



## HERITAGE PRESERVATION COMMISSION DESIGN REVIEW MEETING AGENDA

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Wednesday, June 19, 2019  
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 June 19, 2019 meeting

4. **APPROVAL OF MINUTES**

A. Approval of minutes of the May 15, 2019 meeting

5. **BUSINESS**

- A. Windmill Marina Siding
- B. Grant Update
- C. Vacant Properties (Final draft)
- D. Annual Report (Final draft)
- E. Kathy Bolton-Iverson house plans
- 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  
May 15, 2019**

- Item 1. CALL TO ORDER:** The meeting was called to order at 5:05 pm.
- Item 2. ROLL CALL:** Present: Commissioners Vujovich (late), Randers, Cox,  
Bolton-Iverson  
City Official: Ron Moore, City Administrator
- Absent: n/a
- Item 3. APPROVAL OF AGENDA:** A motion was made by Cox to approve to the  
April 17, 2019 Agenda.
- Seconded by: Stern  
Vote taken: Vote: Yes - 4, No - 0, Motion carried
- Item 4. APPROVAL OF MINUTES:** A motion was made by Stern to approve the  
January 16, 2019 Minutes.
- Seconded by: Bolton-Iverson  
Vote taken: Vote: Yes 4, No - 0, Motion carried
- Late Arrival: Commissioner Vujovich  
City Official: Annie Perkins, Councilmember

**Item 5. BUSINESS:**

A. Design Review – Replacement of the Afton Historical Museum Entrance Doors:

Stan Ross, President of the Afton Historical Museum, presented a concept for the replacement double doors the museum building. The museum staff prefer not to have clear glass as people can see into the museum. After the Commissioners discussed options:

A motion was made by Vujovich that the doors each have one pane of obscure glass and a panel below and historic type hardware.

Seconded by: Stern  
Vote taken: Vote: Yes - 5, No - 0, Motion carried

NOTE: The pair of doors will be a select steel double door with white aluminum astragal. Door color to be white. See attached door sketch for approximate style.

- B. Discuss with potential buyer plans for doing repairs/improvements to the Dennis Amoth property at 3326 St. Croix Trail:
1. Pam Castro is considering purchasing the property and setting up an Arts and Crafts business.
  2. She submitted a handout (see attached) indicating the general character of the house, a brief history and a list of proposed repairs and changes. She would like to basically restore, repair and enrich the property. The Commission encourages her to proceed with her endeavor, hire a historic restoration professional and put together concept plans submitted with a COA form (Certificate of Appropriateness).
- C. Meet with Dennis Amoth and Bonnie Lind regarding their vacant buildings:
1. Dennis Amoth, current property owner, was pleased to meet the potential buyer and continues to market the property.
  2. Bonnie Lind was unable to attend the meeting but reported to our City Administrator that she recently found approximately three feet of water in the basement of the Lerk's building. She said she is in the process of pumping it out. She has also hired a local painter to paint the exterior.
- D. Grant Update:
1. We have received notice from Mike Koop (SHPO, Historic Preservation Specialist and Certified Local Government Coordinator) that he has recommended full funding to Afton's CLG Grant Application. A formal notification should go out in the next few weeks.
  2. Afton will then be able to hire our consultant, Blondo Consulting, to proceed with the study of three (3) archeology projects.
  3. Commissioner Stern thanked our City Administrator and Commissioner Cox for their good work on this successful grant process.
- E. Vacant Property draft:
1. Upon review of the Vacant Properties "draft", the Commission agreed the City Attorney and City Administrator did a "good job". Ron Moore will continue to edit the future ordinance and submit it for final review in the June HPC meeting.

F. Annual Report draft:

1. Upon review of the Annual Report, there are a few items to clean up under “issue update”, local inventory of historic properties, etc. Commissioners red-lined (updated) their personal information on page six (6). Final review will be completed in the June HPC meeting.

G. Other:

1. The commissioners had an informal review of Kathy Bolton-Iverson’s future house plans. She will proceed to add a Site Plan and submit the package along with the COA form for review in the June HPC meeting.

**Item 6 ADJOURNMENT:**

A motion to adjourn was made by Cox.

