

I. CALL TO ORDER –

A regular meeting of the Historic Preservation Commission on Monday, February 27, 2023, 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	Present
Commissioner (Plan. Comm. Rep)	Mike Flaata	Present
Commissioner	Kevin Hovey	Present
Commissioner	Dave Welker	Present
Commissioner	Holly Flemming	Present
Ex-officio	Bill Hicks	Present

II. MINUTES TO APPROVE – January 23, 2023 Bill Hicks stated he was present and the minutes have absent next to his name. **MOTION:** To approve as amended and note that Bill Hicks was present (Mike/ Dave/Passed unanimously by a voice vote).

III. PUBLIC HEARING 100 Sibley Ave North

A. Open public hearing at 6:32 p.m.

B. Declaration of Conflict of Interest: Darlene stated she had talked to the applicant about the process and required materials for the COA. Ex-parte: None

C. Review of Proper Notification - Per City

D. Introduction of Completed Application by Commission: Darlene reviewed the COA for second story exterior stair cases and windows..

E. Presentation by the property owner: Mike Corcoran was present with his spouse. Mike spoke about his need for two exterior second story staircases because he would like to make five apartments upstairs. The north facade is currently a doorway under the metal siding. He would like to open that up. On the east facade, there is a doorway but no staircase. He also requests opening up 6 windows on the east facade by cutting out the metal siding and applying a bead of caulking. He will not replace the windows but repair them with new glass, glazing, and caulking. He plans to paint them black. On the south and west facade he plans to repair second story windows. Mike will replace aluminum storm windows with like storm windows if necessary.

F. Comments from Other Interested Parties: None

G. Closure of Public Hearing at 6:42 p.m. with option to recall applicant. The members of the HPC had a lengthy discussion about the proposed changes. Connie Lies consulted the Design Guidelines which state there could be no penetrations into the metal siding. The applicant was recalled and a general discussion occurred about this topic. Dave Welker suggested the applicant remove one or two pieces of siding to see the status of the brick. If it is good he could remove all of it and refinish the windows. The applicant asked about what to do with damaged bricks or mortar. Members of the HPC felt it was appropriate to repair or replace

the bricks with identical bricks. Initially, the applicant considered withdrawing the COA but after more discussion, he decided to amend the COA to include an item number 6 about removing one or two panels of metal siding and then all of it if the bricks are in good condition. Item #6 also allows for repair/replacement of brick and mortar with like materials. There was discussion about the material used for the steps (treated lumber), whether or not the steps would be covered (no), and the public versus non-public facades. It was a consensus that the east side is visible from the highway and should be considered a public facade.

The commissioners recalled the applicant to answer questions about property ownership, the support of the east stairway on the adjoining building's roof, and both staircases coming out on property he does not own. After considerable discussion, it was decided that these issues are outside of the scope of the HPC and will be decided by other local, state, and federal laws, ordinances, and guidelines.

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

I. Checklist: Completed 8 Yes 0 No 2 NA

J. Findings of Fact: completed

K. **MOTION:** To approve in concept and as amended (#6) but contingent on local, state, federal codes, regulations, and laws. (Dave/Rick/Passed by a voice vote with all commissioners voting yes except Mike Flaata who voted nay).

IV. OLD BUSINESS - CLG Grant Darlene suggested the city will not apply for a grant at this time due to having done two last year.

V. NEW BUSINESS – NONE

VI. REPORTS - None

VII. ANNOUNCEMENTS - Darlene reported about the issues getting the benches. Materials not available, back ordered, color not available, and no date scheduled for possible delivery. Dave is looking into other benches. She will update the HPC as she knows more.

A. The next meeting will be Monday, March 27, 2023 at 6:30 pm in City Hall.

VIII. ADJOURNMENT – 8:00 p.m.

DARLENE KOTELNICKI
CHAIRPERSON