City of Afton

# HERITAGE PRESERVATION COMMISSION
# DESIGN REVIEW MEETING AGENDA

Wednesday, September 21, 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 September 21, 2016 meeting

4. **APPROVAL OF MINUTES**
   A. Approval of the minutes of the August 17, 2016 meeting

5. **BUSINESS**
   A. **Design Review – Squire House Gardens Fence**
   B. **Local Designation of Historic Properties**
   C. **Historic Plaques**
   D. **36th Annual Historic Preservation Conference Report**
   E. **Early Notification to HPC of Proposed Construction Projects**
   F. **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
## August 17, 2016

**Item 1. CALL TO ORDER:** The meeting was called to order at 5:05 pm.

**Item 2. ROLL CALL:** Present: Commissioners Randers, Cox, Bolton-Iverson

City Officials: Ron Moorse, City Administrator
Bill Palmquist, Councilmember Ward 1

Absent: Commissioners Stern, Vujovich

**Item 3. APPROVAL OF AGENDA:** A motion was made by Cox to approve the August 17, 2016 Agenda.

Seconded by: Bolton-Iverson
Vote taken: Vote: Yes – 3, No - 0, Motion carried

**Item 4. APPROVAL OF MINUTES:** A motion was made by Randers to approve the June16, 2016 Minutes (there was no quorum for the July 20 HPC meeting).

Seconded by: Bolton-Iverson
Vote taken: Vote: Yes – 3, No - 0, Motion carried

**Item 5. BUSINESS:**

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

1. Final Two Properties:

   a. Bolles House
   b. Bissell Mound

   These 2 properties were completed by our Consultant, sent to the City of Afton and forwarded on to the State of Minnesota Historic Preservation Office (SHPO) by City Administrator, Ron Moorse.

2. The Afton City Council approved all 13 properties by resolution in the August 16, 2015 meeting.

B. Historic Plaques:

1. Randers presented a layout with suggestions from Stern that the name of the property be the largest font at the top of the plaque. This was approved by all present. See attached sample layout. Plaque design, color selection and placement location on properties are To Be Determined.

2. Two sizes have been selected: 9"x13" and 11"x13". The smaller was approved for most residential installations. The larger may be used for properties where a free-standing sign on a post seems appropriate, for example the Town Square Park.

3. The Commission is requesting the City Council to approve financing and installation of the plaques.

4. Randers and Cox will review each property on-site and consult with each property owner as to where they would want the plaque to be placed.

C. Early Notification to HPC of Proposed Construction Projects:

This item will be continued to the September meeting.

D. Other:

1. Commissioner Cox will attend the 36th Annual Statewide "Historic Preservation Conference" in Hastings, MN on September 7-9, 2016, representing Afton HPC. Other Commissioners are encouraged to attend all or part of the conference.

**Item 6. ADJOURNMENT:** A motion to adjourn was made by Cox.

Seconded by: Bolton-Iverson
Vote taken: Vote: Yes – 3, No – 0, Motion carried

**The next DR/HPC meeting will be: Wednesday ~ September 21, 2016 @ 5:00pm**

Attachment: Historic Plaque example

11”

9”

# Squire House
# 1885
## City of Afton
### Local Historic Designation

5A

SQUIRE HOUSE GARDENS
AFTON

9-4-16

RON -

PLEASE FIND ENCLOSED A SKETCH & PHOTOS TO SUPPORT A NEW FENCE FOR THE SQUIRE HOUSE GROUNDS.

WE ARE DESPERATE TO CONTROL DEER DAMAGE.

PLEASE INCLUDE FOR REVIEW AT THE NEXT HPC/DR MEETING.