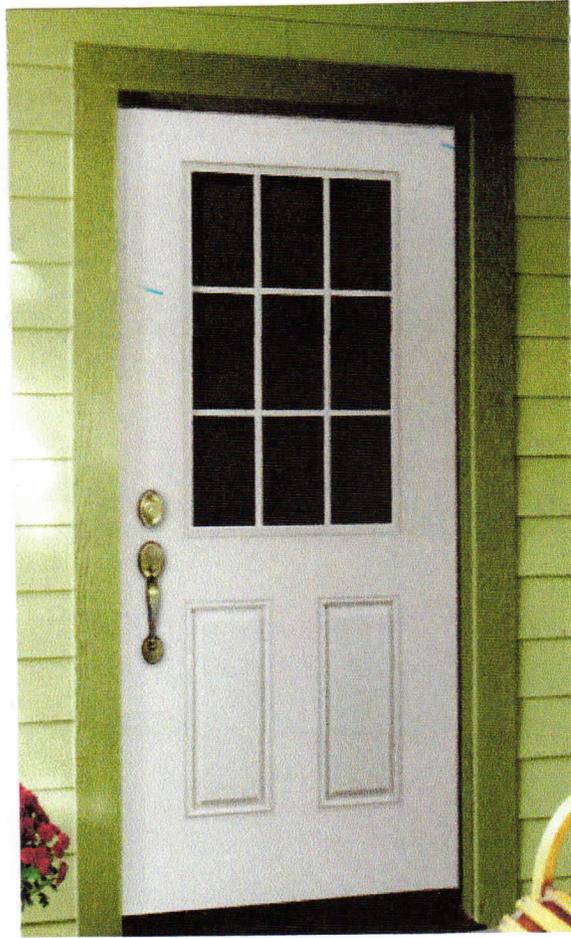
Seconded by: Vujovich

Vote taken: Vote: Yes 4, No - 0, Motion carried

Commissioner Stern had to leave before adjournment.

**The next DR/HPC meeting will be: Wednesday ~ June 19, 2019 @ 5:00pm**

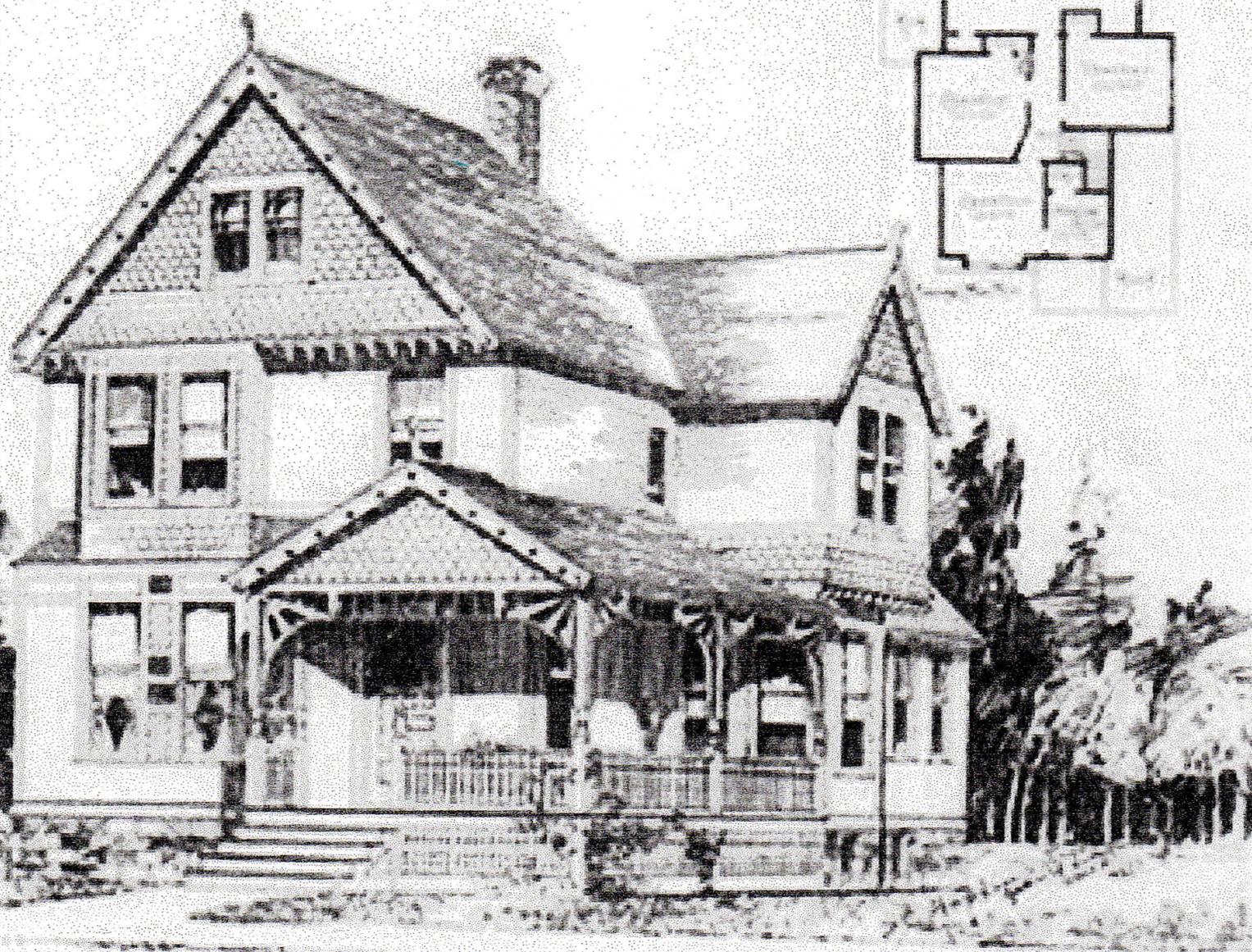
- Attachments:
1. Afton Historical Museum – Door Replacement sketch
  2. 3326 St. Croix Tr S. – Owner Handout



