



## HERITAGE PRESERVATION COMMISSION DESIGN REVIEW MEETING AGENDA

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Wednesday, March 15, 2017  
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 March 15, 2017 meeting

4. **APPROVAL OF MINUTES**

A. Approval of the minutes of the February 15, 2017 meeting

5. **BUSINESS**

A. Design Review 15880 36<sup>th</sup> Street Rick Pung Addition

B. Design Review 3602 St. Croix Trail

C. Deputies Facility Design

D. Historic Plaques

E. Review and Discussion of the "Certificate of Appropriateness" for Project Approval

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  
February 15, 2017

- Item 1. CALL TO ORDER:** The meeting was called to order at 5:05 pm.
- Item 2. ROLL CALL:** Present: Commissioners Cox, Stern, Bolton-Iverson  
City Officials: Richard Bend, Mayor  
  
Absent: Commissioners Vujovich, Randers  
City Administrator Ron Moore
- Item 3. APPROVAL OF AGENDA:** A motion was made by Cox to approve the February 15, 2017 Agenda.  
  
Seconded by: Bolton-Iverson  
Vote taken: Vote: Yes - 3, No - 0, Motion carried
- Item 4. APPROVAL OF MINUTES:** A motion was made by Stern to approve the January 11, 2017 Minutes.  
  
Seconded by: Bolton-Iverson  
Vote taken: Vote: Yes - 3, No - 0, Motion carried
- Item 5. BUSINESS:**
- A. 3602 St. Croix Trail Design Review:
- Mr. Scott Swanson, property owner, handed out a 15 page (8½ x 11 sheets) set of drawings that included custom truss drawings from Home Depot for the north portion of the dwelling. Swanson also submitted material samples for siding, trim, roof, etc. and paint samples in the earth-tone range.
- Duane Stensland, City of Afton Building Inspector, was present and attended recent site meeting with Swanson's Structural Engineer, Mr. Bill Becklin, Becklin-Whitney Consulting Engineers, Inc. The footing solution has not been resolved and will be determined after the frost is out and the existing footings reviewed. Further building inspection will be required. No permit has been issued.
- Swanson was encouraged to submit "to scale" drawings that could be drawn by Schwieters Home Design" who did Swanson's potential new home design.
- Swanson will continue with the design and drawing process. The two exterior decks need to be designed and detailed. The City of Afton's new Main Street will be under

construction soon that includes new sidewalks, street lighting and landscaping. We encouraged Swanson to include a picket fence, historic looking decks and appropriate landscaping to blend with the VHS (Village Historic Site)

Further submissions will be made by Swanson at future meetings.

B. Deputies Facility Design:

The design of the double garage/office facility located next to City Hall was reviewed and approved in the January 11, 2017 HPC meeting.

C. Historic Plaques:

Commissioner Randers has determined the plaque costs will exceed \$300 each (see attached estimate by Advantage Signs & Graphing, Inc.)

Funding will need to be through donations similar to future city benches.

Mayor Bend suggested we contact newly appointed Maureen Acosta (Grant Committee) and pursue grant money to pay for the plaques.

D. Review and Discussion of the "Certificate of Appropriateness" for Project Approval:

The proposed Certificate of Appropriateness that was included in the February 15, 2017 DR/HPC packets was reviewed and discussed.

A motion was made by Stern to approve and adopt the Certificate of Appropriateness as submitted.

Seconded by: Bolton-Iverson

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

**Item 6. ADJOURNMENT:**

A motion to adjourn was made by Stern.

Seconded by: Bolton-Iverson

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

**The next DR/HPC meeting will be: Wednesday ~ March 15, 2017 @ 5:00pm**

Attachment: Advantage Sign & Graphics, Inc. Estimate for historic plaques

From: Carissa carissa@advansign.com  
Subject: Estimate #2040  
Date: February 2, 2017 at 2:21 PM  
To: jimmiducati@me.com

cc

For: Row,  
From: Jim R

Hi Jim

Here is a more formal quote for you to look over.

I was able to get the price down a little bit for you.

Let me know if you have any questions. I have a sample of the green background options if you have a chance to stop by.

Thank you!

