



City of Afton

HERITAGE PRESERVATION COMMISSION DESIGN REVIEW MEETING AGENDA

Wednesday, January 10, 2024

6:00 P.M.

3033 St. Croix Trail
Afton, MN 55001

AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

- _____ Chair Edwards
- _____ Vice Chair Livingston
- _____ Commissioner Bolton-Iverson
- _____ Commissioner Vujovich
- _____ Commissioner Thomas

3. **APPROVAL OF AGENDA**

A. Approval of Agenda for January 10, 2024 meeting

4. **APPROVAL OF MINUTES**

A. Minutes of the December 12, 2023 Meeting

5. **BUSINESS**

A. Walking Tour Project

a. Updated Old Village Walking Tour File from Afton Historical Museum

b. QR Signs

B. Grant Application for Plaques for Historic Sites

C. February Meeting Date

6. **ADJOURNMENT**

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

HERITAGE PRESERVATION COMMISSION Minutes

Tuesday, December 12, 2023

1. **CALL TO ORDER 6:08pm**
2. **ROLL CALL**

Here	Chair Edwards
Here	Vice Chair Livingston
Here	Commissioner Bolton-Iverson
Here	Commissioner Vujovich
Here	Commissioner Thomas

Ron, Bill, Leslie Thomas (Afton Historical Society)

3. **APPROVAL OF AGENDA**

A. Approval of Agenda for December 12, 2023 meeting; Thomas/Livingston; pass

4. **APPROVAL OF MINUTES**

A. Minutes of the September 12, 2023 Meeting; Vujovick/Livingston; pass

5. **BUSINESS**

- A. **Afton Historical Society Report: Leslie Thomas**

Leslie introduced herself and her experience with AHS and the museum. She is here to support the HPC. She notes some errors on the Zahn & Assoc local preservation site documents that we are using for the online walking tour. She noted that she can't be at every meeting but would attend as often as she can.

➤ Peter asked if she could get intriguing photos for the walking tour. Leslie said she could.

Jill noted that the online walking tour was meant to be iterative so that we can change and update the information on a regular basis as people submit stories and photos.

- B. **State Historic Preservation Conference Update – Kate Thomas, Sept 28-29, Mankato**

Kate explained that there is grant money (CLG) attached to cities having an HPC; the pre-app deadline is Jan 13; final due Feb 24. The project must meet State preservation goals (Kate has the book with these goals).

Kate felt very fortunate to meet Matt Thueson from the Stillwater Heritage commission. They are doing a QR code walking tour with Bayport and other towns. They want us to join them and they will provide all the tech programming for QR codes and website. Kate also met MN History Center staff and discussed grant possibilities. She attended a roadside marker history workshop (indigenous origins) and The Relevancy Project from Illinois that is trying to make public history inclusive by celebrating not just old buildings but significant stories (diversity) in the updates to old buildings.

- C. **Walking Tour Project – Kate Thomas**

a. **Review of Text for 13 Sites:** several members pointed out that we need to think about our audience and have more stories rather than the descriptive history from the Zahn & Assoc reports (good foundational info but we need stories that are intriguing and with the historical facts documented). We discussed the iterative nature of an online walking tour: it can be added to, we can get the evidence from the museum, Leslie will get us the map. Will we have a land acknowledgment? We all agreed it should be more than just words. Kate will contact the Dakota Wicohan to see if we can link to their website and use their logo as a

beginning.

- Leslie will get a copy of the walking tour map for the commission
- Kate will contact the Dakota Wicohan to use their link
- Jill agreed to contact business owners
- Kathy will begin to contact homeowners.

Jill suggested a format for each site: 3 second title, 30 second description, 3 minutes for other information.

- Jill and Kate agreed to work on this format.

There was a longer discussion about how the sites were reduced from 38 to 16 and which sites should be included outside of the current federal and locally designated sites. Mention was made that some home and business owners might want to be included and get designation if they knew more about what that would mean for their property.

At the end of the meeting, Bill suggested that we could put up a select number online as a beginning: 4 businesses and 4 residences.