Afton Museum  
Approx. style of  
The replacement  
double doors

# Late Victorian House Designs

56 American Homes and Cottages  
with Floor Plans



D. S. Hopkins

## 3326 St. Croix Trail: The Ferdinand Richert House

5.15.19

- Built 1894 or 1895
- Sold milk out of the side porch
- Path to store still in the grass (north to south) to Squires Garden

There are 4 rooms downstairs, a kitchen space, a bathroom space and the side porch, a workshop area and a two-car garage. There are two rooms upstairs and a bathroom space. There are front and back staircases.

### Proposed repairs and changes

Repair roof leaks (new roof if necessary)

Repair wood siding (extensive areas of rot)

Test paint for lead and remediate if necessary

Repaint the entire house (match color with ice house)

Repaint trim white or a complimentary color

Repair fascia with woodpecker holes

Repair/ recreate missing molding

Repair/replace gutters, downspouts

Repair/remove chimneys (northwest chimney is in bad shape) as necessary

Connect sewer

ADA compliance

Replace both exterior doors for 36" clearance

Build ramp on north side for access from parking

### Future plans

Build a front porch (see picture)

Landscaping Issues

Clean up flower beds – replant with heritage plants

Remove stumps (there are 5 or 6)

Remove (random) fence pieces on north side – replace with fencing (as approved)

Remove brick walkway (in front under the tree)

    Create new front paths (from front step and side parking)

Future Plans

Build a greenhouse

Remove the two trees on the north west side (possible future damage to the foundation)

Pam Castro (651) 323-7182

Gus Castro (651) 485-6491





**DIAMOND KOTE**  
Building Products

DIAMOND KOTE  
INSTRUCTIONS

QUESTIONS?  
dkpfinish.com/install  
sales@wauausupply.com  
800.236.1528



S30502005L001

Pieces: 1

BDDKSA  
DK Paint Sample for LP/Woodgrain  
Wood Composite Siding, CUSTOM  
COLOR: 8-1006 Windmill Marina



LP SMARTSIDE  
INSTRUCTIONS

lpcorp.com  
customerservice@lpcorp.com  
888.820.0322



**LP SMARTSIDE**  
Siding

**INSTALLATION INSTRUCTIONS**

Elephant Exteriors  
1875 Greeley St. Suite 3204  
Altn: Randy Bulera  
Stillwater, MN 55082

Order: 30502005 Line - 001  
PO Sample  
Job: Windmill Marina  
Label:

J03-134684 Schofield P104 05/22/19

## CITY OF AFTON

## WASHINGTON COUNTY, MINNESOTA

**AN ORDINANCE AMENDING CHAPTER 14 OF THE CITY CODE TO ADD REGULATIONS  
REGARDING VACANT BUILDINGS**

THE CITY COUNCIL OF THE CITY OF AFTON, MINNESOTA HEREBY ORDAINS:

The following sections of the Afton Code of Ordinances shall be amended by adding the bold and underlined language

## Chapter 14

## Offenses and Miscellaneous Provisions

**Article III. - Vacant Buildings Registration****Sec. 14-11. - Declaration of policy.**

The purpose of this article is to protect the public health, safety and welfare by enactment of this ordinance which:

- (1) Establishes a program for identification and registration of vacant buildings.
- (2) Determines the responsibilities of owners of vacant buildings and structures.
- (3) Provides for administration, enforcement and penalties.

**Sec. 14-12. - Definitions.**

Unless otherwise expressly stated, the following terms shall, for the purpose of this chapter, have the meanings indicated in this section.

- (1) *Dangerous structure:* A structure which is potentially hazardous to persons or property, including, but not limited to:
  - a. A structure which is in danger of partial or complete collapse;
  - b. A structure with any exterior parts which are loose or in danger of falling; or
  - c. A structure with any parts, such as floors, porches, railings, stairs, ramps, balconies or roofs, which are accessible and which are either collapsed, in danger of collapsing or unable to support the weight of normally imposed loads.
- (2) *Enforcement officer:* The City Administrator or duly authorized representative.
- (3) *Owner.* Those shown to be the owner or owners on the records of the Washington County Department of Property Taxation, those identified as the owner or owners on a vacant building registration form, holder of an unrecorded contract for deed, a mortgagee or vendee in possession, a mortgagor or vendor in possession, assignee of rents, receiver, executor, trustee, lessee, other person, firm or corporation in control of the freehold of the premises or lesser state therein, mortgagee for the benefit of the owner or owners of the beneficial interests in possession, or its nominee. Any such

person shall have a joint and several obligation for compliance with the provisions of this chapter.

- (4) Secured by other than normal means: A building secured by means other than those used in the design of the building.
- (5) Unoccupied: A building which is not being used for a legal occupancy as defined in the Afton Zoning Code.
- (6) Unsecured: A building or portion of a building which is open to entry by unauthorized persons without the use of tools or ladders.
- (7) Vacant building; A building or portion of a building which is:
  - a. Unoccupied and unsecured for a period of time over three hundred sixty-five (365) days.
  - b. Unoccupied and secured by other than normal means for a period of time over three hundred sixty-five (365) days.
  - c. Unoccupied and a dangerous structure.
  - d. Unoccupied and condemned.
  - e. Unoccupied and has multiple housing or building code violations.
  - f. Condemned and illegally occupied.
  - g. Unoccupied for a period of time over three hundred sixty-five (365) days and during which time the enforcement officer has issued an order to correct nuisance conditions.
  - h. Unoccupied for a period of time over one thousand (1,000) days
- (8) Code violations: violations of any code adopted and/or enforced by the city, which may include but not be limited to the Afton City Code, codes covering plumbing, electrical, mechanical or building construction, installation or maintenance standards, zoning or fire codes.

Sec. 14-13. - Vacant building registration.

- (a) The owner shall register with the enforcement officer not later than thirty (30) days after any building in the city becomes a vacant building, as defined in section 14-12(7).
- (b) The registration shall be submitted on forms provided by the enforcement officer and shall include the following information supplied by the owner:
  - (1) A description of the premises;
  - (2) The names and addresses of the owner or owners;
  - (3) The names and addresses of all known lienholders and all other parties with an ownership interest in the building;
  - (4) The period of time the building is expected to remain vacant; and a plan and timetable for returning the building to appropriate occupancy or use and/or for demolition of the building.
- (c) The owner shall order and pay for a code compliance inspection within sixty (60) days after the designation of any building or portions thereof classified as a vacant building. The code compliance inspection is required regardless of the building's legal occupancy standard or intended use. Owners of vacant buildings on the effective date of this ordinance that have not ordered a code compliance inspection shall have sixty (60) days following the effective date of this ordinance to order and pay for a code compliance inspection.