Carissa Velasquez  
Graphic Designer  
Advantage Signs & Graphics  
75 South Owasso Blvd West  
St. Paul, MN 55117

RECEIVED  
FEB 15 2017  
CITY OF AFTON

Main: 651-636-9998  
Direct: 651-234-0402



**ADVANTAGE SIGNS  
& GRAPHICS, INC.**  
75 S. Owasso Blvd. W. St. Paul MN 55117  
Phone: (651) 636-9998 • Fax: (651) 636-8889  
www.advansign.com

Estimate #2040

2/2/2017

Prepared For:  
Jim Randers

Prepared By:

Carissa  
Advantage Signs & Graphics, Inc.  
75 South Owasso Blvd W  
St. Paul, MN 55117  
USA

Phone: 651-436-7367 Fax:  
Alt. Phone:  
E-Mail: jimmiducati@me.com

Phone: 6516369998 Fax: 6516368889  
Alt. Phone:  
E-Mail: carissa@advansign.com

Description:

Bronze Plaques

Estimated time for production: 1 working days

Quantity	Description	Each	Total	Taxable
12	10" x 12" Precision Tooled Bronze Plaque, 1/4" Thick Forest Green Textured Background, Standard Mounting and Finish	332.00	\$3,984.00	
	Subtotal		\$3,984.00	

Terms:

By my signature, I authorize work to be



**ADVANTAGE SIGNS  
& GRAPHICS, INC.**  
www.advansign.com

Carissa Velasquez  
Customer Service & Design  
carissa@advansign.com  
Direct: (651) 234-0402

sent.

75 S. Owasso Blvd. W. Saint Paul, MN 55117  
Phone: (651) 636-9998 / 1-877-395-9610 / Fax: (651) 636-8889

# **Design Review/Heritage Preservation Commission Memo**

**Meeting: March 15, 2017**

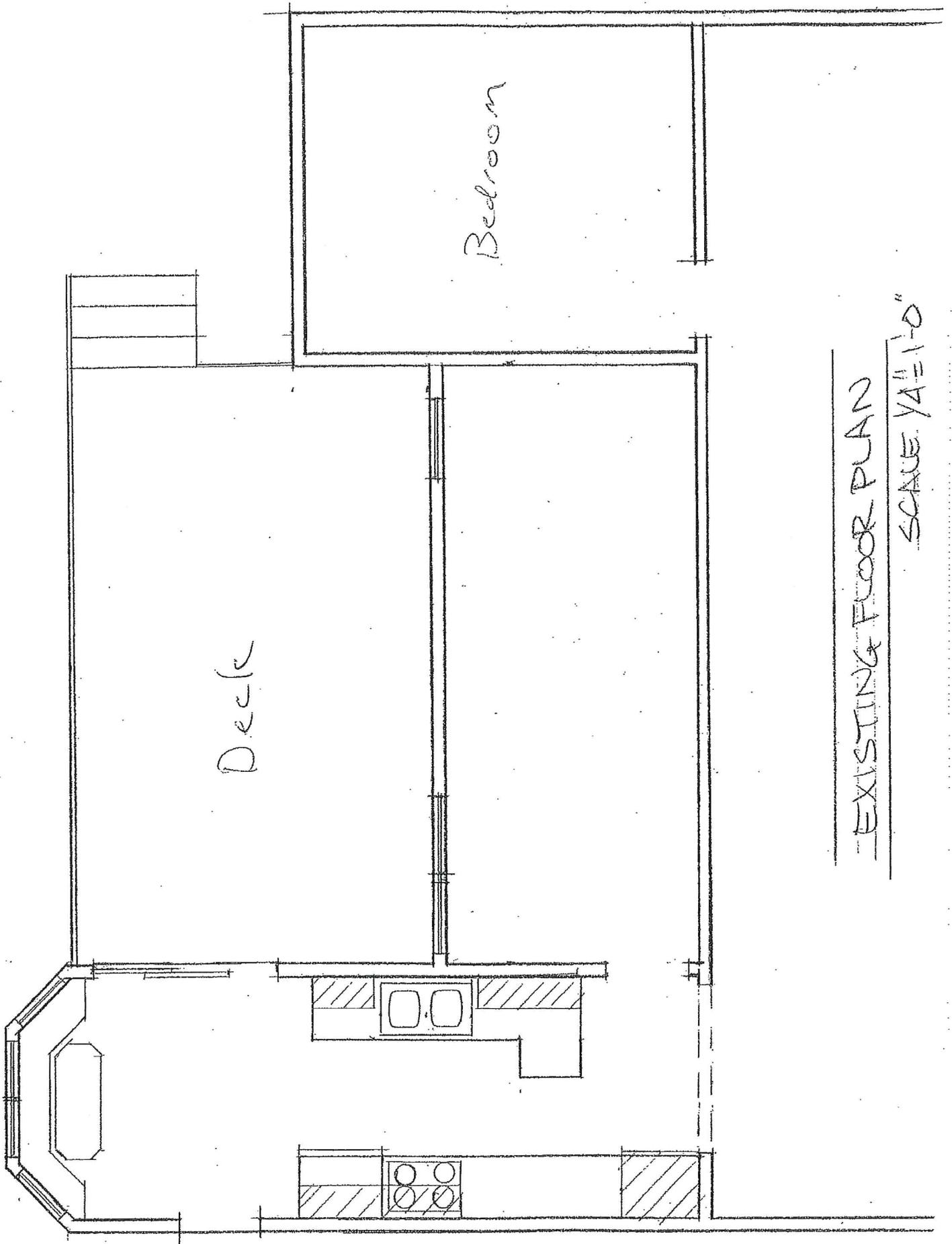
To: Design Review/Heritage Preservation Commission Members  
From: Ron Moorse, City Administrator  
Date: March 9, 2017  
Re: Design Review – Rick Pung Addition at 15880 36<sup>th</sup> Street

