

HISTORIC PRESERVATION COMMISSION MEETING MINUTES

The **Historic Preservation Commission** will meet on **Monday, October 2nd, 2023** at **5:00 p.m. in the City Hall Council Chambers (601 Main St W)**

Present: Steve Schraufnagel, Magge Ericson, Jeff Muse, Elizabeth Madsen-Genzler, Kristen Huset (via Goto)

Scott Warren, Tom Trudeau, Steven Wiley

Absent: Andy Goyke

Agenda

1) Approval of Agenda – 5:00

Chair Schraufnagel called the meeting to order at 5:00 pm and asked for approval of the agenda. The Commission voted to approve the agenda.

2) Approval of Previous Meeting Minutes from August 14th 2023.

The Commission decided to hold off on approval of the August 14th meeting minutes until the next regularly scheduled HPC meeting.

3) Identify Conflicts of Interest

None

4) Public Input (non-agenda items) (each speaker will be allowed up to 5 minutes to present to the Historic Preservation Commission)

None

5) New Business

A. Review and Action on a Certificate of Appropriateness for Adaptive Reuse Project at 208 3rd Avenue West (Parcel IDs 201-01650-0100, 201-01654-0000, and 201-01650-0000)

Wiley presented the adaptive reuse project for 208 3rd Avenue West and showed the latest plans to the HPC. Wiley explained that the Site Plan Review for the project had gone through the Plan Commission for a Conditional Use Permit (CUP) at the April 25th Plan Commission meeting. The Zoning Board of Appeals (ZBA) reviewed and approved a variance for a detached garage as part of the project at the August 21st ZBA meeting. The Site Plan Review for the project was reviewed and approved at the September 19th Plan Commission meeting. Generally, staff would refer these types of projects to the HPC prior to placing them on the Plan Commission agenda but in this case the item was reviewed by the HPC at the April 24th HPC meeting. At the time the HPC had voted to support the approval of the Opera House project based on plans provided at the time. The HPC had not voted formally on a Certificate of Appropriateness and since the April HPC meeting the applicants had completed work on the 3rd Avenue W façade of the building which was not reflected in the drawings previously submitted.

Ericson asked about flipping the balconies proposed for the front 3rd Avenue W façade to the east façade instead. She believed that the balconies and doors as proposed would impact the historical character of the façade. Huset argued that the balconies and doors as proposed do fit in and that they do not look out of place because the doors are replacing windows. The balconies are the biggest things but developers have to make some changes. The work as proposed looks fine.

Ericson stated her concerns with how the balconies will look with furniture. Chair Schraufnagel asked the applicants what the balcony size would be. Mr. Trudeau answered that both balconies would be 5 feet by 11 feet in size. Ericson asked what the proposed sign will be. Mr. Trudeau answered that the proposed sign would be a new painted sign. Mr. Schraufnagel stated that the work was a good improvement and that the Plan Commission had to approve it. Ericson stated that she liked the street

windows. Mr. Trudeau explained that all arched windows would remain the same and were being replaced. The applicants would decide what to do with the 2 windows currently boarded up. Chair Schraufnagel stated that the proper way was to recess the window 2-3 inches. Chair Schraufnagel asked the applicants about the landing at the front of the building. Mr. Trudeau explained that this would be a 3-foot landing and step going down. The landing will be concrete. No commissioners had any more questions so Chair Schraufnagel asked for a motion and a second to approve a Certificate of Appropriateness for the project as proposed.

Madsen-Genzler moved and Ericson seconded to approve a Certificate of Appropriateness for the Adaptive Reuse Project at 208 3rd Avenue West (Parcel IDs 201-01650-0100, 201-01654-0000, and 201-01650-0000). Motion carried 5-0.

Huset left the meeting at 5:25 pm.

6) Announcements / Reports / Comments / Questions

Wiley reminded the HPC that Assistant Planner Mandelyn Lyons was moving over to the Parks and Recreation Department. Due to a schedule conflict Wiley had proposed to the HPC that the next regularly scheduled meeting occur on November 6th, 2023. Wiley stated that he would send out more information and packet materials closer to the November 6th meeting date.

7) Adjournment of Meeting

Chair Schraufnagel asked for a motion and a second to adjourn the meeting. Ericson moved and Muse seconded the motion to adjourn. The meeting adjourned at 5:28 pm.

Recorded by:

Steven D. Wiley, AICP, Planning and Development Director