



HERITAGE PRESERVATION COMMISSION DESIGN REVIEW MEETING AGENDA

Wednesday, May 18, 2016
5:00 P.M.

1. **CALL TO ORDER**

2. **ROLL CALL**

_____ Co-Chair Vujovich
_____ Co-Chair Randers
_____ Commissioner Cox
_____ Commissioner Bolton-Iverson
_____ Commissioner Stern

3. **APPROVAL OF AGENDA**

A. Approval of Agenda for May 18, 2016 meeting

4. **APPROVAL OF MINUTES**

A. Approval of the minutes of the April 20, 2016 meeting

5. **BUSINESS**

A. **Update Regarding Project for Local Designation of Historic Properties**

i. **Six Completed Nomination Forms**

B. **Historic Plaques**

C. **Other**

6. **ADJOURNMENT**

A quorum of the City Council or Other Commissions may be present to receive information.

**HERITAGE PRESERVATION COMMISSION
DESIGN REVIEW
City of Afton, Minnesota**

**MEETING MINUTES
April 20, 2016**

- Item 1. CALL TO ORDER:** The meeting was called to order at 5:10 pm.
- Item 2. ROLL CALL:** Present: Commissioners Randers, Cox, Stern,
City Officials: Ron Moore, City Administrator
Bill Palmquist, Councilmember Ward 1

Absent: Commissioners Vujovich, Bolton-Iverson
- Item 3. APPROVAL OF AGENDA:** A motion was made by Cox to approve the April 20, 2016 Agenda.

Seconded by: Stern
Vote taken: Vote: Yes - 3, No - 0, Motion carried
- Item 4. APPROVAL OF MINUTES:** A motion was made by Stern to approve the March 9, 2016 Minutes.

Seconded by: Randers
Vote taken: Vote: Yes - 3, No - 0, Motion carried
- Item 5. BUSINESS:**
- A. Update Regarding Project for Local Designation of Historic Properties:
1. Six Completed Nomination Forms:
 - a. Tom Zahn reported to Ron Moore that we may need two to three more properties (with Owner approvals) to meet our total of 13 Properties goal. Councilmember Palmquist and HPC Commissioners will continue to work on this issue.
 - b. Regarding the Putman House located at 3192 St. Croix Trail, consider reorganizing or removing the existing "for sale" merchandise so the building can be better photographed.
 - c. Stern suggested a correction on Page 2, last sentence of his property, the "Squire House Gardens", to change the date to 1970 rather than 1980.
 - d. The six draft submissions as produced by Tom Zahn are approved subject to minor changes to be submitted to SHPO for their review.

B. Historic Plaques:

- a. Randers will research and gather examples of historic plaques.
- b. The HPC will work with the City Council for acknowledgement to residents and business owners who have taken care of their properties to preserve their historic integrity and features.

C. Update Regarding downtown Improvement Projects:

- a. Ron Moore gave an update regarding the findings of the Archeologist and the City's future storm water pond. He also discussed the historic survey done by Blondo Consulting, LLC. who specialize in heritage preservation and archeology.

D. Other:

- a. Jim Randers requests City staff and Council to keep volunteer groups, such as the Heritage Preservation Commission, in the loop when new construction projects are being proposed and also to consider early review by the HPC during the concept phase.

Item 6. ADJOURNMENT:

A motion to adjourn was made by Stern.

Seconded by: Cox

Vote taken: Vote: Yes - 3, No - 0, Motion carried

The next DR/HPC meeting will be: **Wednesday ~ May 18, 2016 @ 5:00pm**