- (d) In order to decrease the risk of fire, explosion or dangerous conditions, the owner shall install an excess flow automatic gas shut-off valve ("excess flow valve") on the building's gas piping immediately downstream of the gas meter outlet within sixty (60) days after the designation of any building or portions thereof classified as a category II or a category III vacant building. If the owner fails to install an excess flow valve, the enforcement officer, under the authority of Afton Code, may install the excess flow valve on the building and enter the building if necessary. The costs incurred by the city for installation of the excess flow valve shall be assessed against the property as a summary nuisance abatement under the provisions of the City Code. Owners of category II or III vacant buildings with active water and gas service on the effective date of this ordinance shall have sixty (60) days following the effective date of this ordinance to install an excess flow valve. Prior to installation of the excess flow valve, the owner, or another who can demonstrate a secured interest in the property must obtain the required permits from the Department of Safety and Inspections. Any excess flow valve model must be approved and installed as required by the Department of Safety and Inspections.
- (e) The procedures in paragraph (d) above may not be followed under the following conditions:
- (1) If the enforcement officer determines that failure to install an excess flow valve constitutes an immediate danger or hazard which if not immediately addressed will endanger the health or safety of the public, the city may proceed with an emergency abatement.
  - (2) The owner or another who can demonstrate a secured interest in the property shall be exempt from the requirements of subdivision (d) above if the following conditions are met:
    - (i) The owner or another who can demonstrate a secured interest in the property has registered the building as a vacant building with the enforcement officer; and
    - (ii) After registration, the owner or another who can demonstrate a secured interest in the property has received or ordered a code compliance inspection and has shut off gas service and winterized the property.
- (f) For all vacant buildings that have code violations, the owner shall submit a plan to address the violations and a timetable which must meet the approval of the enforcement officer. The enforcement officer shall require completion of the plan within a reasonable period of time, up to three hundred sixty-five (365) days. Any repairs, improvements or alterations to the property must comply with any applicable housing or building codes.
- (g) All applicable laws and codes shall be complied with by the owner. The owner shall notify the enforcement officer of any changes in information supplied as part of the vacant building registration within thirty (30) days of the change. If the plan or timetable for the vacant building is revised in any way, the revisions must meet the approval of the enforcement officer.
- (h) The owner and the subsequent owners shall keep the building secured and safe and the building and ground properly maintained until the plan has been completed.
- (i) The new owner(s) shall register or re-register the vacant building with the enforcement officer within thirty (30) days of any transfer of an ownership interest in a vacant building. The new owner(s) shall comply with the approved plan and timetable submitted by the previous owner until any proposed changes are submitted and meet the approval of the enforcement officer.
- (k) Vacant building fees:
- (1) The owner of a vacant building shall pay an annual registration fee of five hundred dollars (\$500.00) each year the building remains a vacant building. The registration fee is intended to at least partially recoup, and shall be reasonably related to the administrative costs for registering and processing the vacant building owner registration form and for the costs of the city in monitoring the vacant building site.

- (2) The first annual fee shall be paid no later than thirty (30) days after the building becomes vacant. If the fee is not paid within thirty (30) days of being due, the owner shall be subject to prosecution as prescribed in section XX.05.
- (3) The fee shall be paid in full prior to the issuance of any building permits, with the exception of a demolition permit.
- (4) All delinquent fees shall be paid by the owner prior to any transfer of an ownership interest in any vacant building. If the fees are not paid prior to any transfer, the new owner shall pay the annual fee no later than thirty (30) days after the transfer of ownership and subsequent annual fees shall be due on the original anniversary date.
- (l) The enforcement officer shall include in the file any property-specific written statements from community organizations, other interested parties or citizens regarding the history, problems, status or blighting influence of a vacant building.
- (m) Any building or portion of a building classified as a vacant building under this section shall be posted with a placard by the enforcement officer, unless it is determined by the City that the placard would further detract from the character and attractiveness of the area.

Sec. 14-14. - Exemptions.