- MARTIN STERN

P.O. Box 297, Afton, Minnesota 55001 ❦ Phone (651) 436-8080 ❦ Fax (651) 436-3600
www.squirehousegardens.com

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AFTON

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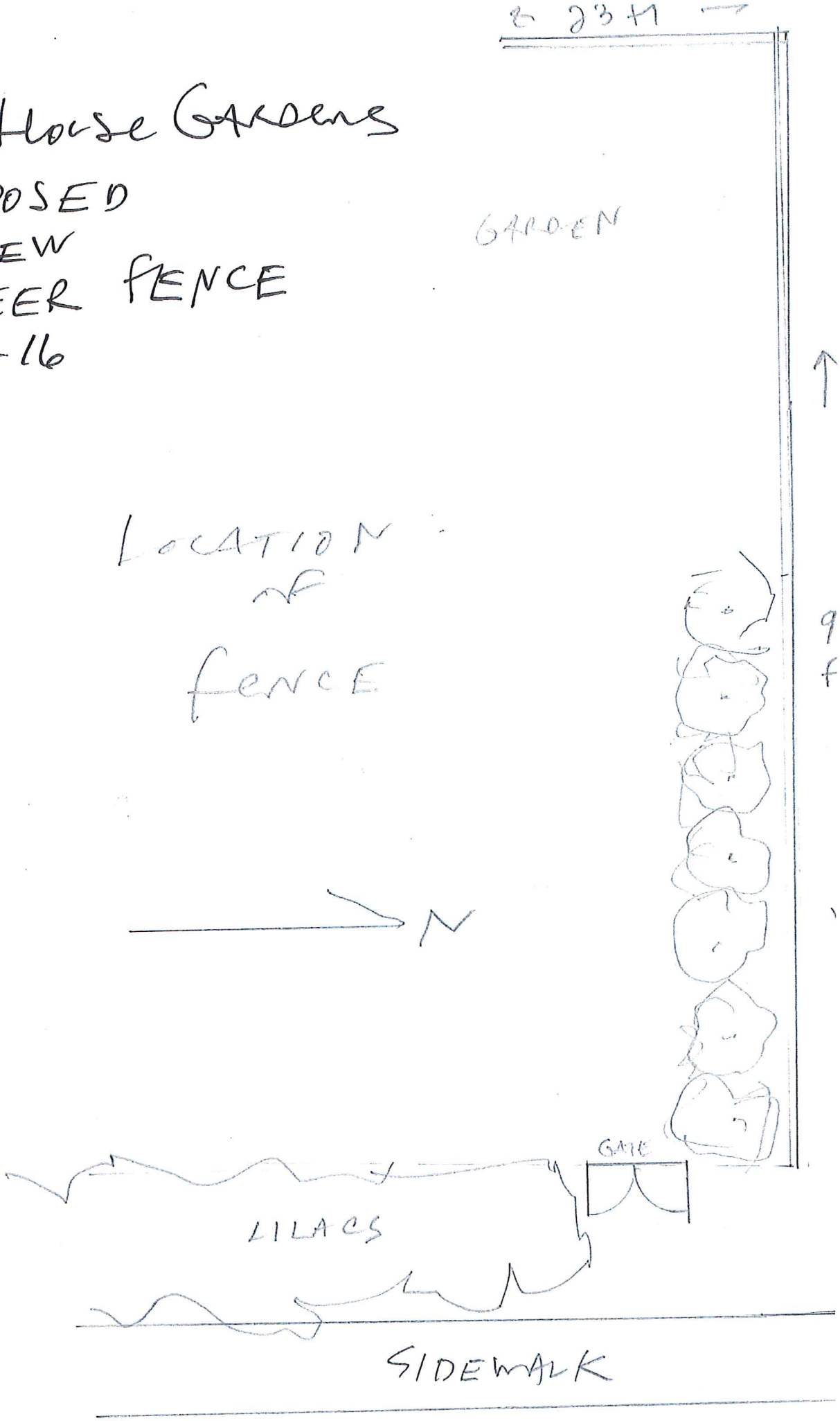
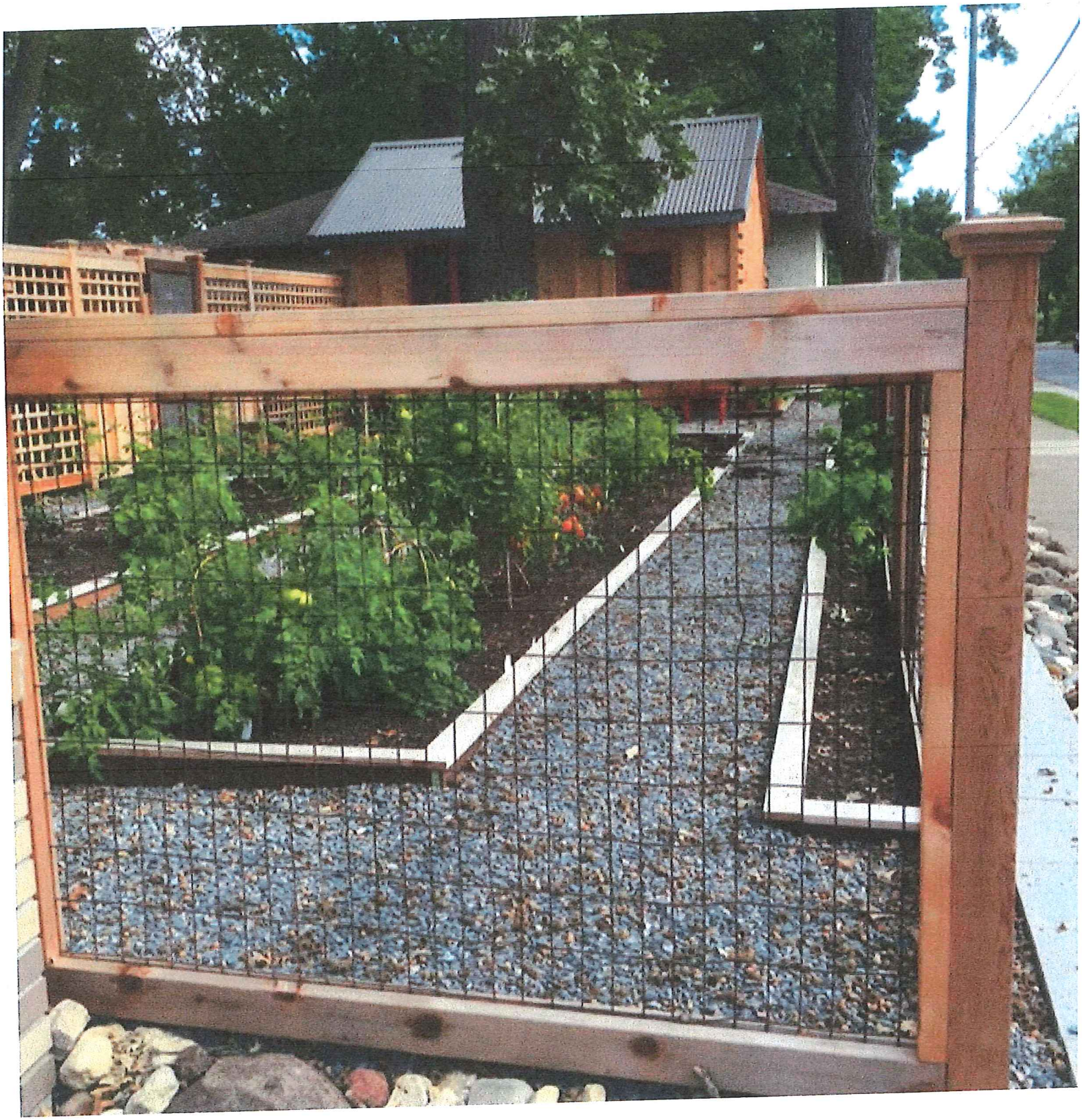
SQUIRE HOUSE GARDENS

