

City of Excelsior  
Heritage Preservation Commission  
Minutes  
Tuesday, February 26, 2013

1. CALL TO ORDER/ROLL CALL

Acting Chair Mueller called the meeting to order at 7:01 p.m.

Present: Bolles, Macpherson, Meyer, Mueller, Roden

Absent: Finch

Also Present: City Planner Braaten, Advisor Caron

2. APPROVAL OF MINUTES

a. Heritage Preservation Commission Meeting of January 29, 2013

It was moved by Meyer, seconded by Macpherson, to approve the minutes as written. Approved unanimously.

3. CITIZEN REPORTS or COMMENTS

None.

4. MISCELLANEOUS/COMMISSIONER'S COMMENTS

a. Recent City Council Actions

It was moved by Macpherson, seconded by Bolles, to table Item 4(a) until after consideration of Item 5(a). Approved unanimously.

5. NEW BUSINESS

a. Site Alteration Permit for Exterior Alterations at 216 Water Street -- Dahlen Sign Company

The application was presented by building and business owner Colleen Johnson and Dan Dahlen, the owner of Dahlen Sign Company. Braaten stated that the HPC had previously granted approval for the proposed business signage, subject to three conditions. The current proposal is a resubmitted design, proposing a smaller sign that fits within the brick border area on the building facade that does not obscure the brick detail. The new Remax Real Estate sign has been sized to fit within the brick area and will be mounted only into the mortar joints, which

## 5. NEW BUSINESS

- a. Site Alteration Permit for Exterior Alterations at 216 Water Street -- Dahlen Sign Company – (Continued)

satisfies two of the Commission's conditions. The remaining condition was for the sign color to relate to the building colors, and the sign is proposed with polished aluminum letters on a black metal backing with a vinyl border, which the applicants stated was required to meet the franchise requirements of Remax. The applicants stated that they are proposing no lighting for the sign and that they intend to leave the existing awning in place.

It was moved by Macpherson, seconded by Meyer, to approve the Site Alteration Permit as presented. Approved unanimously.

The Commission noted that under the HPC ordinance, the review standards are not dictated by what a franchisor requires. Braaten stated that the Planning Commission is currently looking at zoning standards for handling signage for formula businesses. It was emphasized that any proposed standards in this area affecting the historic district should be shared with the HPC to avoid possible inconsistencies.

Macpherson reported that the Planning Commission is reviewing the shoreland management district and considering what surfaces are pervious versus non-pervious. The Commission is also discussing the possibility of establishing paid parking in town, with no resolution. The Commission also discussed the status of the hotel project.

Braaten reported that the Council has requested a draft ordinance for the licensing and operation of pedicabs in the City, granted a 5k run special event permit, and considered a 3 year agreement for the Tommy's Tonka Trolley kayaks near the Port. The Council also discussed a TIF proposal for the hotel area, and approved a permanent 4 day work week for City staff. The hotel project was approved on a unanimous vote and the Council overturned the HPC decision by 4-1, with Caron voting nay. The Council scheduled a hearing on the assessment for the Metropolitan Council force main project which will extend from Division Street to Greenwood along Excelsior Boulevard. Regarding the HPC appointments, the Council reappointed Mark Macpherson, and also appointed new commissioners Melinda Nelson and Doug Schmidt.

The Commission asked about the next steps for the hotel project. Braaten clarified that the PUD Final Plan submission is due within 6 months after the General Plan approval. Macpherson asked for a copy of the Council resolution overturning the HPC decision. Braaten stated he would email a copy of the resolution to HPC members.

## 6. UNFINISHED BUSINESS

### a. Exploring Grant Funds for Oak Hill Cemetery

Braaten reported that he has not yet connected with former Chair Sanders on the status of items 6(a) and (c). It was moved by Macpherson, seconded by Bolles, to continue this item to the next meeting. Approved unanimously.

Caron noted that the deadline for CLG grant funding was only a few days away for the 2013 cycle and described the need to request budget support for matching grant funds from the City to support a 2014 grant. It was moved by Bolles, seconded by Macpherson, to request City budget support in 2014 for a matching grant of \$5000 for the purpose of studying the potential significance of the Oak Hill cemetery, the Excelsior High School building or other appropriate municipal structures. Approved unanimously.

### b. Excelsior Downtown Historic District Boundaries

After discussion, it was determined that the City should retain the two George Street properties in the Downtown Historic District boundaries for now until the Mason Motors site project is finally resolved. The City should continue to use the original district boundary that has been used by City staff continuously from 1998 to the current date until there is a permanent change that requires that the boundary be revisited.

### c. Possibility of Historically Designating Portions of Excelsior Elementary School

See discussion in (a) above.

## 7. COMMUNICATIONS AND REPORTS

### a. Designate Liaison for Planning Commission Meeting - March 5, 2013

Bolles agreed to attend the meeting and report to the Commission.

### b. Site Alteration Permits Administratively Approved

None

Braaten stated that there may be a future discussion of a rear awning at Big Island Swim and Surf. He also stated that Bart Baker of Capers will be providing information on options from an awning company to address the current non-compliant awning by the next meeting.

7. COMMUNICATIONS AND REPORTS

b. Site Alteration Permits Administratively Approved – (Continued)

The Commissioners wished to reflect their appreciation for Commissioner Meyer's long record of service on the HPC.

c. Next Meeting - Tuesday, March 19, 2013

8. ADJOURNMENT

It was moved by Macpherson, seconded by Meyer, to adjourn. Approved unanimously. Adjourned at 8:37 p.m.

Tim Caron  
Recording Secretary