

**I. CALL TO ORDER –**

A regular meeting of the Historic Preservation Commission was held in the City Council Chambers at the City Hall on Tuesday, May 22, 2019 commencing at 7:00 p.m. Chair Kotelnicki called the meeting to order. A quorum was established.

A. ROLL CALL:

Commissioner (Chair)	Darlene Kotelnicki	Present
Commissioner	Sid Willson	Present
Commissioner	Frank Koch	Present
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present
Commissioner	Dave Welker	Present
Commissioner	Kateri Kormann	Absent
Commissioner	Kevin Hovey	Absent
Commissioner, non-voting	Bill Hicks	Present

B. ANNOUNCEMENTS OF ADDITIONAL ITEMS: Old Business D. 2019 Goals

**II. MINUTES TO APPROVE –**

A. Historic Preservation Meeting - April 22, 2019 MOTION: To approve as submitted (Mike/Sid/Passed unanimously)

**III. PUBLIC HEARING – None**

**IV. OLD BUSINESS –**

A. 2018 CLG GRANT – Darlene reported she had reviewed all the videos. There were two pronunciation changes that may/may not get changed. There was one area she emailed Dan that needed to be changed. The wording on the GAR Hall include some statements that the city had turned the building over the Meeker County Historical Society to manage. This is not the case. She also asked Dan about completing the four AR videos before payment. Darlene copied Michael Koop on the date the final report is due and he said in July. The commission decided by consensus that they will wait until the final draft to approve.

B. PARADE OF COAS – The tour was done tonight with very good cooperation from property owners and very poor attendance.

C. 241 NORTH SIBLEY - There is not another COA available at this time. The property owner will need to give the structural engineer opinion and another COA for the HPC to act on. Discussion about what our focus should be related to a building with significant damage and/or deterioration. Questions about being outside our scope, making sure we have everything in writing, and making sure all public safety concerns are handled by the city were discussed. It was decided we act on COAs that are submitted. The property owner needs to submit his plan and we complete the checklist. Darlene gave copies of a letter from Mark Wood from October 2009 (included). The HPC had questions about demolition and possible hardship to restore a building. The advice from the city attorney was to stick to the ordinance.

D. GOALS FOR 2019 – The HPC reviewed them with no changes.

V. NEW BUSINESS –

A. CERTIFICATE OF APPROPRIATENESS - Darlene reported that there was an administratively approved extension for the properties at 19 and 23 East Depot Street.

B. DOWNTOWN CLOCK UPDATE - The city council approved that the Litchfield Downtown Council, Inc. could fundraise for a clock(s) in the two locations recommended by the HPC. There was also a request to work with city staff, the historic consultant, MN DOT, and city contracted services to determine the type of clock(s). There will be a conference call later this week. The members of the HPC shared their memories and expectations about this process. The city approved putting conduit and a base in two locations on North Sibley Avenue at 215 and 227 North Sibley as part of the MN DOT project. The group that requested to fundraise had no specific timeline given to them. The clock(s) could be put in after the MN DOT project; it depends on the fundraising. If the money is not raised, then the conduit and base remain there for possible future use.

C. 150th UPDATE - Darlene reported that July 8 would be business day and July 9 would be history day with a historic home self-guided driving tour and a play about the history of Litchfield at 2 and 7 PM at the opera house. Tickets are \$5. Wednesday, July 11 would be church day with a self-guided driving tour of schools and churches and an ecumenical service at Zion. Tickets are \$10.

D. MEEKER COUNTY HISTORIC PARTNERSHIP HISTORIC CRAWL - There will be a "historic crawl" on Saturday, September 21 with Meeker County historic groups taking part. More information to follow.

VI. REPORTS –

A. MEEKER COUNTY HISTORICAL SOCIETY – Memorial Day Pie and Ice Cream Social and Picnic went well.

B. MN HISTORICAL SOCIETY - Nothing

VII. ANNOUNCEMENTS –

A. Next meeting will be Tuesday, June 24, 2019 at 6:30 p.m. at City Hall

VIII. ADJOURNMENT – 8:20 p.m.

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DARLENE KOTELNICKI  
CHAIRPERSON

# **Parade of COAs May 2019**

## **Litchfield Heritage Preservation Commission**

### **Parkview Grille, 311 North Sibley**

This property owner has worked with the HPC several times for exterior improvements to his property. The door on the north side was added to make the patio accessible, a new front door was added, and the post WWII neon-like sign was also approved. This uses LED lighting which was not found in a post WWI sign. This was approved based on longevity and safety. Rather than neon and other gas-filled lights, the LED lights are safer. Although not part of a COA, since the HPC only deals with building exteriors and properties, the interior has also been extensively remodeled. Thanks to Garmon and Anne Tipka for their work to improve this property.

