

**HISTORIC PRESERVATION COMMITTEE MINUTES**  
**OF MAY 10, 2004**

Meeting called to order by Chairperson Guensburg at 5:00 PM in Suite 110 of City Hall Plaza.

**PRESENT:** Iris Guensburg, Sarah Fuelleman, Lyman Smith, Alderman Mike Feirer, David Korth

**ABSENT:** John Peters, Pete Turney

**ALSO PRESENT:** Bonnie Curtiss, Planner/Zoning Administrator, Amber Miller, Director of Planning & Economic Development, Mayor Meyers

Minutes of the April 12, 2004 meeting were presented for approval.

**HP04-14** Motion by Fuelleman, second by Smith to approve the minutes of the 4/12/04 meeting with correction. All Ayes.

**Motion Carried**

**Discussion/action on Historic Preservation Brochure.**

Fuelleman asked Smith to have designer design the brochure with original text approved by the Committee. Fuelleman pointed out that the current copy of brochure includes text that was not approved by the Committee and actually includes some false information. Smith will follow-up with designer to have brochure designed with approved text and he will provide a copy to forward to Committee for review.

**Discussion on Committee's policies or practices regarding owner's consent prior to nomination of properties as local landmarks or part of a local district.**

Curtiss noted that agenda items #4 and #5 are related and probably could be discussed together. Miller noted that Attorney Hutchinson did give a verbal opinion regarding designation of properties without owner's consent. Atty Hutchinson said that the action may be considered 'a taking' for residential properties, but not necessarily so for commercial properties. Miller will request that Atty Hutchinson provide an opinion in writing to Committee.

**Discussion/evaluation of the code regarding the powers and duties of the Committee in recommending designations of historic sites or districts with or without owner's consent.**

Curtiss updated the Committee on a request made by Alderman Stauber. At the April 27, 2004 Common Council meeting, Alderman Stauber recommended that until the code is changed, they should adhere to the code regarding the Committee's powers to nominate structures with or without owner's consent. Alderman Stauber further requested that the Committee evaluate the code and make a recommendation to the Plan Commission and then City Council regarding nomination of properties.

**HP04-15** Motion by Fuelleman, second by Korth to table to next meeting for further review and discussion. All Ayes.

**Motion Carried.**

**Discussion on 'Thomas House' and 'The Depot' historic site applications.**

Curtiss mentioned that the discussion was added to the agenda to get owner's and Committee's comments regarding pursuing a local historic site application and nomination on these two historic properties. The property owner, Lyman Smith, updated the Committee that he is still interested in having the two structures added to the municipal register of historic places and would welcome a nomination for historic designation from the Committee. He mentioned that he would like to create a more detailed historic study report and attach to the applications for review and action by the Committee at the June meeting.

**Discussion of historic preservation ‘promotional concepts’.**

Curtiss talked with the St. Cloud, MN planning office to get more information on how the ‘Century Home’ program works with their local preservation ordinance. Curtiss wanted more information specifically if the promotional program encouraged the owners to further seek a local historic designation. The planner with St. Cloud mentioned that there are no individual properties on the local register, only local districts. She also mentioned that well over half of the homes in the honorary ‘century home’ program are already located within a local residential district. The planner noted that the local historic preservation committee has had good success in local district designations due to organizing many meetings with the property owners in bounded area of proposed district, presenting findings of historical survey reports, explaining purpose of historic preservation, districts, etc., prior to official nomination of the local district.

**Election of Chairperson**

**HP04-16** Motion by Smith, second by Korth, to nominate Sarah Fuelleman for Chairperson.

Nominations were closed.

**Motion Carried.**

**Election of Vice-Chairperson**

**HP04-17** Motion by Korth, second by Feirer, to nominate Iris Guensburg for Vice-Chairperson.

Nominations were closed.

**Motion Carried.**

**Next Agenda**

Discussion/action of Historic Preservation brochure, discussion of policies/practices on owner’s consent to designate property to local register, evaluation of code.

The next meeting will be June 14, 2004.

Motion by Feirer, second by Korth, to adjourn at 6:35PM. Motion Carried.

Respectfully submitted,  
Bonnie Curtiss  
Planner/Zoning Administrator