- Jill agreed to choose 4 businesses
- Leslie agreed to let us know 4 sites that AHS viewed as historically important

b. Collaborate with Stillwater HPO?

As stated, Kate met the Stillwater group that is putting together an online Walking Tour. Matt Thueson got a \$10,000 grant from the St. Croix Valley Foundation for signs and historic descriptions for sites in Bayport, Stillwater, Lake Elmo, Grant, Marine, and other townships. Afton was not included because we are outside of the Foundation area.

- Kate is contacting the LOWER St Croix Valley Foundation for possible funding.

Matt will write the code and host the website. We just need to get funding for the QR signs and give him the descriptions to upload. Kate showed a printed approximation of the signs that Stillwater and other towns will be using. Can we get photos of the actual signs? Do they meet our own code for historic signage in the Old Village?

Kate also discussed the cost of signs: QR window clings, temporary sidewalk markers, and aluminum signs that would need to be installed on posts (e.g., on speed limit or parking posts). Discussion ensued about costs for temporary markers versus others. Bill suggested that the city could cover about \$1500 which would pay for QR window clings (businesses) and a few aluminum signs for existing poles (if the signs fit the city codes).

- Kate will get photos of the Stillwater signs so we have a better idea if they meet requirements.

c. CLG Grant for Cost of Signs If We Collaborate and Use Stillwater Design

If we use city money or can get funds from the Lower St Croix Valley Foundation, then Kate can write a CLG grant for the next project: perhaps beginning the process of inspecting the Afton Town Hall (Stagecoach) for federal designation or building preservation. Questions about taking on a new project at this time or sticking with the Walking Tour and Historic Plaques for designated properties?

- Kate will meet with Ron with a draft CLG grant to meet the pre-app deadline.

D. Grant Application for Plaques for Historic Sites – CLG Funds or Other Source – Kate Thomas

The plaques are separate from the QR code signs. Kate has not had time to contact owners to inform them about a plaque. Kathy volunteered to talk to homeowners (see above).

E. Opportunity for Oral History from 60 Year Afton Resident

Ron explained that there is an Afton resident who has been here for 60 years and his grant-parents had been here for 60 years. This is a great project for the AHS. Leslie noted that this was a good item for the Afton Museum newsletter. They will follow-up.

F. January Meeting Date: January 10th.

A. **ADJOURNMENT:** call to adjourn Vujovick/Livingston; pass 7:58pm

Design Review/Heritage Preservation Commission Memo

Meeting: January 10, 2024

To: Design Review/Heritage Preservation Commission Members
From: Ron Moorese, City Administrator
Date: January 4, 2024
Re: QR Signs

Attached is information provided by Kate Thomas to the commission members regarding the QR signs for historic properties, and feedback from commission members regarding the signs.

Ron Moorse

From: Ron Moorse
Sent: Friday, December 15, 2023 3:00 PM
To: vujovichp@gmail.com; itskbi@hotmail.com; jlblivingston@gmail.com;
jacob.t.edwards33@outlook.com; K T; Bill mayor
Subject: FW: sign photos for HPC
Attachments: sign examples.docx

I am forwarding information Kate has provided regarding the signage for local historic properties. The information includes a request for feedback from the Commission members. Please email your feedback responses to me. Do not use "Reply All". I will collect the responses and share them with Kate. Regarding the signage regulations referenced in Kate's information, the following is a link to the Heritage Preservation Design Guidelines on the City Website. The sign guidelines can be found in Appendix V from page 61 to page 69.

https://www.ci.afton.mn.us/vertical/sites/%7B255148F5-88B9-45F6-9726-DD95D24AA11D%7D/uploads/2014_APPROVED_FINAL_Afton_Guidelines_9-25-14.pdf

Information from Kate

Attached is a color image of the design Stillwater is using for the metal signs. It shows more details, including the background that is a map. Instead of "Stillwater's Story" it would say "Afton's Story." The footer would also be updated with our funding sources. They will be 8 inches square. Cost is \$82 each. Afton would be responsible for attaching them to existing sign posts, rails, etc.

