

City of Litchfield – Heritage Preservation Commission

AGENDA PACKET

Monday, September 26, 2022 - 6:30 P.M.

AGENDA

Monday, September 26, 2022 - 6:30 P.M.

I. CALL TO ORDER

- A. ROLL CALL/DETERMINATION OF QUORUM
- B. ANNOUNCEMENT OF ADDITIONAL ITEMS

II. MINUTES

- A. Historic Preservation Meeting – August 22, 2022

III. PUBLIC HEARING:

236 North Sibley Avenue

- A. Open public hearing
- B. Declaration of conflict of interest or ex-parte
- C. Review of proper notification
- D. Introduction of completed application by Commission
- E. Presentation by applicant or designee
- F. Comments from other interested parties
- G. Closure of public hearing, with option to question applicant or parties
- H. Action on due process
- I. Checklist
- J. Findings of Fact
- K. Action on the application by the Commission
 - Approved (as submitted, as amended, with conditions, in concept)
 - Defer (more information needed by the Applicant or Commission)
 - Deny

IV. OLD BUSINESS:

- A. Report on MN Historical Society Conference – Kevin Hovey

V. NEW BUSINESS:

- A. Annual Report

VI. REPORTS: None.

VII. ANNOUNCEMENTS

- A. Next meeting will be Monday, October 24, 2022 at 6:30pm in City Hall

VIII. ADJOURNMENT

CALL TO ORDER

MINUTES

I. CALL TO ORDER –

A regular meeting of the Historic Preservation Commission on Monday, August 22, 2022, commencing at 6:30 p.m. was called to order by Chair Kotelnicki. A quorum was established.

A. ROLL CALL:

Commissioner (Chair)	Darlene Kotelnicki	Present
Commissioner	Sid Willson	Present
Commissioner	Rick Beecroft	Present
Commissioner (Plan. Comm. Rep)	Mike Flaata	Absent
Commissioner	Kevin Hovey	Absent
Commissioner	Dave Welker	Present
Commissioner	Holly Flemming	Present
Ex-officio	Bill Hicks	Present

II. MINUTES TO APPROVE – July 25, 2022 **MOTION: To approve as submitted (Rick/ Sid/Passed unanimously by a voice vote).**

III. PUBLIC HEARINGS

115 Sibley Avenue North

- A. Open public hearing at 6:31 p.m.
- B. Declaration of Conflict of Interest: None Ex-parte: None
- C. Review of Proper Notification - Per City
- D. Introduction of Completed Application by Commission: Darlene reviewed the COA.
- E. Presentation by Designee: DeAnn Rothstein was present and reviewed the application.
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 6:37 p.m. with option to recall applicant.
- H. **MOTION:** Due process was followed (Holly/Rick/Passed unanimously by a voice vote).
- I. Checklist: Completed 7 Yes 0 No 3 NA A discussion followed about which windows were being done. The applicant said 4 on the east facade and possibly one on the south and another 4 on the west facade. The window openings will not change and the windows will be double hung vinyl. Members of the HPC pointed out that vinyl windows are made to size so there would be no need to change the size of the windows. Vinyl windows were approved for this reason and also for energy efficiency and cost. **MOTION:** To approve as amended by completing page 2 of the application (Sid/Dave/Passed unanimously by a voice vote).
- J. Findings of Fact: completed and submitted to the city with the checklist.

K. **MOTION:** To approve as amended by completing page 2 (Sid/ Dave/Passed unanimously by a voice vote).

129 Sibley Avenue North

- A. Open public hearing at 6:45 p.m.
- B. Declaration of Conflict of Interest: None Ex-parte: None
- C. Review of Proper Notification - Per City
- D. Introduction of Completed Application by Commission: Darlene reviewed the application.
- E. Presentation by Applicant or designee: Duane Hoeschen was present representing the property owner after she sent a text message requesting this. Duane presented the color samples selected by the property owner. They have selected Glidden Sandy Cove brown OOYY30-200
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 6:51 p.m. with option to recall applicant.
- H. **MOTION:** Due process was followed (Holly/Rick/Passed unanimously by a voice vote).
- I. Checklist: Completed 4 Yes 0 No 6 NA
- J. Findings of Fact: completed and submitted to the city with the checklist.
- K. **MOTION:** To approve as submitted with the addition of Glidden Sandy Cove Brown OO YY 30-200 (Rick/Holly/Passed unanimously by a voice vote).