- (1) *Fire damaged structures fee exemption.* In order to encourage the prompt renovation of property, the owner of a fire damaged building may be exempt from paying vacant building fees required under the chapter; provided, that within thirty (30) days from the date of the fire, the owner at the time of the fire, submits a request for an exemption in writing to the enforcement officer. This request shall include the following information supplied by the owner:

  - (a) A description of the premises.
  - (b) The names and address of the owner or owners.
  - (c) A statement of intent to repair and reoccupy the building in an expedient manner.
  - (d) An exemption granted under this section shall be valid for no more than ninety (90) days. In the event that the owner of the property at the time of the fire who received an exemption under this section should, at any time after the fire, transfer to another person any ownership interest in the subject property, the exemption under this section is immediately void and any new owner(s) shall be responsible for paying any required vacant building fees.

Sec. 14-15. - Inspections.

The enforcement officer shall inspect any premises in the city for the purpose of enforcing and assuring compliance with the provisions of this chapter. Upon the request of the enforcement officer, an owner shall provide access to all interior portions of an unoccupied building in order to permit a complete inspection.

Sec. 14-16. - Penalties.

Any person violating any provision of this chapter or providing false information to the enforcement officer shall be guilty of a misdemeanor and upon conviction shall be punished in accordance with section 1-13 of the Afton City Code.

Sec. 14-17. - Collection of unpaid fees.

- (1) *Written notice.*

Ordinance 03-2019

- a. Written notice of fees. The enforcement officer shall, in addition to any other action the enforcement officer may undertake, serve written notice of the fees in conformance with the requirements set forth in this chapter.
- b. Notice for collection of fees shall include the amount of the vacant building fee that is the responsibility of the building owner and a statement that the fee shall be paid within the time period(s) identified in the notice.

(2) Fee and liability. The city shall be entitled to collect the costs of vacant building registration and monitoring. The fees associated with the vacant building program shall be a debt owed to the city and unpaid costs shall be collected by special assessment under the authority in Minnesota Statutes, Section 429.101. Action under this section does not preclude any other civil or criminal enforcement procedure.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18TH DAY OF JUNE, 2019.

SIGNED:

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Bill Palmquist, Mayor

ATTEST:

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Ronald J. Moorse, City Administrator

Motion by:  
Second by:  
Perkins:  
Wroblewski:  
Ross:  
Nelson:  
Palmquist:

**SUMMARY ORDINANCE 03-2019**

**CITY OF AFTON, MINNESOTA  
WASHINGTON COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 14 OF THE CITY CODE TO ADD REGULATIONS  
REGARDING VACANT BUILDINGS**

**NOTICE IS HEREBY GIVEN** that on June 18, 2019, Ordinance 03-2019 was adopted by the City Council of the City of Afton, Minnesota.

**NOTICE IS FURTHER GIVEN** that, because of the lengthy nature of Ordinance 03-2019, the following summary of the ordinance has been prepared for publication.

**NOTICE IS FURTHER GIVEN** that the ordinance adopted by the City Council amends Chapter 14 of the City Code to add regulations regarding vacant buildings.

A printed copy of the entire ordinance is available for inspection by any person during the City's regular office hours, or on the City website.

The ordinance shall take effect upon publication of this summary ordinance.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF AFTON THIS 18TH DAY OF JUNE, 2019.**

**SIGNED:**

\_\_\_\_\_  
Bill Palmquist, Mayor

**ATTEST:**

\_\_\_\_\_  
Ronald J. Moore, City Administrator

Motion by:

Second by:

Perkins:

Wroblewski:

Ross:

Nelson:

Palmquist:

# Heritage Preservation Commission

## City of Afton

Annual Report: October 1, 2017— December 31, 2018



Afton Historical Museum, 3165 St. Croix Trail South, Afton, Minnesota 55001

City of Afton, Minnesota  
Heritage Preservation Commission  
3033 St. Croix Trail South  
Afton, MN 55001  
(651) 436-5090  
[www.ci.afton.mn.us](http://www.ci.afton.mn.us)

## **MISSION STATEMENT**

The City Council hereby declares as a matter of public policy that the preservation, protection, perpetuation and use of areas, places, buildings, structures and other objects having special historical interest or value is a public necessity, and is required in the interest of the health, safety, welfare and prosperity of the people. Therefore, the Mission Statement of the Afton Design Review/Heritage Preservation Commission is to:

- A. Safeguard the rural landscape and heritage of the City by preserving sites and structures which reflect elements of the community's cultural, social, economic, political, visual, or architectural history.
- B. Protect and enhance the City's appeal to residents, visitors and tourists, and serve as a support and stimulus to business and commerce.
- C. Foster civic pride in the beauty and notable accomplishments of the past; and
- D. Promote the preservation and continued use of historic sites and structures for the education and general welfare of the people of the City.

