

MINUTES  
HISTORIC PRESERVATION COMMISSION  
December 4, 2009

MEMBERS PRESENT: Scott Sogge, Pat Roseland, Jean Kessloff, David Viall, Kenneth Loeschke, Duane Baumgartner, John Wagner

OTHERS PRESENT: Derek Willhite, Peg Willhite, Greg Wick, Rod Johnson, Bill Kessloff, Aaron Costello, Michelle Dennis, Marcia Elkins, Karen Bulman, Sharlene Mitchell

Call To Order

Loeschke called the meeting to order at 7:32 a.m.

Approval of Meeting Agenda

**Roseland moved, Baumgartner seconded and carried unanimously to approve the Meeting Agenda as presented.**

715 11<sup>th</sup> Street (09RS026)

D. Willhite presented the request to remove two small windows on the rear and right side of the house noting that the openings would be covered with siding to match the existing siding.

In response to a question from Wagner, D. Willhite indicated that the windows are not needed and are too small. P. Willhite indicated that there are full size windows located in both rooms. In response to a question from Wagner, D. Willhite indicated that the rear interior space will be converted to a bathroom noting the impact the location of the small window has on the room layout. D. Willhite indicated that the side room will be utilized as a bedroom noting that this room was previously utilized as the bathroom.

Wagner stated that he understood the impact the windows would have on the interior room layouts noting that the windows would not have to be removed to accommodate the interior changes. Wagner suggested that the interior window openings be sealed and closed to accommodate the interior changes while leaving the window frame and glass on the exterior.

Elkins asked if there is documentation on whether the windows are original to the house. Viall indicated that he had inspected the windows and they appear to be original. Wagner indicated that retaining the window openings on the exterior would allow a future owner to restore the windows. P. Willhite indicated that the window widths are insufficient to meet emergency access requirements.

J. Kessloff provided information to Willhite from the National Park Service addressing the benefits of retaining and restoring windows versus removing or replacing them. Discussion followed regarding the availability of the original storm windows, the historical information available from the Sanborn maps, the retention of the exterior window openings and the available materials that would facilitate the exterior window retention.

Viall stated that the two small windows are a character feature of the house. Wagner indicated that the contributing status indicates that the structure has significant architectural features. Discussion followed regarding the contributing status of the structure and the impact of the proposed alterations.

**Roseland moved, Sogge seconded and carried to recommend a finding that the removal of one window on the rear elevation and one window on the right elevation with the openings to be covered with matching siding on the property located at 715 11<sup>th</sup> Street will have no adverse effect on historic property. (Vote: 4 to 3)**

918 St. Cloud Street (09RS027)

Wick presented the property survey and site plans to modify the existing duplex located at the rear of the property for use as storage/garage. Wick indicated that the structure is non-contributing and in serious disrepair. Wick indicated that its previous use as a rental placed too many people in too small a space.

Discussion followed regarding the proposed elevations and alterations to the existing structure. Wick indicated that the remodel would salvage only the exterior walls noting that the floor would be removed, the basement would be filled in, a new concrete floor would be installed, a new roof would be constructed and the west addition would be removed to reduce the garage width to the same width as the residential structure. Discussion followed regarding the City ordinances prompting the utilization of the existing footprint for the structure remodel.

**Viall moved to recommend a finding that the modification of the existing structure for use as storage/garage on the property located at 918 St Cloud Street will have no adverse effect on historic property. Wagner seconded the motion.**

In response to a question from B. Kessloff, Wick indicated that the intent is to remodel the garage to complement the house and to make the property compatible with the neighborhood.

J. Kessloff provided copies of the Sanborn area map and asked if there were plans to restore the original siding to the house. Wick addressed the financial investment required to rehabilitate the interior of the home and remodel the garage noting that residing the house was not a consideration at this time.

J. Kessloff thanked Wick for remodeling the garage and provided a friendly amendment to the motion to recommend that the proposed pillar design be modified to a single column set in concrete, that the window shutters be removed and that the windows be a one-over-one design to match the house. Viall and Wagner accepted the friendly amendment.

**The amended motion to recommend a finding that the modification of the existing structure for use as storage/garage on the property located at 918 St Cloud Street will have no adverse effect on historic property with the following design modifications: that the decorative pillar on the right elevation be a single column set in concrete, that the shutters be eliminated from all windows and that the windows be one-over-one design to blend with the residential structure carried with Sogge abstaining.**

333 Sixth Street (09DM025)

Bulman presented the application to install two new doors and one new window to the south elevation of the Sixth Street property to provide improved access to and from the bus terminal. Johnson indicated that the doors and windows were included in the first 11.1 Review noting that they were inadvertently not identified for discussion. Johnson indicated that the new doors will provide a more direct access to the bus parking on the south side of the building noting that the new window will provide better visual access to the bus parking area.

In response to a question from Wagner, Johnson addressed the interior work being performed noting that the intent of the remodel is to extend the useful life of the structure. Discussion followed regarding the amendment to the Memorandum of Joint Powers Agreement exempting interior construction on non-historic buildings in the environs from the 11.1 Review Process.