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Rick Pung is planning a small addition to his home at 15880 36<sup>th</sup> Street. Attached are plans showing the existing house and the proposed addition for the Commission's review and recommendations.

**Commission Recommendation Requested**

Motion regarding the Commission's recommendations concerning the proposed plan and exterior building materials for the addition at 15880 36<sup>th</sup> Street.

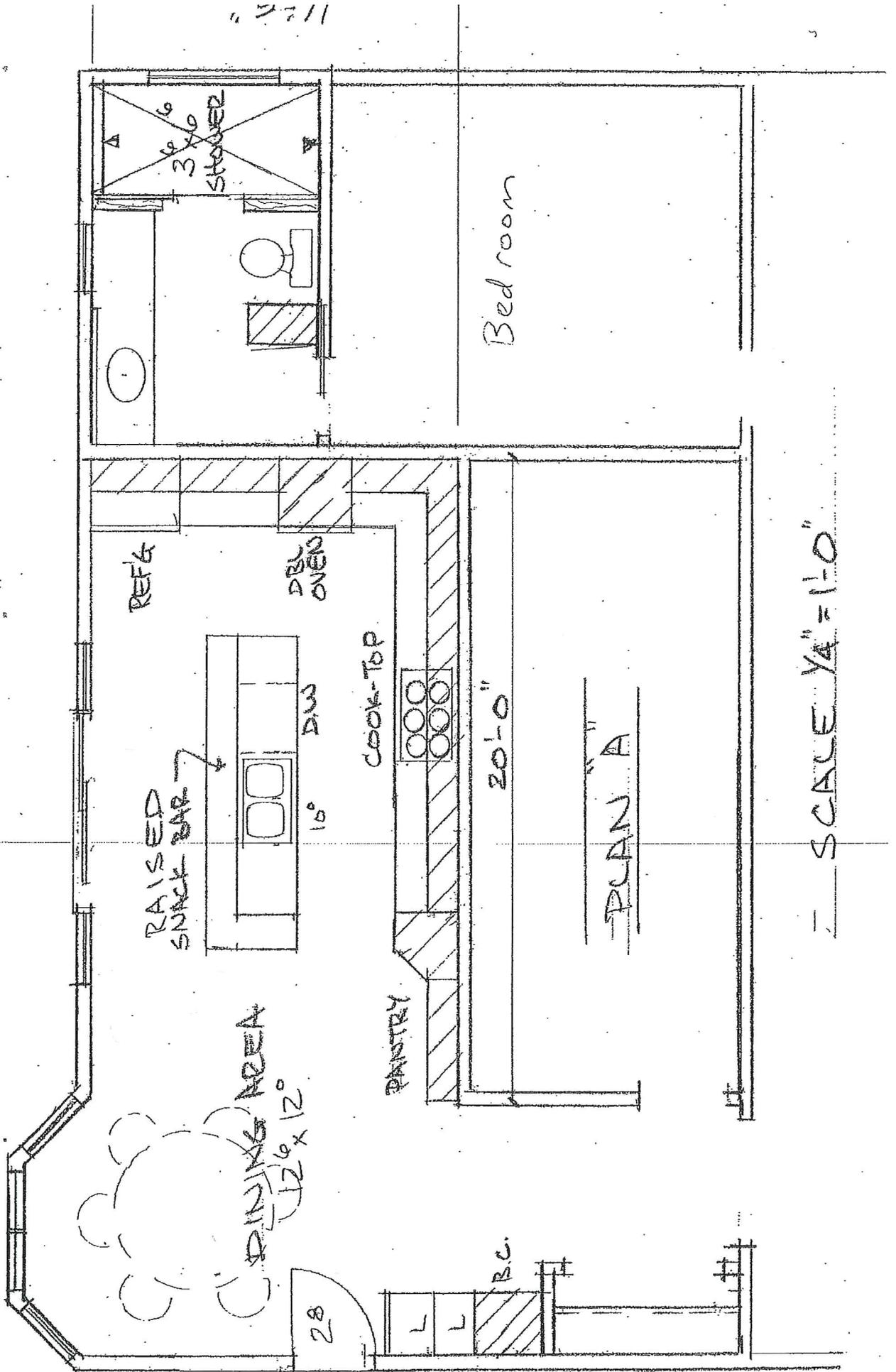


Deck

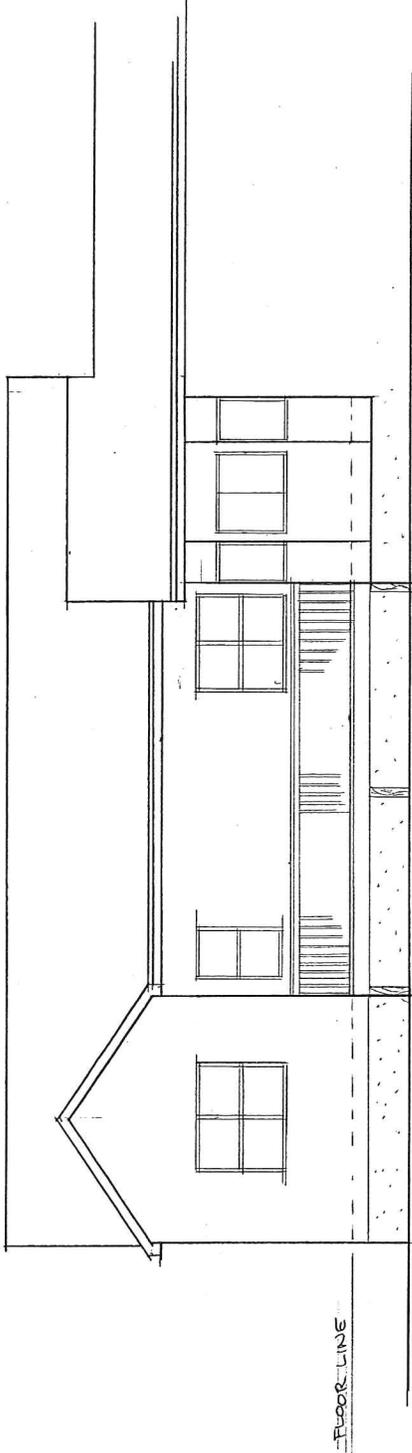
Bedroom

EXISTING FLOOR PLAN  
SCALE: 1/4" = 1'-0"