## **GENERAL COMMENTS**

In December 1994, Afton City Council established a Heritage Preservation Commission and designated the Old Village as a Village Historic Site to:

Assure that all uses, new development and construction, building and site rehabilitation, remodeling, property access, parking and pedestrian circulation are in conformity with the comprehensive plan.

### **Afton Heritage Preservation Commission**

The Heritage Preservation Commission is responsible for the protection, enhancement, and promotion of the community's historical, architectural and cultural resources. The Commission conducts design reviews and offers technical support on public and private projects affecting historically and architecturally significant properties.

## **HISTORIC PRESERVATION PROGRAMS**

1. Heritage Preservation Commission
2. Afton Historical Society - History Programs
3. Afton Historical Museum Annual Holiday Dinner with selected speakers and presentations related to the history of this region
4. Continued support of the annual Historic Fourth of July Parade

## **2018 HERITAGE PRESERVATION OBJECTIVES**

Develop and maintain these districts as an economic, social, and physical asset to the entire city;

Recognize the unique and special problems of the old village not common to new commercial and residential areas;

Provide an opportunity for all landowners and tenants to be aware of and comment upon all significant activities and development which may affect the well-being of the area; and

Promote the preservation and protection of historic structures to enhance the environmental quality of neighborhoods and to establish and improve property values.

### **2018 Objectives Accomplished**

#### **1. Conducted design reviews:**

- A. Design Review for exterior sign at Save A Tree, 12450 Hudson Rd.  
The Commission reviewed the exterior sign proposed to be located near Hudson Road, 10 feet East of the entry driveway. The Commission approved the project
- B. Design Review for the installation of solar panels on the porch roof of the house at 15882 35th Street.  
The Commission reviewed the request to install solar panels on the south facing roof carefully fitted onto the existing roof slope. The panels will be black, set in black frames. The project was approved.
- C. Design Review for new house at 3561 St. Croix Tr S.  
The Commission reviewed a final packet of drawings presented for a Formal Design review. The packet included a historical compliance statement, site plan and time table. Suggestions were made by the Commission and the project was approved.
- D. Design Review for property at 3602 St. Croix Tr S.  
The existing house was demolished and a new dwelling will be built that is designed to fit the site. The Commission provided information regarding the HPC and the City of Afton procedures.
- E. Design Review for exterior house remodel at 15945 35<sup>th</sup> St S  
The Commission reviewed improvements including exterior paint, installation of a limestone wainscoting skirt, enlarged kitchen window and fencing for the yard. The commission made suggestions regarding the porch, columns, adding future window shutters, flower boxes, stone veneer, landscaping, a garage service door on the east side of the building and where the new fence could be located. The project was approved.

2. Vacant Commercial Properties  
The Commission met with owners of vacant properties at 3235 St. Croix Tr. S and 3326 St. Croix Tr. S to discuss the future of the properties. The Commission encouraged the City Council to pursue an ordinance that would address vacant storefronts and properties, demolition by neglect in VHS-C and VHS-R.
3. Adding a Covered Entrance to City Hall  
The Commission reviewed and presented a canvas awning that could be used at the City Hall Entrance to the City Council.
4. Other Accomplishments:
  - A. Commissioner Cox attended the Annual Statewide Historic Preservation Conference held in Winona and provided an update to the Commission.
  - B. On-going education programs.
  - C. Excellent attendance at meetings.
  - D. Good cohesiveness of Commission members exhibited.

#### **2018 Historic Preservation – Issues**

1. Review and planning for County Road 21 reconstruction of Main Street through the Historic Village. A member of the Commission is serving on the Design Review Committee for the preliminary design of the County Road 21 Project.
2. Follow-up regarding the University of Minnesota Design School design project for the Town Square Park and broader Old Village area, which will be considered in the County Road 21 preliminary design process.
3. Move forward with signage regulation updates focused on the Old Village area through the Planning Commission and City Council.
4. Seek out and apply for grants to further the Mission and Goals of the Afton Heritage Preservation Commission, including a grant to update the Historic Sites Map in the Afton Comprehensive Plan.

