CITY HALL
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August 5, 2015

Heritage Preservation Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Heritage Preservation Commission will be held on **Wednesday, August 12, 2015 at 4:00 P.M. in the Heritage Room** of the Winona City Hall.

1. **Call to Order**
2. **Consideration of Minutes – July 8, 2015**
3. **Choosing a Chairperson**
   We will hear from the Nomination Committee: Wes, Andy, and Preston. We will also ask for nominations from members of the Commission.
   Action Requested: Vote for a new HPC Chair.
4. **July Meeting Follow-up**
   - Site Plan for Senior Living
   - Information on Red Wing Historic District
   - Code Review timeline
   - Auditorium status/ownership
   - List of buildings with National and or Local Designation
   - Communication regarding Commission members
5. **Statewide Preservation Conference**
   September 17/18th in Little Falls: We have budgeted for conference and mileage expenses.
   Action Requested: Anyone interested in attending?
6. **City Meeting with School Board**
   5:00 PM August 20th in the City Council Chambers
7. **Other Business**
8. **Adjournment**

Sincerely,

Myron White
Development Coordinator

HERITAGE PRESERVATION COMMISSION MINUTES

DATE: July 8, 2015

PRESENT: Merle Hanson, Mary Edel Beyer, Carolyn Larson, Kendall Larson, Wes Hamilton, Susan Briggs and Preston Lawing

ABSENT: Andy Bloedorn

STAFF PRESENT: Myron White, Development Coordinator

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1. **Call to Order**
   Wes Hamilton called the meeting to order at 4:04.

   Kendall Larson suggested an amendment to the June 10, 2015 minutes:
   She suggested when the Commission had discussions on how they could become more involved at the beginning of the development/redevelopment process, Kendall noted that the Commission had discussed recent examples and thought the minutes should reflect those examples: the Alexander Mansion, the Schuler Chocolate Factory, Dibbs Café and the building that housed the former Mason Jar.

   Preston Lawing made a motion to approve the minutes from June 10, 2015, as amended; the motion was seconded by Merle Hanson.

2. **Process for Choosing a Chairperson**
   A Nominating Committee of Preston Lawing, Wes Hamilton and Andy Bloedorn were named. The Committee will come to the July meeting with their recommendations their recommendations, along with nominations from other commission members, will be considered.

3. **Recruiting Memberships**
   Names to be considered for recruitment included: Mark Coldwell, Kathy or Dave Christianson, Dennis McEntaffer. It was also suggested we place a message in the paper.

   Wes Hamilton asked about the process. It was explained those interested contact the City and fill in an application form to be reviewed by the Mayor and brought before the City Council for consideration.

   Carolyn Larson indicated she had an interest in recruiting new members to the committee.

4. **Historic Properties Designation**
   It was noted that during the planning process the Commission had talked about a goal of designating of two historic properties annually to the National Register.

   Discussion on the Windom Park neighborhood designation came up. It was noted that several neighborhood members who were spearheading the effort had family

issues that they were dealing with and the expectation was the process would proceed shortly.

The question of how the Commission should prioritize the designation: Does the Commission choose what they deem to be the most historic properties or do they put a priority on building they feel might consider to be in danger.

Discussion turned to the elementary schools and several Commissioners indicated these properties might fall under the "in danger" category and thought we must move quickly to locally designate the buildings. Wes Hamilton pointed out that he felt it was the Commission's job to "save the buildings" and not necessarily "save the schools". Discussion surrounded the impact a closed school would have on a neighborhood. Susan Briggs suggested it would be dangerous to take a "wait and see" approach.

It was suggested that we draft a document that outlined the positives that a National and Local Historic Designation would provide.

Susan Briggs made a motion to move forward with the process of local historic designation. The motion was seconded by Preston Lawing.

Wes Hamilton then asked how keep the school board in the loop. Staff indicated that a meeting was scheduled with school representation.

5. **Other Business**
Kendall Larson brought up the opportunity to apply for a grant to help bring the National Alliance of Preservation Commissions: Commission Assistance Mentoring Program (CAMP) to Winona to help with the zoning code update as it applies to historic properties. She asked if the Commission was in favor of proceeding with the grant application. Those in attendance thought it would be a good idea.

A letter was presented to the Commission asking for their support of improvements to the Masonic Temple and the preservation of the historic theater backdrops. Kendall Larson made a motion to support the letter, Preston Lawing seconded the motion. All Commissioners in attendance were in support of maintaining the historic building and its backdrops.

Follow-up/materials for July Meeting:

- **Site Plan for building next to Alexander Mansion**
- **Information on Red Wing Historic District**
- **Information on Code Review timeline**
- **Auditorium Status: Who owns it, any update on the status?**
- **List of buildings currently with National and/or Local designation**
- **Place a communication in local paper regarding need for Commission membership**

Kendall Larson gave an update on visits to determine Certificates of Appropriateness:

- Market Street Tap: Deck and Window replacement:
  Recommendation:
  Glass Block windows to be replaced with clear glass (black frames)
  Deck is OK, would like to see some type of accommodation for handicapped accessibility.

Preston Lawing made a motion to adjourn, Susan Briggs seconded the motion. Meeting was adjourned.

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Myron White
Development Coordinator