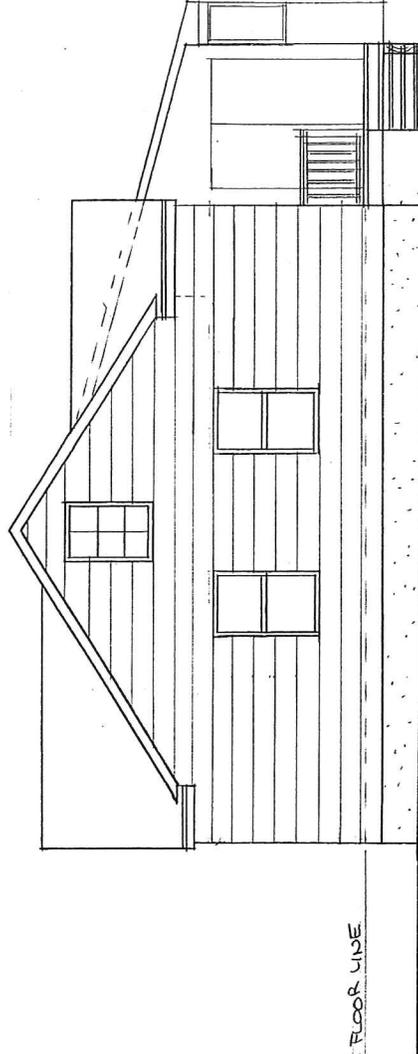
1177



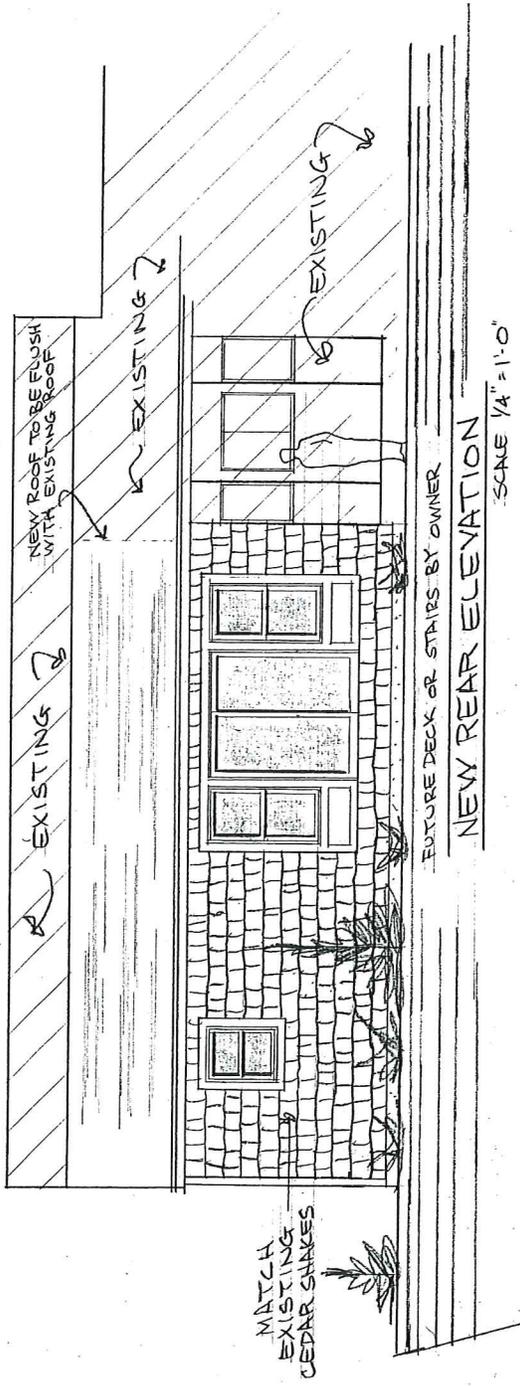
SCALE 1/4" = 1'-0"



EXISTING REAR ELEVATION

