



## Legislation Details (With Text)

**File #:** BC 22-015    **Version:** 1    **Name:**  
**Type:** Commission Item    **Status:** Passed  
**File created:** 4/28/2022    **In control:** Heritage Preservation Commission  
**On agenda:** 5/12/2022    **Final action:**  
**Title:** Amendment to Approved Certificate of Appropriateness for the Jacob Sitze Building (300 Division St. S.).  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** 1. 1 - Approved Plans for Deck with Staircase, 2. 2 - Hyperlink to October 14, 2021 HPC Meeting, 3. 3 - Staff Report from 10-14-21 HPC Meeting

Date	Ver.	Action By	Action	Result
5/12/2022	1	Heritage Preservation Commission	approve	Pass

**Meeting Date:** May 12, 2022

**To:** Members of the Heritage Preservation Commission

**From:** Reeve Needham, Assistant City Planner

Amendment to Approved Certificate of Appropriateness for the Jacob Sitze Building (300 Division St. S.).

### Action Requested:

The Heritage Preservation Commission is asked to review a proposed amendment to the approved Certificate of Appropriateness for the Jacob Sitze Building (300 Division St. S.)

### Summary Report:

On October 14, 2021, the Heritage Preservation Commission (HPC) approved a rear deck for the Jacob Sitze Building, 300 Division St S (Little Joy Coffee). The applicant has requested an amendment to the approved Certificate of Appropriateness (COA). This request is to change the decking material from brown composite to cedar tone pine decking. A sample of the material will be available at the meeting.

Please find a link to the October 14, 2021 meeting attached as well as the original application. The deck site plan is also attached.

The Northfield city ordinances outline, in Chapter 34 - Land Development Code, Section 8.5.8, the Heritage Preservation Commission's Certificate of Appropriateness process and approval criteria. The HPC shall consider the following in evaluating an application for a certificate of appropriateness for a zoning certificate and/or building permit. Criterion (1) below must be met and criteria (2) through (5) shall be considered:

Criteria 1, That it fully complies with all applicable requirements of this Land Development Code (LDC):

Findings: The material change meets the LDC requirements.

Criteria 2, That the proposed action is in harmony with the intent of the H-O district:

Findings: Wood was a commonly used material in the H-O district is harmonious with the H-O district.

Criteria 3, That the proposed action would complement other structures within the H-O district:

Findings: Wood is a common material used in the H-O district and would complement other structures.

Criteria 4, That the proposed action is consistent with the Downtown Preservation Design Guidelines:

Findings: Wood is an appropriate material choice as included in the Downtown Preservation Design Guidelines.

Criteria 5, In the case of removal or demolition, that the structure could not be rehabilitated and used for a conforming purpose with reasonable efforts or whether the structure is without substantial historic or architectural significance:

Findings: Not applicable.

#### *Staff Recommendation*

Staff recommends approving the amended Certificate of Appropriateness for the material change to cedar tone pine decking.

#### **Alternative Options:**

The HPC could deny the material change, offer amendments or request further information.

#### **Financial Impacts:**

N/A

#### **Tentative Timeline:**

After receiving the updated COA, the applicant intends to begin work this year.