

City of Excelsior  
Hennepin County, Minnesota

Minutes  
Heritage Preservation Commission

Tuesday, August 22, 2017

1. CALL TO ORDER/ROLL CALL

Chair Macpherson called the meeting to order at 7:02 p.m.

Commissioners Present: Anderson, Bolles, Caron, Finch, Chair Macpherson

Commissioners Absent: Brabec, Salita

Also Absent: Planning Director Smith

2. AGENDA APPROVAL

Commissioner Anderson moved, Commissioner Caron seconded, to approve agenda. Motion carried 4/0.

3. APPROVAL OF MINUTES

Heritage Preservation Commission Special Meeting of August 1, 2017

Commissioner Anderson moved, Commissioner Finch seconded, to approve the Heritage Preservation Commission Special Meeting Minutes of August 1, 2017 as presented. Motion carried 4/0 with 1 abstention (Caron).

4. CITIZEN REPORTS or COMMENTS

a) Commons Report

Macpherson gave a report on the status of the Commons planning process. The Committee received comments at the public meeting and written comments following the meeting. The input was passed on to the architects and planners and they are working on incorporating the comments into the plan. Comments included adding a loop walkway and maintaining the Port features. The possibility of having the condo association at Bayshore Manor vacate the parking space area near the city dock for garbage enclosures and restrooms was discussed and it was decided that the city should work on it. The consultants are also looking into options for increased winter use of the Commons.

The Commission discussed its expectations for providing feedback on the draft PVN report regarding significant features on the Commons at its next meeting and Bolles distributed handouts regarding the significance of certain features of the Port area.

5. NEW BUSINESS

a) Site Alteration Permit – 340 Water Street (HPC No. 17-14)

The Commission discussed requirements for a quorum due to two recusals of Commissioners and determined that the Commission lacked the ability to take action on the application. The Commission continued the item to its special meeting on September 7 at 5:30 p.m. Motion carried 4/0 with 1 abstention (Bolles).

6. UNFINISHED BUSINESS

a) None

7. COMMUNICATIONS and REPORT

- a) Next City Council Meeting – September 5, 2017
- b) Next HPC Meeting – Tuesday, September 19, 2017
- c) Administrative SAP Approvals

The Commission discussed the recent approval of an emergency alteration at 50 Water Street concerning a rooftop HVAC unit replacement, which is quite visible from Water Street. The HPC reviewed the ordinance provisions regarding the determination that an emergency existed, findings by experts and the Commission notification process. The Commission reiterated the desire for a special meeting as soon as practicable to discuss how the HPC (and Planning Commission) can work better with staff in understanding ordinance processes.

d) Recent City Council Actions - None

8. FUTURE AGENDA ITEMS

- a) Report from staff regarding the list of properties on local register that have been recorded – Coming soon; an HPC working session should be scheduled at the next regular meeting
- b) Conservation Districts
- c) SF highlighted in newspaper, start comprehensive catalog of historic SF homes

Commission would like an update on 48 2<sup>nd</sup> Street (actions being taken to protect Bardwell House/Antiquity Rose during winter), 262 Lake Street (what alterations are planned and are they appropriate), and 284 Water Street (Pure Oil building roof repair status)

9. ADJOURNMENT

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Commissioner Caron moved, Commissioner Anderson seconded, to adjourn the meeting at 8:15 p.m. Motion carried 5/0.

Respectfully submitted,

Tim Caron  
Acting Secretary