

I. CALL TO ORDER –

A regular meeting of the Historic Preservation Commission on Monday, January 22, 2024, 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	Connie Lies	Present
Commissioner	Rick Beecroft	Absent
Commissioner (Plan. Comm. Rep)	Gary Barnes	Present
Commissioner	Ian McGuire	Present
Commissioner	Dave Welker	Present
Commissioner	Holly Flemming	Present
Ex-officio	Bill Hicks	Absent

II. MINUTES TO APPROVE – MOTION: To approve as submitted Connie/Holly/Passed unanimously by a voice vote.

III. PUBLIC HEARING:

202 Sibley Avenue North

- A. Open public hearing at 6:33 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 for the signs on the west and south facades..
- E. Presentation by the property owner or designee: A letter from the property owner gave the applicant the right to speak to the sign COA. Neither were present.
- F. Comments from Other Interested Parties: None
- G. Closure of Public Hearing at 6:38 p.m. p.m. with option to recall applicant.
- H. **MOTION:** Due process was followed (Connie/Gary/Passed unanimously by a voice vote).
- I. Checklist: Completed 1Yes 3 No NA 6 The commissioners discussed the application and the process by which it came to us first. Connie expressed that the size noted on the COA exceeds the current sign ordinance. Darlene pointed out that we cannot use that as criteria for the COA. Holly pointed out the correct property owner was listed when the applicant completed the COA. It seems the sign was put up and now asking for approval. Darlene pointed out this red is not on our historic color palette and the sign does not maintain the historic district. Ian felt the sign just looks too big for that building. Dave understands Connie’s concerns and felt the city needs to stay on top of this and follow the applicable ordinances. If this one slides through, so will the next one.
- J. Findings of Fact: completed
- K. **MOTION:** To deny as submitted (Connie/Dave/Passed unanimously by a voice vote). The commissioners want to send this to city staff, the property owner, and applicant and request a drawing or photograph with the next COA. Please include a copy of the color palette with the letters.

IV. OLD BUSINESS - NONE

V. NEW BUSINESS –

A. Administratively approved COA – 234 Sibley Avenue North (PIN: 27-0721-000 **MOTION:** To approve 234 as submitted (Connie/Dave/Passed unanimously by a voice vote).

B. \$2M Downtown Façade Grant – Darlene gave an update and reviewed previous discussions from the October HPC meeting. We discussed a match of 25% and that each building/application stands on its own merit, ie: if a property owner owns multiple properties, each are considered on its own. The group confirmed this. Darlene also discussed the possible criteria of being current on taxes, have utilities and being current, and using the property for uses in the B-2 zoning. Holly pointed out that a building may not have utilities but the end result of the grant made it possible to have them, that should be considered. Holly asked, Do we divide the amount by the number of buildings and the same amount to each property? A question was asked, should there be a cap on the amount? Connie asked, should there be different awards for contributing and non-contributing? Does this project improve the historic integrity of the commercial historic district? Dave asked, What if building #1's issues are affecting adjacent building #2's property? Shouldn't we use this money to fix that? Ian asked, could we get input from property owners? Darlene: Concerns about safety issues and ordinance compliance like boarded up windows. Possible issues would be safety, roof, ordinance compliance, and energy efficiency. Connie suggested setting some priorities like historic integrity and other reports. Gary expressed he felt strongly that this is a façade grant to improve the public facades of the buildings. He does not think we should address roofs and non-public facades. After each commenting on this, we decided by consensus this is our first priority. Darlene will check about a meeting with property owners in February or more likely March. We also felt that sometime in the future, a joint HPC and council work session is in order.

VI. REPORTS - None

VII. ANNOUNCEMENTS -

A. The next meeting will be Monday, February 26, 2024 at 6:30 pm in City Hall.

VIII. ADJOURNMENT – 8:20 p.m.

DARLENE KOTELNICKI
CHAIRPERSON