

**I. CALL TO ORDER –**

A regular meeting of the Historic Preservation Commission was held electronically via zoom on Tuesday, May 26, 2020, commencing at 6:30 p.m. Chair Kotelnicki called the meeting to order. A quorum was established. Due to COVID-19 restrictions, this meeting was held using video conferencing.

**A. ROLL CALL:**

Commissioner	Darlene Kotelnicki	Present	by videoconferencing
Commissioner	Sid Willson	Present	(late) by videoconferencing
Commissioner	Rick Beecroft	Present	by videoconferencing
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present	by videoconferencing
Commissioner	Kevin Hovey	Present	by videoconferencing
Commissioner	Dave Welker	Absent	
Ex-officio	Bill Hicks	Present	by videoconferencing
City Administrator	Dave Cziok	Present	by videoconferencing
City Planner	Hannah Rybak	Present	by videoconferencing

**B. ANNOUNCEMENTS OF ADDITIONAL ITEMS: - None**

**II. MINUTES TO APPROVE –**

A. Historic Preservation Meeting - April 27, 2020 MOTION: To approve as submitted (Mike/Kevin/Passed unanimously by a roll vote with Kevin H., Mike F., Rick B., and Darlene K. voicing Yes).

**III. PUBLIC HEARING –**

Prior to the start of the public hearings, Darlene reported that both property owners have windows on their COAs. Both properties have good historic integrity. In the past we have approved wood or powder-coated aluminum. Vinyl windows have been approved on a non-contributing building on a non-public facade.

**1. CERTIFICATE OF APPROPRIATENESS - by Charles Burdick at 231 Sibley Ave N**

- A. Open public hearing at 6:33 p.m.
- B. Declaration of Conflict of Interest and ex-parte: Darlene declared she had talked to the applicant and answered questions about historic photos.
- C. Review of Proper Notification - Independent Review notification only allowed 6 days' notice instead of 10. Mailed notifications with appropriate notice.
- D. Introduction of Completed Application by Commission: The property owner is doing historic tax credits and has included the whole scope of work. We will only act on items 1, 2, and 6 which deal with the exterior.
- E. Presentation by Applicant or Designee: The property owner, Charles Burdick, was present to explain his COA. On the east facade, Charles plans to remove the

old windows and replace them with Marvin Magnum pre-painted Bahama Brown or equivalent. The pent eave over the transom area will be removed and covered with synthetic painted wood panels. The roof will be replaced. Brick will be repointed and repaired following Preservation Brief 2. The west facade will have the ground level siding removed and replaced with lap siding in PPG Biscayne Blue with white door trim. Windows will be the same as east facade. The south facade windows are square or rectangle with one matching the east and west facade windows. Discussion and questions from the commissioners about size and material for windows. Bill Hicks commented about these windows needing to be fire rated. The commission felt that the material of the window for a non-public facade is not as important as the color. The commissioners asked what would be used to remove the paint from the columns on the east facade. Kevin commented that he used Brick Peel Away and Charles responded that was what his architect suggested.

- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 6:55 p.m.
- H. MOTION: Due process was followed ( Mike/Kevin/Passed unanimously by a roll voice vote with Kevin H., Sid W., Mike F., Rick B., and Darlene K. voicing Yes).
- I. Checklist: 9 - Yes, 0 - No, 1 - N/A
- J. Findings of Fact: Completed and with application
- K. MOTION: To approve the application with the condition that the windows on the south facade are code-compliant and match the other windows in color. (Rick/Kevin/Passed Unanimously by a roll voice vote with Kevin H., Sid W., Mike F., Rick B., and Darlene K. voicing Yes).

**2. CERTIFICATE OF APPROPRIATENESS - by Charles Guetti at 225 Sibley Ave N**

- A. Open public hearing at 7:13 p.m.
- B. Declaration of Conflict of Interest and ex-parte: Darlene stated she had talked to the applicant about windows and the historic color palette.
- C. Review of Proper Notification - Independent Review notification only allowed 6 days' notice instead of 10. Mailed notifications with appropriate notice.
- D. Introduction of Completed Application by Commission Chair Darlene Kotelnicki explained the applicant wanted to replace windows on the east, north, and west facades and a door on the west facade.
- E. Presentation by Applicant or Designee: Chuck Guetti, the property owner, was present and reviewed his application. He wants vinyl windows and has a photo. The windows will return to their original openings. The color is sand beige. He needs four 8' arched windows for the east, four 8' arched windows for the west second story, one 8' arched windows for the first floor west facade, and six 6' square widows for the north facade. This is a total of 14 windows. Commissioners discussed the time and cost of repainting wooden windows and the improved energy efficiency of vinyl windows. For the appearance, all felt it is more important to return to the original opening then the actual material of the

window. The windows are character defining aspects of the east facade of the building. A question was asked about the color and fire rating for the south, non-public, facade. It was discussed that these could also be code-complaint windows painted the same color. A question was asked about the arch and fitting into the existing opening. Chuck replied that the height of the window can be only a certain height. The arch will have a Chuck a mullion about 4 to 6 inches down from the top. Bill Hicks suggested putting the top mullion even with the running course of brick. The commissioners and Chuck all liked the idea and felt the mullion would accent, and not detract, from the brick detail. The rear door will be wood and painted to match. Bill Hicks pointed out that the rear facade would have a ground level wood door and vinyl windows. The commissioners discussed this and felt on a non-public facade it would not affect the historic integrity.

- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 7:38 p.m.
- H. MOTION: Due process was followed ( Kevin/Mike/Passed unanimously by a roll voice vote Kevin H., Sid W., Mike F., Rick B., and Darlene K. voicing Yes).
- I. Checklist: 8 - Yes, 0 - No , 2 - N/A
- J. Findings of Fact: On file with application
- K. MOTION: To approve the application with the condition the north facade have code-compliant windows that match in color with the rest of the windows. (Kevin/Rick/Passed Unanimously by a roll voice vote with Kevin H., Dave W., Mike F., Rick B., and Darlene K. voicing Yes).

#### **IV. OLD BUSINESS –**

- A. WEBSITE GRANT – Dan Hoisington has submitted links to the tours and has added photos. Please review. There are a few items needed before the website goes live.
- B. GRANT FOR UPDATING THE G.A.R. HALL NOMINATION – The G.A.R. Hall remains closed.

#### **V. NEW BUSINESS -**

- A. VIBRATION MONITORING - The updated Vibration Monitoring Plan was reviewed. Darlene discussed the five tiers of response to an alarm. Kevin pointed out the Area of Potential Effect was expanded. Bill pointed out there has been some changes in the exterior of the Mason's Building. MOTION: To approve the Vibration Monitoring Plan with no changes (Kevin/Sid/ Passed by a roll voice vote with Kevin H., Sid W., Mike F., Darlene K., and Rick B., voicing Yes).

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- B. UPDATED CALENDAR - The updated calendar was discussed. The newspaper has changed their deadlines which required the city to update information for publication deadlines. This was informational only and no action needed.

**VI. REPORTS –**

- A. MEEKER COUNTY HISTORICAL SOCIETY - Sid had nothing to report.
- B. MN HISTORICAL SOCIETY - Darlene reported a save-the-date for the MN Historical Society Annual Conference. It is in Stillwater this year. We usually leave about Wednesday at noon and return late Friday afternoon. More information closer to the date.

**VII. ANNOUNCEMENTS –**

- A. Next meeting will be Monday, June 22, 2020 at 6:30 pm at City Hall.

**VIII. ADJOURNMENT – 8:07 pm**

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DARLENE KOTELNICKI  
CHAIRPERSON