defer this item to subcommittee pending review of an updated font. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

4. [19-807](#) Advisory Sign Review for Take Five Guitars

**Attachments:** [1 - Sign Renderings](#)

*Staff stated this sign review is advisory only since the building is adjacent to the Historic District. It does not meet historic guidelines.*

*The HPC and Staff felt it would be more appropriate as a projecting sign. J. Bohnhoff stated he would examine this request and consult with the owner.*

*B. Evans added the blinking "Open" sign does not follow the sign regulations.*

5. [19-808](#) Discussion on 512 Division - Garlie Vet (Northstar Hotel) Building renovation

**Attachments:** [1 - Reconstruction Proposal](#)

*Staff stated the owners have encountered problems during the renovation of the building at 512 Division Street and would like to change the original scope of the project.*

*D. O'Leary and Mike Strobel explained that, due to poor construction and deterioration over time, they are proposing to disassemble the front facades, salvage the reuse the*

*brick and other materials, and reconstruct the building according to the secretary of the interior's standards and guidelines.*

*The HPC spoke in favor of the proposed changes. They thanked them for their efforts to save this historic building.*

**A motion was made by Board Member Thomas, seconded by Board Member Mohring, to allow the project to proceed with the extended scope. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

### **III. Unfinished Business**

*Chair Menard reported on a letter he drafted to the Mayor and City Council related to concerns about the Accessory Dwelling Unit Ordinance and how they will complement the neighborhoods in which they are constructed. The HPC is requesting that language be inserted to the proposed ADU ordinance to ensure that historic neighborhoods continue to be preserved in accordance with HPC's mission and Comprehensive Plan.*

*A. Thomas distributed a list of proposed revisions to the letter.*

*Chair Menard also felt it would be beneficial for each HPC member to shadow other boards and commissions to be aware of items discussed that may impact historic preservation. He will email members with a list to choose from.*

**A motion was made by Board Member Clark, seconded by Board Member Mohring, to approve distribution of the ADU letter including edits by Board Member Thomas. The motion carried by the following vote:**

**Yes:** 6 - Board Member Menard, Board Member Evans, Board Member Thomas, Board Member Mohring, Board Member Clark and Board Member Gilblom

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

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

### **VI. Adjournment**

*The meeting adjourned at 5:48 p.m.*