City of Excelsior
Hennepin County, Minnesota

MINUTES
EXCELSIOR WORK SESSION MINUTES

April 18, 2016

1.   CALL TO ORDER/ROLL CALL

Mayor Gaylord called the meeting to order at 6:20 p.m.

Present:     Councilmembers Caron, Beattie, Carlson, Miller, and Mayor
             Gaylord

Absent:      none

Also Present: Heritage Preservation Commissioners MacPherson, Caron,
              Brabec, Finch, Anderson, Salita (arrived at 6:23 pm)

              City Manager Luger,City Planner Smith, and City Clerk Orlofsky

2.   AGENDA APPROVAL

Carlson moved, Beattie seconded, to approve the agenda.  Motion carried 5/0.

3.   JOINT WORK SESSION WITH THE HERITAGE PRESERVATION COMMITTEE

Mayor Gaylord stated that the City Council meets with the Heritage
Preservation Commission annually to discuss the Commission's goals.
Mayor Gaylord referred to the Commission's 2016 goals, as listed in the
Council's packet, and asked whether the Commission has any changes to these
goals:

Planner Smith stated that the Commission finished exploring and modifying
the Planneed Unit Development Review Process and Evaluating the Application
Standards for Commercial Applications.

Smith also added that the HPC was almost done with the review of the Design
Standards and aligning the Ordinances with the City Code.

Smith thought the Design Manual would be completed in the next couple of
months.

Caron requested that the Council receive a side by side copy of the old
ordinance and the amended ordinance along with a copy of the design manual
when it is sent to SHPO so they can read it and go through before they vote
on it.

Smith said that he would provide Council with a copy of the final as soon as
the Heritage Preservation Commission (HPC) completed its review so Council
can begin to digest it.

Goal 1-

Commissioner Macpherson provided an update on the goals the HPC had for the year and what they are working on. He explained the issues they ran into with making decisions over the changes in The Commons.

Luger explained that the staff and Council did all the work on updating the Parking meters down in The Commons and they are now realizing that they should have really consulted the HPC and they did not. Luger added that staff would like some clarification on each of the Commission's roles as well so that staff can guide these Commissions through these updates and projects.

Commissioner Finch thought that the site alterations should have review and perhaps other items may not need approval.

Planner Smith explained that Council needs to define what the HPC needs to review so that staff is not second guessing what alterations require HPC review.

Anderson asked how the HPC could be more transparent. He would like to see the HPC try to get away from this negative context of the HPC slowing projects down. They do not want to have that stigma.

Commissioner Macpherson added that he thought the review would need to be an ongoing thing and the HPC should review the significant features of The Commons. Even if it's a recommendation to the Council for final decision.

Commissioner Salita added that as things come up at The Commons and other places that the two groups will have to work together when it comes to The Commons.

Commissioner Finch added that he believed that the property line for The Commons ran down the middle of the street. So the streetscape and sidewalks would need to be included in the HPC's review.

Commissioner Macpherson explained that the HPC should be able to define that some items will and will not need review of the HPC. He feels that if the two boards sat down they should be able to come to some agreement on what should be done. He feels that each group's responsibility can be defined fairly easily.

Beattie agrees but he feels that the responsibility needs to be codified for the HPC.

Caron asked from a timeline perspective can Luger advise the Council when they need to hear back.

Luger explained that Community for The Commons would like to hire a consultant to do some public outreach.

*Goal 1 – Continued:*

Anderson stated that we need to get a good handle on what's already in the park and, try to move forward with a plan. He added that Community for the Commons should engage someone with a historical preservation background.

Goal 2 –

Macpherson stated that the Commission is working on recording the individual properties.

Goal 3 –

Planner Smith added that the City has a volunteer coming into work for a couple of weeks and staff and the Commission plans to have her update the HPC website.

Goal 4 -

Commissioner Salida explained that Doug Schmidt had done a lot of work with the Rotary and other organizations in town to get a Historic Home Tour Event going in Excelsior.

Anderson added that he would really love to see this History Day move forward. He feels it would be something positive for the HPC.

Caron suggested that the HPC work with the city's new Event Planner to try and get this accomplished for the HPC.

Planner Smith mentioned that the HPC's Preservation Award Program and added that they HPC may want to see the Event Coordinator for some help with that as well.

Carlson thanked the HPC for their attention to detail and the effort they have put forward.

Commissioner Macpherson continued on with the Goals and explained that Goals 5 down to 10, all wrap into the work that has been done to the Design Manual and the ordinance.

Goal 7 –

Providing a historic display in City Hall is more of a wish list of the HPC.

Goal 8 -

Prevention of unnecessary demolition with ordinances is all a part of the work being done on the design ordinance and the manual.

Goal 9 –

The HPC is working with consultant Tom Zahn on the preservation of residential homes.

Goal 10 –
   The HPC explained that all of these are goals they would like to see achieved at some point. They have been very busy working on the ordinance and the design manual this past year.

   The Commission feels that Goals 1-4 are their top priority for 2016. And, they hope to wrap up Goals 5-13 fairly quickly.

6.    <u>ADJOURNMENT</u>

   Carlson moved, Beattie seconded, to adjourn at 6:58 p.m.  Motion carried 5/0.

Respectfully submitted,


Ann Orlofsky
City Clerk