**Baumgartner moved, Viall seconded and carried unanimously to recommend a finding that the installation of two new doors and one new window on the south side and replacement of existing doors and windows per keyed notes on the elevation plan sheet on the property located at 333 Sixth Street will have no adverse effect on historic property.**

#### Approve Minutes

Mitchell indicated that the November 20, 2009 minutes would be presented at the December 18, 2009 meeting for formal action.

#### Treasurer's Report

Bulman indicated that there were no expenditures for review.

#### Grant for Individual Nomination

Roseland indicated he and Baumgartner are recommending that the main building of the Trinity Lutheran Church and the Jefferson School on East Boulevard be considered for the individual nomination project. Baumgartner indicated that the physical condition of other structures under consideration would make them ineligible for nomination proposal.

J. Kessloff indicated that she has visited with representatives from both the Trinity Lutheran Church and the Christian Science Church noting that the Trinity Lutheran Church is undecided on the nomination.

Dennis indicated that the 1990 Study included a list of identified properties and suggested that the Commission review it for potential properties. Dennis suggested that the Commission also consider a public outreach program and publish an article addressing the benefits of historic preservation and the criteria for individual nomination. Dennis indicated that should an interested individual come forward as a result of the article, the Commission could then use the grant funds to facilitate the nomination for that property.

Discussion followed regarding the available grant funding, the timeframe for expenditure of those funds and the public outreach proposal. Bulman clarified that the grant funding is to be utilized to hire a consultant to complete the nomination application. Discussion followed regarding the financial resources available to facilitate the nomination project.

Loeschke requested that the Individual Nomination Funding be placed on the December 18, 2009 agenda and that staff provide clarification of the available funding and consultant selection process.

#### Old Business

**In response to a request from B. Kessloff, Roseland moved, Sogge seconded and carried unanimously to amend the meeting agenda to add New Business Item 2 Disclosure Process.**

B. Kessloff and Wick addressed the proposed language to be added to the Seller Disclosure statement requiring disclosure of a residential property's historic district status. B. Kessloff briefly summarized the meeting with Chris Nelson from the State Historic Preservation Office noting Nelson's support for the disclosure requirement as it will be effective state wide. B. Kessloff indicated that the revisions to the Seller Disclosure document will be placed on the Legislative Calendar.

Viall left the meeting at this time 8:50 a.m.

#### Timesheets

Loeschke reminded members that their October and November timesheets are due.

Sogge stated that he and Dennis had met the owner of 816 12<sup>th</sup> Street on-site to review the project and provide direction noting that she had misunderstood the Commission's suggestions and assumed she was required to hire an architect to assist with her project. Sogge indicated that he advised her she did not have to hire an architect noting that he did recommend that she work with a draftsman to complete the elevation drawings. Dennis indicated that there is concern regarding the impact of the proposed addition on the lot coverage requirements noting that they recommended that the owner work with the Building Inspections on the lot coverage requirements.

Bulman indicated that the owner has visited with Building Inspection staff and that she is upset with the process. Bulman indicated that she has made attempts to contact the owner but has not received any response to date.

#### Dakota Middle School National Register Nomination

In response to a question from J. Kessloff, Bulman indicated that the Mayor may attend the December 11, 2009 nomination meeting noting that it is her understanding that the School is also preparing a letter of formal objection. Bulman indicated that Elkins and J. Kessloff are scheduled to attend the Buildings Committee meeting next week.

J. Kessloff indicated that she has discussed the nomination with Wes Storm and she and Dennis have met with Dr. Wharton noting that the School has indicated they will attend the December 11, 2009 meeting but have not clarified their position on the nomination request. Dennis indicated that the School's concern is more with the review process than with the nomination request noting the concern that the review process will substantially increase the time required to secure project approval.

B. Kessloff addressed the overwhelming community support for the nomination noting that the Board of Trustees only determines the structure's qualifications for placement on the register. J. Kessloff indicated that she feels all parties understand that they need to work together. Baumgartner indicated that he had clarified the review process with the Theatre Group.

Discussion followed regarding the nomination request, the impact to the School's building plans and the impact on the Commission's relationship with the community.

J. Kessloff indicated that she had participated in the Dakota Middle School consultant interviews noting that the applicants were aware of the structure's historic status and had indicated that they would work with the State and local offices on the project.

Historic Preservation Ordinance

B. Kessloff requested that the memorandum from the West Boulevard Study Committee be presented for discussion. Loeschke indicated that as the memorandum should not be presented for discussion until it has been provided to the entire Commission. Roseland concurred noting that the memorandum is to the West Boulevard Study Committee and should not be addressed by the Commission at this time.

B. Kessloff expressed his concern with the lack of forward movement from the West Boulevard Study Committee and volunteered to prepare guidelines at the Commission direction.

Roseland indicated that the West Boulevard Study Committee is not delaying noting that the members are volunteers working on their own time. Roseland addressed the need to secure input from the West Boulevard neighborhood on the proposed ordinance before taking it forward for adoption.

Loeschke requested that the West Boulevard Study Committee memorandum be placed on the December 18, 2009 agenda.

Other Business

J. Kessloff objected to the Commission's action on the 11.1 Review Request for 715 11th Street and expressed her opinion that that the Commission has not adhered to the Secretary of Interior Standards. Discussion followed regarding the elements utilized by the various Commission members when reviewing the individual requests.

Adjourn

There being no further business the meeting was adjourned at 9:24 a.m.