Also in the attachment are examples of the metal signs that Stillwater is considering. Matt told me the designs are not final yet so we still have options.

Ron is also sending the design regs so we can decide if these metal signs will work or if we need to hire our own graphic designer and sign company.

Here are the options that I see, but please add your own ideas and thoughts too. Let me know how you think we should proceed.

1. If these signs meet the regs, we can use the \$1500 to move ahead using Stillwater's designs and adapt the details to fit our project.
2. If these signs don't meet the regs, we can still use Stillwater's design for the window clings and/or sidewalk decals. Maybe only use window clings for businesses for now, then take up discussion of physical signs later?
3. If these signs don't meet the regs and we want to design the signs ourselves, I can write the CLG grant (pre-app due Jan 12th) for QR signs and historic signs. We would still discuss details and designs at future meetings since it is just a pre-application deadline.

STILLWATER'S STORY

Main Street Stairs
Scan me to see the view
from here in 1866.



Or visit HistoricPlace.org and enter site number
1234

STILLWATER AREA COMMUNITY FOUNDATION • WASHINGTON COUNTY HISTORICAL SOCIETY

NOTICE



SAFETY GLASSES

**REQUIRED BEYOND
THIS POINT**

CHANNEL CATFISH are in these waters

Channel catfish have been stocked, or are naturally present in these waters. Bullhead species may also be present. Harvest regulations vary between these species. Consult current regulations for more details or special regulations on these waters.

KNOW THE DIFFERENCE

Channel catfish

light gray to bluish
gray coloration



deeply forked
tail fin

whitish belly

Black bullhead

dark brown to
black coloration



rounded or slightly
forked tail fin

yellow to whitish
chin and belly

Minnesota Department of Natural Resources

From: Ron Moorese

Sent: Wednesday, December 27, 2023 3:44 PM

To: K T <thomas2415@gmail.com>

Subject: FW: sign photos for HPC

Kate,

Here is feedback regarding the signage for historical properties. To address one of the questions raised in the feedback, I think it is up to the HPC regarding whether the signs have to meet the Heritage Preservation Design Guidelines for business signs.

Ron

First - great work Kate!

It seems that HPC should be able to get these signs approved one way or another. Perhaps we can call them something else like plaques rather than business signs. Or perhaps we could just make an exception for these plaques that are part of the walking tour. One way or another, we should be able to get this sorted out and still conform to the business sign requirements.

When I think about the plaques, they seem to be most appropriate in front of businesses rather than residences. And it seems to make sense to attach these plaques to existing sign posts, gate posts, front fades in some way rather than have them be standalone signs.

I am assuming that the very beneficial pricing of the signs comes to us because we are tagging onto Stillwater process. That's all cool. But anything we can do to make them more Afton specific and as historical looking as possible seems like a good idea.

The idea of having the Window applied signs. Seems like a great one as well. From my perspective, we may as well do both.

So it seems like perhaps we should order the plaques, Window appliqué with the money that we have. Let's install on the four business experiments that we agreed to go ahead with. And see how it works. I'm happy to be a part of the installation.

Thanks so much!

Here is more feedback.

1. Do these proposed signs have to follow the historic sign code since they are put in place by the city and not necessarily a "business sign", but instead a sign describing a building that happens to be a business? Would these proposed signs instead be treated by the code more like normal street signage?
2. If the business code does indeed apply: it may be worth talking about the need/want for the plain font that reads "Main Street Stairs" and "Scan me to see the view from here in 1866." to be changed to

something more historic. I'm not sure if that subtext is required to be a historic font, or just the main text up above that would read "Afton's Story".

3. In Appendix 5, point number 3 says that signs may not be mounted on fences (amongst other things) which is an option we talked about for signs on residential property. If these signs do fall under these "Business Signage" rules, then it seems we will have to mount them on their own posts as mentioned by Kate.

Otherwise, I overall love the simple design of the sign. Short and to the point while providing enough information for someone to get hooked and wanting to scan the QR code for more.

Thank you Kate for all your work on this!