CITY HALL
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January 6, 2016

Heritage Preservation Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Heritage Preservation Commission will be held on **Wednesday, January 13, 2016 at 4:00 P.M. in the Heritage Room** of the Winona City Hall.

1. **Call to Order**
2. **Approval of Minutes – December 9, 2015**
3. **National Alliance of Preservation Commissions, Commission Assistance and Mentorship Program (CAMP): requested action items:**
   - Review Final Agenda: February 12/13, 2016
   - Communication to consultants re: challenges and areas to be considered for more in-depth discussion
4. **Opportunity Winona**
   Staff will provide a short monthly update on Opportunity Winona activities.
5. **Ongoing Business/Discussion Items**
   - **A.** Committee Reports
     -Web Development
     -Downtown Outreach
     -Communications and Display
   - **B.** Education Village
   - **C.** Windom Park
   - **D.** Winona Athletic Club (773 East 5th)/Brewery Building (32 Walnut)
   - **E.** Certificate of Appropriateness reports
     -Baker Shoe Building COA Approved
   - **F.** Architectural/Historic Inventory
     -National and Local Designation Candidates
     -Overview of New GIS Capabilities
6. **Other Business**
7. **Adjournment**

Sincerely,

Myron White
Development Coordinator

HERITAGE PRESERVATION COMMISSION MINUTES

DATE: December 9, 2015

PRESENT: Merle Hanson, Kendall Larson, Susan Briggs, Carolyn Larson, Andy Bloedorn, Preston Lawing, Dennis McEntaffer, Wes Hamilton

ABSENT: Mary Edel Beyer

STAFF: Myron White, Development Coordinator

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1. **Call to Order**
   Chair Kendall Larson called the meeting to order at 4:00 pm.

2. **Approval of Minutes**
   Commissioner McEntaffer made a motion to approve the November 18th minutes, the motion was seconded by Commissioner Hanson. All those present voted aye.

3. **National Alliance of Preservation Commissions (CAMP)**
   Dates of the CAMP were finalized as February 12th and 13th. Location to be the Winona County History Center. People to target for participation at the Saturday session include Planning Commission, Main Street, Board of Adjustment, Mayor, supporters of Downtown, and Masonic Committee.
   Follow up:
   - Send out "save the date" communication.
   - Draft communication for consultants mentioning some of the challenges and areas which might be considered as topics for review.

4. **Opportunity Winona**
   Mr. White provided a brief update on Opportunity Winona, press regionally, Port designation of $250k, and initial communications.

5. **Committee Discussions – Three Committees**
   Web Development, Downtown Outreach and Communications and Display. Chairperson K. Larson provided an overview of committee responsibilities with the realization that the responsibilities would be fluid. Mr. White passed out COA assignments for 2016 (review and discussion at January meeting). Commissioner McEntaffer expressed an interest in the Downtown Outreach Committee.

6. **Ongoing Business Items**

   Committee Reports: The web committee provided an overview of the most recent meeting with Ms. Hutchins and her progress. Chairperson K. Larson provided overview of historic inventory spreadsheet and encouraged the Commission to review. Chairperson K. Larson indicated she would send out the spreadsheet.

National and Local Designation Candidates:

- What we need to do to move Windom Park forward
- One additional designation to be researched-top options for consideration
  -Winona Athletic Club (773 East 5th)
  -Brewery building (32 Walnut)
  Andy offered to gather some information on the two properties.
- Commissioner Briggs asked about the impact/footprint/plan for education village. Staff to gather information.

7. **Other Business**
   There were discussions of the COA at 101 West Third. Mr. White would arrange for a visit. Discussion was held to make sure the COA application clarified that if there are changes to the plans originally submitted, the applicant would need to amend their application.

8. **Adjournment**
   The meeting was adjourned at 5:18 pm.

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Myron White
Development Coordinator