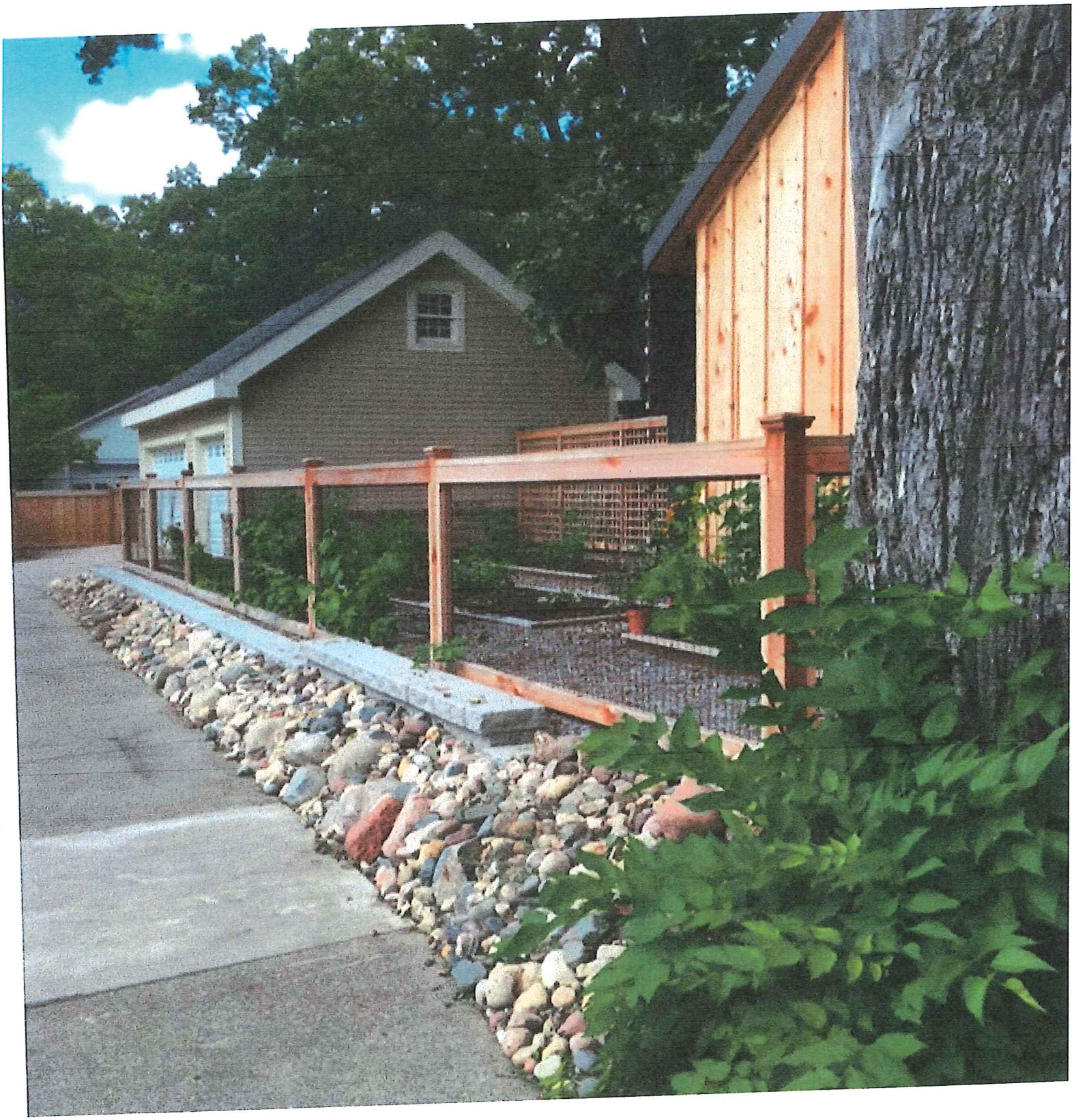
PROPOSED
NEW
DEER FENCE
9-20-16



PROTOTYPE
(DEER FENCE is 6FT)

PROTOTYPE
(DEER FENCE IS 6 ft)





## Deb Meade

**From:** Ron Moorse
**Sent:** Friday, September 16, 2016 8:45 AM
**To:** Deb Meade
**Subject:** FW: HPC mtg materials
**Attachments:** 2016-08-17 HPC Minutes wAtts.pdf; 9-21-16 HPC.docx; Squire House Gardens design review materials.pdf

I posted the agenda on the outside bulletin board.
Ron

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**From:** Ron Moorse
**Sent:** Friday, September 16, 2016 8:41 AM
**To:** 'jim.cox@msn.com' <jim.cox@msn.com>; 'martin@squirehousegardens.com' <martin@squirehousegardens.com>; 'petervujovich@vujovich.com' <petervujovich@vujovich.com>; 'jimmiducati@me.com' <jimmiducati@me.com>; 'itskbi@aol.com' <itskbi@aol.com>; ward1 <ward1@ci.afton.mn.us>
**Subject:** HPC mtg materials

I have attached the agenda and related materials for the September 21 HPC meeting.
Ron