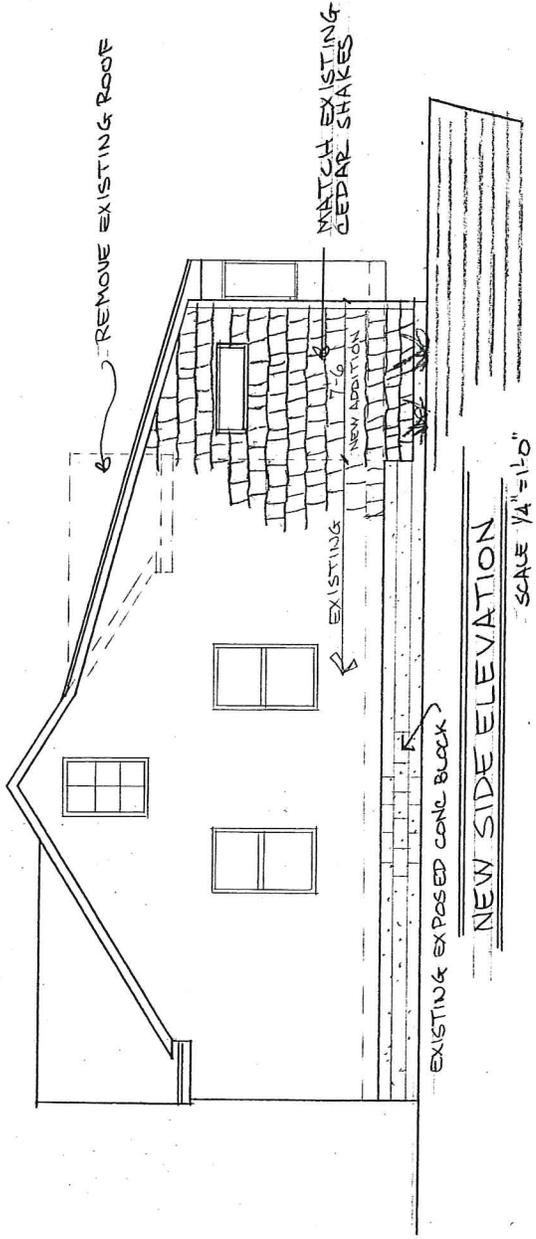


EXISTING SIDE ELEVATION



**NEW REAR ELEVATION**

SCALE 1/4" = 1'-0"



**NEW SIDE ELEVATION**

SCALE 1/4" = 1'-0"