



CITY HALL
207 Lafayette Street
P.O. Box 378
Winona, MN 55987-0378
FAX: 507/457-8212

November 3, 2016

Heritage Preservation Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Heritage Preservation Commission will be held on **Wednesday, November 9, 2016 at 4:00 P.M.** in the **City Council Chambers** of the Winona City Hall.

1. **Call to Order**
2. **Approval of Minutes – October 12, 2016**
3. **Public Hearing - Windom Park**
Attachments
Letter from Michael Koop, Minnesota Historical Society
Excerpt–Minutes of Winona Planning Commission meeting dated July 25, 2016
Resolution #77
 - A. Staff overview of proposed Windom Park Historic District
 - B. Public Hearing
 - C. Commission Discussion and Questions
 - D. Consideration of Resolution # 77
4. **Overview of Partnership Grant** - (Attachment-Description of Grant)
5. **Discussion Related to Middle School Auditorium** - Possible Grant Opportunities
6. **COA's for Consideration**
 - A. **Grant Building** – 72 East Third – Resolution #75
 - B. **Morgan's Jewelers Sign** – 73 East Third - Resolution #76
7. **Opportunity Winona** – Staff will provide update.
8. **Ongoing Business**
 - A. **Committee Reports** (Web Development, Downtown Outreach and Communications and Display)
 - B. **Other Business**
9. **Adjournment**

Sincerely

A handwritten signature in black ink, appearing to read "Myron White", with a large, stylized flourish at the end.

Myron White, Development Coordinator

HERITAGE PRESERVATION COMMISSION MINUTES

DATE: October 12, 2016

PRESENT: Kendall Larson, Carolyn Larson, Andy Bloedorn, Peter Shortridge, Susan Briggs, and Wes Hamilton

ABSENT: Mary Edel Beyer, Merle Hanson, Preston Lawing, and Dennis McEntaffer

STAFF: Myron White, Development Coordinator

1. Call to Order

Chairperson Kendall Larson called the meeting to order at 4:05 p.m.

2. Approval of Minutes – August 10, 2016 and September 14, 2016

Commissioner Carolyn Larson made a motion to approve the minutes of the August 10th meeting. The motion was seconded by Commissioner Briggs with all members present voting aye.

Commissioner Shortridge asked that the September 14th minutes reference the discussion on the Heritage Partnership Program. Given that addition to the minutes, Commissioner Shortridge made a motion to approve the September 14th minutes, seconded by Commissioner Briggs, with all members present voting aye.

3. City Code Update – Carlos Espinosa

City Planner Espinosa proved an outline of where they are at today with the code update and the Planning Commission's next steps.

- The code update is being done using the City Comprehensive Plan as a guideline
- The existing code dates to 1960
- The new code will add design standards for the Downtown District and will encourage mixed use
- Because of the lack of developable property in the City the new code allows for higher densities in the City core
- The final draft of the code is expected to be complete in February/March 2017
- A public open house to review the code and solicit public input was set for mid-November (possibly the 17th)

4. Windom Park

Staff requested the Commission set a public hearing for the proposed Windom Park Historic District for 4:00 PM on Wednesday, November 9th in the City Council Chambers. Commissioner Shortridge made a motion to that effect, seconded by Commissioner Bloedorn. All members present voted aye.

5. Certificate of Appropriateness Process

Staff requested input on how we might improve the Certificate of Appropriateness Process. The following suggestions were forwarded by Commissioners:

- Try to set the COA visits over the lunch hour
- Look to other communities with regard to best practices
- Staff work with applicants so they might submit a more detailed application
- Staff write-up to include reference to existing design standards

6. COA's for Consideration

Resolution #74 - Shumski's - Was approved at the September meeting.

Resolution #75 – Grant Building - 72 East Third – After review of the COA visit, Commissioners requested more information on materials. Commissioner Shortridge made a motion to deny the COA and directed staff to coordinate between the owner and the COA committee on work and materials. The motion was seconded by Commissioner Hanson with all those present voting aye.

Resolution #76 - Morgan's Jewelers Signage – The Commission reviewed proposed signage and requested more information on sign materials.

7. Upcoming Grant Cycle

Staff reported that there was an upcoming deadline for Legacy Grants (under \$10,000) and they had been working on a grant for the development of the HPC web site. The Commission agreed the web site was their highest priority at this time.

Commissioners asked that staff and commissioner's work towards an updated downtown inventory which might serve as background to consider consolidating the two existing downtown historic districts into one (while considering additional properties that might contribute to the downtown district(s)).

8. Ongoing Business

There was no action taken on ongoing business.

9. Other Business

Staff reported that the Port would be acting on a request from Metro Plains with regard to the Middle School auditorium. That request was for forgiveness of interest on a loan. The monies would be used to repair the downspouts on the building as well as work with a consultant to consider alternative uses for the structure.

10. Adjournment

A motion was made by Commissioner Shortridge to adjourn the meeting at 5:40 pm, meeting adjourned.

October 25, 2016

Myron White
City of Winona
207 Lafayette Street
Winona MN 55987

RE: Local designation of the Windom Park Historic District, encompassing parts of nine blocks surrounding Windom Park, MNHS Referral Number 2016-3476

Dear Myron,

Thank you for the opportunity to comment on the above referenced local designation. It has been reviewed pursuant to Minnesota Statutes §471.193, subd. 6., and §2975, section 22.27 (k) of the Winona City Code.

