

## HERITAGE PRESERVATION COMMISSION MINUTES

**DATE:** November 13, 2013

**TIME:** 4:00 p.m.

**PRESENT:** Lynn Englund, Mary Edel Beyer, Merle Hanson, Shaune Burke, Carolyn Larson, Kendall Larson and Wes Hamilton

**ABSENT:** Andy Bloedorn and Susan Briggs

**STAFF PRESENT:** Mark Moeller

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The meeting was called to order at 4:00 p.m. by Chairperson Englund.

The minutes from the Commission's meeting of September 25, 2013, were reviewed and upon motion by Commissioner Edel Beyer and second by Commissioner Burke, were unanimously approved as submitted.

### Update from Greg Gaut Relative to the National Register Nomination Process for 125 West Fifth Street

Chairperson Englund called on Greg Gaut, Historic Consultant, to provide an update of this nomination.

Mr. Gaut reminded the Commission that he had been retained by the City to prepare a National Register Nomination Form for 125 West Fifth Street, commonly referred to as the Winona Lumber Exchange Building. Given that research of this property had been initiated, Mr. Gaut presented a number of pictures he had taken of the interior. Generally, both the exterior and interior of the building have retained a majority of original features.

Mr. Gaut noted that the consideration of a property on the National Register requires two major steps. The first of these being a hearing by the Minnesota Historical Society State Review Board who makes a recommendation to the Parks Service for final approval. He stated that prior to the State's consideration of a nomination, notice is provided to a number of agencies and persons, one of which is the building owner. Following that, the owner is entitled to submit comment of a nomination and to formally object to a nomination if he or she so desires.

Mr. Gaut then presented a partially completed nomination form for the property. He stated that Landscape Research had completed an evaluation of the property a few years ago. From this evaluation, it had been recommended that the Winona Lumber Exchange Building be nominated for listing on the National Register. Generally, reasons for this recommendation pertain to both the architectural style of the building and the fact that, until recently, it had been occupied by Winona's oldest company. In further describing the form, he noted that it contains two general parts. The first being to describe the property and its integrity, the second to describe its historic significance.

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Mr. Gaut stated that the Laird Norton Company has hired the custodian from the adjoining church to keep an eye on the building and that he had been fortunate in locating original plans for the structure. Interestingly, these plans assigned offices to specific individuals. Although these documents are very fragile, it was hoped that the County Historical Society would be able to stabilize them so they can be scanned and digitally preserved.

Chairperson Englund thanked Mr. Gaut for his presentation and noted that she looked forward to final results of the process.

**Discussion-Design Guidelines**

Chairperson Englund called on Mark Moeller, City Planner, to provide a summary of this agenda item. Mr. Moeller noted that although specific design guidelines do exist for downtown historic districts, such guidelines do not extend to individual, commercial, and residential properties located away from these districts. Given recent discussion with staff at SHPO, it was suggested that the City, at some point in the future, consider the establishment of guidelines that would address maintenance and rehabilitation standards of designated historic sites located outside of downtown historic districts. He further suggested that a Certified Local Government grant, with the possible assistance of a Legacy Grant, could be established for this purpose. He suggested that this was an issue that could be further discussed prior to the submittal of a preliminary Certified Local Government Grant application. The consensus of those present was that this would be appropriate.

**Other Business**

Chairperson Englund noted that the agenda cover sheet does include results of Design Review Committee meetings during the month of October. From this, Certificates of Appropriateness were issued for two projects. One was the construction of a new business sign at 207 East Third Street; the other was the replacement of doors and windows at 66 East Third Street.

Chairperson Englund stated that a letter had been submitted to MnDOT last month noting concerns of the process for the design of the new interstate bridge. In short, the letter highlighted Commission concerns that the process did not seek Commission input. Following receipt of that letter, she had received an email from Terry Ward (MnDOT Project Manager) asking if she would like to meet to discuss the issue. Although MnDOT representatives did offer to personally attend the Commission's December meeting, those in attendance did not feel this was necessary, and that a conference call between a representative sample of Commission members and MnDOT representatives would suffice. With this, it was suggested that MnDOT be contacted to determine when a conference call could be established. Mr. Moeller stated that he would contact MnDOT for some options and then provide those to the Commission. Although all would be certainly welcome to attend the meeting, once options are available, he would need an idea of who would be in attendance. If a majority of the Commission is in attendance, the meeting would have to be published as a public.

Following a question, Mr. Moeller replied that it was his understanding that fire damaged buildings at the corner of Third and Center Street would be removed starting on Thursday.

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Again, the removal action was being required from the standpoint that fire damage was significant and that rehabilitation was not feasible in this case.

Following further discussion, it was suggested that a letter be provided to all property owners who were impacted as a result of the fire offering assistance where the Commission can provide it.

**Adjournment**

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

A handwritten signature in black ink, appearing to read "Mark Moeller", written over a horizontal line.

Mark Moeller  
City Planner