

## **HERITAGE PRESERVATION COMMISSION MINUTES**

**DATE:** April 10, 2013  
**TIME:** 4:00 p.m.  
**PRESENT:** Mary Edel Beyer, Carolyn Larson, Andy Bloedorn, Susan Briggs, Robert Sebo, Lynn Englund, Wes Hamilton, Shaune Burke, Merle Hanson and Kendall Larson  
**STAFF PRESENT:** Mark Moeller

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The meeting was called to order at 4:00 p.m. by Chairman Sebo. The minutes from the Commission meeting of February 13, 2013 was reviewed. Chairman Sebo requested that his comments made under paragraph four following the words "Levee park area" be stricken. Given this change, it was moved by Commissioner Hanson, and seconded by Commissioner Englund, to approve the minutes as modified. When the question was called, the vote of the Commission was unanimous to approve the motion.

### **Initiation of Local Designation – 275 Harriet Street**

Chairman Sebo called on Mark Moeller, City Planner, to provide a summary of this item. Mr. Moeller noted that on October 2012, the City had secured a Certified Local Government Grant for the purpose of preparing a Local Designation Nomination Form for 275 Harriet Street. Following that, Greg Gaut, Consultant, was hired to prepare the form. Given work conducted since that time, Mr. Gaut has completed the Local Nomination Form, a copy of which was included in the Commission's Agenda Package.

Mr. Moeller explained that since the present property owners, David and Kathy Christianson desire a designation, and since the form is relatively fresh, staff was proposing that the Commission consider initiating the process for Local Designation. Under Code Section 22.27 (k), the first step in the process is for the Commission to initiate the process through adoption of a resolution. This resolution had been prepared for consideration this afternoon. Should it be approved, next steps in the process would include review and approvals by both the City Planning Commission and State Historic Preservation Office. Additionally, a formal hearing will be scheduled and this hearing will need to be preceded by notice to all property owners within 200 feet of the designation site. Following the Commission's hearing, it will, by resolution, present its decision by resolution. This resolution will then be forwarded to City Council for a second hearing. Should the nomination be approved by Council, the City Clerk will then file legal descriptions of land designated with the County Recorder and forward a copy of the Council's approving resolution to both the City Planner and Building Official. Additionally, current property owners would be provided with a copy of the resolution along with a description as to what local designation means.

Given the previous, Mr. Moeller noted that this agenda item relates to requesting that the Commission simply adopt the resolution to initiate the designation process this afternoon.

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Following brief discussion, it was moved and seconded to adopt the resolution to initiate consideration of 275 Harriet as a Local Historic Site. When the question was called, the vote of the Commission was unanimous to approve the motion.

### Update – 2013 CLG Grant Request

Given discussion occurring during the Commission's last meeting, Mr. Moeller noted that a 2013 Certified Local Government Grant request had been submitted to prepare a National Register Nomination Form for the now vacated UBC office building located at 125 West Fifth Street. Although the Commission had directed staff to use grant monies to prepare Local Nomination Forms for W-K, Madison, Central, and Jefferson Schools, SHPO had suggested that these could best be prepared "in house" by simply transferring data from current National Register to Local forms. With that, grant opportunities would be open to any new National Nomination Forms such as that for the UBC building.

Chairman Sebo stated that the move to prepare Local Nomination Forms for the elementary schools was, in great part, based upon recent school board discussion suggesting movement to a single large elementary building. Should this occur, he presumed that current elementary buildings would be vacated by the district.

Commissioner Burke/Englund suggested that the Commission move ahead with its Local Nomination Form preparation at which point decisions could be made as to whether to move forward with nominations or not. They further suggested that there may be some value in designating the buildings before they are vacated in order to avoid reactions once those decisions are made. They just felt that it might be best to be proactive in this matter.

During the discussion, Commissioner Kendall Larson did ask about when the best time to move forward with other nominations and suggested that there may be some value in designating the buildings as the Commission identifies historical significance, which may be before they are vacated; there was a discussion on this idea.

Following further discussion, it was moved by Commissioner Englund and seconded to move that the Commission proceed with the preparation of Local Designation Nomination Forms for W-K, Central, Madison, and Jefferson Schools. When the question was called the vote of the Commission was unanimous to approve the motion.

### Other Business

Chairman Sebo stated that it was necessary for the Commission to elect a Vice Chair. Those agreeing to serve on a Nominating Committee were Briggs, Larson, and Hamilton. This Committee will return with a proposed slate of officers at the Commission's next meeting.

Chairman Sebo suggested that a formal resolution recognizing Mark Peterson as a charter member of the Commission should be prepared and formally submitted to him. He further suggested that, along with the resolution, Mr. Peterson be provided with a Commendation plaque. Following brief discussion, it was moved by Commissioner Burke and seconded by Commissioner Englund to recommend that a resolution and plaque be presented to

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Mark Peterson. When the question was called, the vote of the Commission was unanimous to approve the motion.

Mr. Moeller noted that the Mayor had requested two volunteers from the Commission to serve on a planning committee for the upcoming National Train Day celebration to be held on May 11<sup>th</sup>. This event, sponsored by Amtrak on a national level, it is designed to highlight many of the railway stations that Amtrak has along his route. Given this, and given that the property will soon be listed on the National Register, the Mayor felt that it would be appropriate to host some sort of an open house at the depot. Those agreeing to serve on the Committee were Commissioners Englund and Bloedorn.

**Adjournment**

There being no further business to come before the Commission, the meeting was adjourned.



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Mark Moeller  
City Planner