219 Sibley Avenue North

- A. Open public hearing at 7:01 p.m.
- B. Declaration of Conflict of Interest: None Ex-parte: None
- C. Review of Proper Notification - Per City
- D. Introduction of Completed Application by Commission: Darlene reviewed the COA.
- E. Presentation by the property owner or designee: Judy Hulterstrum explained the COA and submitted paint samples: Valspar 40067 Arbitrary, Blue Freedom V111-6, Weathered Plank V147-5, Midnight Sonata V109-6, and Greenish Gray V144-6. Judy also reviewed the new sign and stated the final color combination will be determined after the sign is up.
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 7:05 p.m. with option to recall applicant.
- H. **MOTION:** Due process was followed (Holly/Sid/Passed unanimously by a voice vote with Rick Beecroft abstaining).
- I. Checklist: Completed 6 Yes 0 No 4 NA
- J. Findings of Fact: completed
- K. **MOTION:** To approve as submitted (Holly/Sid/Passed unanimously by a voice vote with Rick Beecroft abstaining).

236 Sibley Avenue North

- A. Open public hearing at 7:13p.m.
- B. Declaration of Conflict of Interest: None Ex-parte: None
- C. Review of Proper Notification - Per City
- D. Introduction of Completed Application by Commission: Darlene reviewed the COA and photos.
- E. Presentation by the property owner or designee: Duane Hoeschen was present representing the property owner after she sent a text message requesting this. Duane stated the COA said to paint trim and door on the east facade black but they would like to paint it white; COA amended. After reviewing item # 2, there was concern about what was being painted. The COA stated east facade and the designee said they may paint the north facade and repair some loose bricks. The rear of the building has unpainted brick in some areas. The Inventory for this property was checked and stated "Moisture issues may be attributable to the structural tile used, which is exposed on the north elevation. This type of tile was not intended for exterior use, and may not be water tight. Recommendations are to rebuild the brick veneer wall and repoint and replace brick and mortar where necessary." This is from October 2009. After discussion, it was determined item #2 need more information and further investigation.
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 7:28 p.m. with option to recall applicant.
- H. **MOTION:** Due process was followed (Rick/Holly/Passed unanimously by a voice vote).
- I. Checklist: Completed 6 Yes 0 No 4 NA
- J. Findings of Fact: completed
- K. **MOTION:** To approve as amended to exclude item #2 due to more information needed (Rick/Dave/Passed unanimously by a voice vote).

240 Sibley Avenue North

- A. Open public hearing at 7:33 p.m.
- B. Declaration of Conflict of Interest: None Ex-parte: None
- C. Review of Proper Notification - Per City
- D. Introduction of Completed Application by Commission: Darlene reviewed the COA.
- E. Presentation by the property owner or designee: Duane Hoeschen was present representing the property owner after she sent a text message requesting this. Duane presented the request to paint the east facade only, not the south side of the rear of the building, the same color as the existing gray. The COA states paint trim, east and west facades black but the designee requested changing this to white.
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 7:36 p.m. with option to recall applicant.

H. **MOTION:** Due process was followed (Holly/Dave/Passed unanimously by a voice vote).

I. Checklist: Completed 4 Yes 0 No 6 NA

J. Findings of Fact: completed

K. **MOTION:** To approve as amended to change paint color for trim from black to white. (Rick/Sid/Passed unanimously by a voice vote)..

IV. OLD BUSINESS -

A.. MN Historical Society Conference - Darlene, Kevin, and Bill will be attending.

V. NEW BUSINESS -

A. Discussion of Possible Incentives for Second Story Housing Development - The commissioners felt the city's \$8000 1: 1 matching grant is a good incentive. The SWIF grant was discussed and all felt that was also a good option.. We all agreed there is a need and that it makes sense to rehabilitate an existing structure rather than building all new.

B. Parking - Everyone agreed that parking is an issue as second story housing expands. Could the city designate spaces in the public lots? Charge a rental fee? The commissioners agreed we need to all look for solutions as we move forward.

VI. REPORTS - None

VII. ANNOUNCEMENTS -

A. The next meeting will be Monday, September 26, 2022 at 6:30 pm in City Hall.

VIII. ADJOURNMENT - 8:01 p.m.

DARLENE KOTELNICKI
CHAIRPERSON

PUBLIC HEARING

236 N. Sibley Ave.