The proposed Windom Park Historic District consists of 29 historic residential resources—22 contributing buildings, six noncontributing buildings, and one contributing park. The residences were constructed between 1857 and the early 1930s in a variety of popular architectural styles including Italianate, French Second Empire, Queen Anne, Colonial Revival, and Tudor Revival. This collection of mid-nineteenth to early twentieth-century houses retains very good design integrity and illustrates the full range of architectural styles often found in neighborhoods that housed wealthy, significant residents. The district also includes two properties that are listed in the National Register of Historic Places: the Abner Hodgins House at 275 Harriet Street and the Huff-Lamberton House at 207 Huff Street.

The Windom Park Historic District is historically significant as a well-conserved grouping of residences built for Winona's successful merchant and professional businessmen. These civic leaders used their considerable wealth and influence for numerous commercial and civic improvements in the nineteenth and early twentieth centuries.

We concur that the Windom Park Historic District is an ideal candidate for local designation.

If you have any questions regarding our assessment of this historic district, please contact me.

Sincerely,



Michael Koop
Heritage Preservation Department

cc: Kendall Larson, HPC Chair

PLANNING COMMISSION MINUTES

DATE: July 25, 2016

TIME: 4:30 p.m.

PRESENT: Chairperson Hahn, Commissioners Boettcher, M. Olson, Paddock, Buelow, and Shortridge

ABSENT: Commissioners Porter, Ballard, and L. Olson

STAFF PRESENT: Community Development Director Lucy McMartin, Development Coordinator Myron White, and City Planner Carlos Espinosa

The meeting was called to order at 4:30 p.m. by Chairperson Hahn.

Approval of Minutes – July 11, 2016

The minutes for July 11, 2016 were approved without changes upon motion by Commissioner Boettcher and second by Chairperson Hahn.

Proposed Windom Park Historic District – Planning Commission Review

Development Coordinator Myron White provided background on the proposed Windom Park Historic District and stated that City Code requires Planning Commission review of the proposed district.

Commissioner M. Olson asked if there were any conflicts between the proposed district and the Comprehensive Plan. Mr. Espinosa stated that there were not.

Following further clarifying questions about the proposed district, Commissioner Shortridge motioned to recommend approval. The motion was seconded by Commissioner Paddock and was unanimously approved.

Discussion – Development Code Update

Jeff Miller and Rita Trapp from HKGI presented a summary table of procedures for administration of the Development Code. Mr. Miller and Ms. Trapp noted that the table attempts to standardize the notification distances for applications (e.g. variances, code amendments, subdivisions, etc.), and reduce required public hearings from two to one in accordance with state statutes. Standardizing notification distances helps with simplification and reducing the number of public hearings reduces the costs and time associated with applications.

RESOLUTION # 77

WHEREAS, a local Designation Nomination Form has been prepared for the Windom Park Historic District in Winona, Minnesota; and

WHEREAS, the Winona Heritage Preservation Commission (the Commission) has adopted a resolution, the purpose of which is to initiate the process of considering the designation of properties within the District as a Local Heritage Preservation Site; and

WHEREAS, the Winona City Planning Commission and State Historic Preservation Office have reviewed and recommended approval of the designation; and

WHEREAS, the Commission has held a public hearing to consider the designation.

NOW, THEREFORE, BE IT RESOLVED that the Winona Heritage Preservation Commission hereby finds that the Windom Park Historic District is historically significant to the City for its Historic and Architectural attributes.

BE IT FURTHER RESOLVED that the Commission recommends that the Winona City Council approve the designation of Windom Park as a Local Heritage Preservation Site.

Dated this 9th Day of November 2016.

Kendall Larson
President, Winona HPC

Attest:

Myron White
Development Coordinator

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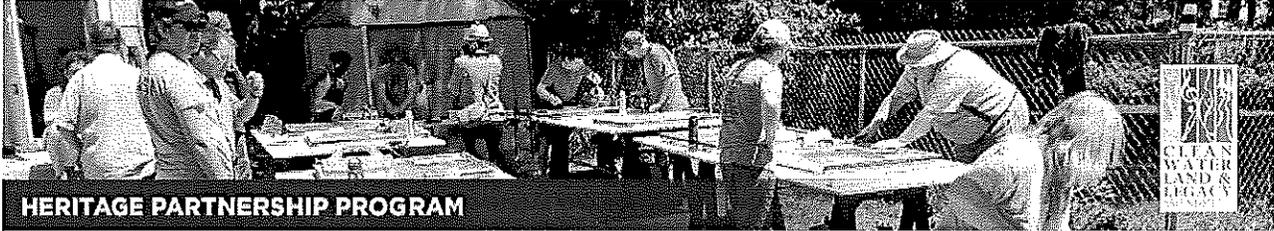
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SUPPORT



HERITAGE PARTNERSHIP PROGRAM

LEGACY HOME ABOUT GENERAL INFORMATION INSTRUCTIONS DEADLINES GUIDELINES GRANT PORTAL GRANTS MANUAL

Heritage Partnership Program

This site provides information about the Heritage Partnership Program, funded by the Arts & Cultural Heritage Fund of the Clean Water, Land and Legacy Amendment to the Minnesota Constitution. The program's goal is to build the capacity of eligible applicants to preserve and enhance access to Minnesota's history and cultural resources by supporting the creation and development of sustainable, history-based partnerships throughout the state.

NOTE: The Heritage Partnership Program is different than the Minnesota Historical & Cultural Heritage Grants Program, also funded through the Arts & Cultural Heritage Fund of the Clean Water, Land and Legacy Amendment to the Minnesota Constitution.

Heritage Partnership Program

Partnership Development and Planning



Shared Workforce



Shared Services



Shared Resources



Minnesota Historical Society

345 W. Kellogg Blvd.
St. Paul, MN 55102
651-259-3000 • 1-800-657-3773

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