### **ReMax Realty, 309 North Sibley**

Pat Raiber and associates of ReMax Realty have improved their front facade in two stages. The first was replacing the front storefront windows, transoms, and bulk head. Then in 2018, the building was tuck pointed and painted. The result is a well-restored and attractive building. This was originally built in 1909 as a shoe store but for many years was a bakery with several different owners. Thanks to the ReMax owners for maintaining their building.

### **The Tavern on Main, 226 North Sibley**

This building was built as a three building complex in 1886 as a saloon. In 1914, when Litchfield voted to go dry (before prohibition), it was purchased by Freeman Cox and became the City Meat market. In 1970 it became a restaurant and has been that since. New owners, Mike and Bethany Lee have remodeled and updated the interior. They worked with the HPC for a new sign in the front and new exterior vents on the south facade for the new hood in the kitchen. Thanks to Mike and Bethany for updating the restaurant, both the interior and exterior.

### **Mimi's Cafe, 215 North Sibley**

Owner John Braun has returned the east facade to the original condition and uncovered several original parts of the structure. He has new windows, transom, and bulkhead along with a period-appropriate painted sign on the glass. The interior, although not part of a COA, has been remodeled by removing several structures that were added over the years. Thanks John for your quality work and improving an 1894 building.

### **Litchfield Chiropractic Center, 126 North Sibley**

Owners Frank and Brittany Kock purchased this building several years ago and began improvements. The exterior has new second story windows, a new sign, and has been tuck pointed. The interior has had extensive remodeling downstairs and the old hotel rooms upstairs have been remodeled into a love apartment for the family. One of Litchfield's first chiropractors, Dr. Bernard Detterman, had an office upstairs from the early 1920s to the mid-1930s. Then the building became the Litchfield Chiropractic Center in 1984 and has been one since. Thanks to Frank and Brittany for all your hard work to improve this 1916 building.

WOOD  
BERRY  
& RUE

P.L.L.P.

ATTORNEYS AT LAW

October 26, 2009

*Mark P. Wood*  
*David G. Berry*  
*Rebecca M. Rue*

*Leland A. Olson (1920-1998)*  
*Wendell Nelson (1911-1997)*

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Litchfield Heritage Preservation Commission  
126 North Marshall Avenue  
Litchfield, MN 555355

Dear Commissioners:

At your request, I have reviewed the Litchfield Heritage Preservation Commission Considerations For Demolition. I am limiting my comments to the legal and procedural matters presented by this document rather than any actual matters of content. It is my feeling that the matters of content are strictly City Council and Commission considerations of policy.

Reference to the Litchfield Historic Preservation Commission Ordinance should be changed to 153.

I understand that the purpose of this document is to identify considerations to be used as a guide for future decisions. My concern is that our ordinance, at Chapter 153.06 (B) 1-4 identifies the findings that the Commission should make when considering demolition. The considerations being proposed expand that list by identifying additional procedures and requirements. Any matters that are to be entertained by the Commission that extend beyond those identified in the ordinance would not be allowed. For that reason, it would be my recommendation that you either restrict your considerations to mirror those in our current ordinance, or in the alternative, add the new considerations to our existing ordinance by amendment. The purpose for this, is that the public should be able to determine, from our ordinance, all considerations that the Commission will make in reaching a decision.

If you would like, you could present the entire matter as an amendment to the ordinance at the same time the procedural changes are presented to the Council as discussed at the last City Council meeting.

Litchfield Historic Preservation Commission  
October 26, 2009  
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Any new terms identified in the considerations for demolition should be added to the definitions section of 153.02. Your review of the document can identify those items and if you need assistance in obtaining definitions, please let me know. It may be easiest if I meet with one of your members to further discuss the issues raised in this review.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Mark P. Wood', is written over a faint, illegible typed name.

MARK P. WOOD  
WOOD, BERRY & RUE, P.L.L.P.

MPW:mw

cc: Mr. Bruce Miller

## **HPC Goals for 2019**

GOALS FOR 2019 Based on the ordinance, our purpose centers around protection, promotion and education.

### Protection:

By the end of the second quarter, the HPC will work with city staff and community professionals to define the COA process, including the administratively approved process.

STATUS: Referred to city council, no change. One non-voting member added to commission who is a licensed architect.

By the end of the fourth quarter, the HPC will offer a class for area contractors.

### Promotion:

By the end of the third quarter, the HPC will recognize a person, place, and event that has been involved with local preservation.

By the end of the third quarter, the HPC will offer "A Parade of COAs" to highlight improvements made by property owners in the Commercial Historic District.

By the end of the fourth quarter, the HPC will have one cemetery/living history characters event.

### Education:

By the end of the first quarter, the HPC will distribute children's activity books at public events.

STATUS: Information available at Harvest Madness.

By then end of the fourth quarter, the HPC will have completed ten newspaper articles with information from the 2009 Historic Context Report.

By the end of the fourth quarter, the HPC will distribute the electronic downtown walking tour as part of Litchfield's 150th Anniversary.