#### **2019 Historic Preservation -- Goals**

1. Address the long-term issues of Vacant Properties in the village including Fire Department inspections and property reviews.
2. Encourage and facilitate new uses of properties.
3. Find money to manufacture and install historic plaques for recently designated historic properties
4. Complete Archeological Studies of three (3) sites.

- 5. Identify areas of potential collaboration efforts with other cities regarding cultural movements.
- 6. Identify opportunities for future grants

**ANNUAL CLG REVIEW REQUIREMENTS**

- 1. Number of local designations made during the year: 0

There were no new designations because the HPC did not identify any historical structures to be added that aren't already on the local register.

- 2. Number of permits reviewed during the year: 5

See above for descriptions of the design reviews.

- 3. The Heritage Preservation Commission meets at the Afton City Hall on an as needed basis the **Third Wednesday** of the month at 5:00 p.m. The HPC held 7 meetings during 2018.

HPC Commission Members:

- Peter Vujovich, Co-Chair
- Jim Randers, Co-Chair
- Jim Cox, Commissioner/Secretary
- Kathy Bolton-Iverson, Commissioner
- Martin Stern, Commissioner

- Primary Staff Support: Ron Moore, City Administrator
- Other Staff Support: Julie Yoho, City Clerk

- 4. Number of National Register nominations commented on and/or submitted for nomination during the year: 0

There were no reviews of work done to properties on the National Register and the HPC did not identify any properties that should be nominated to the National Register.

- 5. Summary description of the local inventory:

- Afton House Inn
- Old School House

- 6. Did the commission conduct any projects under a CLG sub-grant during the year? No

# HERITAGE PRESERVATION COMMISSION

AFTON, MINNESOTA

NAME	POSITION / YRS OF SERVICE	PHONE / E-MAIL	OCCUPATION or QUALIFICATIONS
<b>Kathy Bolton-Iverson</b> 3632 St. Croix Tr. S. Afton, MN 55001	Commissioner / 8	651-436-1143 H. <a href="mailto:itskbi@aol.com">itskbi@aol.com</a>	25 yr resident RN MCAD graduate Art & Design / Artist
<b>Jim Cox</b> 12941 22 <sup>nd</sup> St. S. Afton, MN 55001	Secretary Commissioner / 16	651-436-3699 H. 612-414-0155 C. <a href="mailto:aftonarchitects@msn.com">aftonarchitects@msn.com</a>	18 yr resident Architect / Planner
<b>Randers, Jim</b> 177 Croixview Dr. S. Afton, MN 55001	Co-Chair Commissioner / 8	651-436-7367 H. 612-240-8745 C. <a href="mailto:jimmiducati@me.com">jimmiducati@me.com</a>	17 yr resident Design / Displays / Signs / Exhibits
<b>Stern, Martin</b> 3390 St. Croix Tr. S. Afton, MN 55001	Commissioner / 12	651-436-8080 W. <a href="mailto:martin@squirehousegardens.com">martin@squirehousegardens.com</a>	12 yr resident Landscape Design Retail Home Goods
<b>Vujovich, Peter</b> 14888 50 <sup>th</sup> St. S. Afton, MN 55001	Co-Chair Commissioner / 12	651-998-0533 H. <a href="mailto:peterujovich@vujovich.com">peterujovich@vujovich.com</a>	16 yr resident Design / Builder

**AFTON HISTORICAL SOCIETY**

3165 St. Croix Trail South  
Afton, MN 55001  
(651) 436-3500

Annual HPC/CLG Report  
Assurances

City of Afton HPC

2018-2019 Fiscal Year

1. I hereby certify that the **City of Afton** Heritage Preservation Commission has adhered to the public participation provisions as stipulated under Section D of the "Procedures For Applying For and Maintaining Certified Local Government Status" issued by the Minnesota State Historic Preservation Office.
2. I hereby certify that the **City of Afton** Heritage Preservation Commission has adhered to the "Procedures for the Proper Disposal of Government Records" pursuant to Minnesota Statutes 138.17 (see Appendix C of "Procedures For Applying For and Maintaining Certified Local Government Status").

\_\_\_\_\_  
Local Government Official

Afton Mayor  
Position

April, 2019  
Date

(This form may be used to certify compliance with requirement I.E.f. of the Annual Report required for all CLG's.)