

**Heritage Preservation Commission**  
**Meeting Minutes**  
Monday, May 17, 2021

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**1. Call to Order**

Chair Sauer called the meeting to order at 6:05 p.m.

**Members Present:** Karl Vohs, Lyn Rein, Ron Dwyer, David Sauer and Cori Weems

**Members Absent:** Sam Temple and Lee Nordmeyer

**Staff Present:** Kim Clausen, Community Development Coordinator

**Others Present:** John Sheesley; Kara Sheesley

**2. Minutes**

A. April 19, 2021 Regular Meeting

A motion was made by Rein and seconded by Dwyer to approve the minutes from the April 19, 2021 regular meeting.

The motion passed unanimously.

**3. General Heritage Preservation Items**

A. Citizen Comment Period - None.

**4. Design Reviews**

A. 303/305 Central Ave/14 3<sup>rd</sup> St NE – Façade improvements

Building owner John Sheesley presented his proposal for repairing the facades at 303/305 Central Avenue and 14 3<sup>rd</sup> St NE. Commissioners asked if African Mahogany can withstand cold weather. Sheesley said relief cuts will be made on the back of the wood and use the warps to his advantage when crafting the bulkheads. Rein noted the new single door will improve accessibility issues at 303/305 Central Avenue.

A motion was made by Rein and seconded by Weems to approve the following scope of work:

The plywood on the storefront windows of 303/305 Central Avenue and 14 3<sup>rd</sup> Street NE will be replaced with new clear glass.

The entrance to the former Eastman Music store at 303/305 Central Avenue currently has two side-by-side doors. The property owner will eliminate the southernmost entry door by extending the knee wall/storefront. The existing northernmost entry door will remain in place but the property owner would like to replace it in the future and will do a separate design review for that component. The framing for the new knee wall/bulkhead will be wood construction that extends the wood-framed knee wall/bulkhead and painted glossy black. The enameled tin panels on the current bulkheads at 303/305 Central Avenue will be removed and salvaged as much as possible and replaced with horizontal wood and stainless steel panels as shown in the attached photograph. The wood will be African Mahogany and finished with a clear penetrating oil. The bottom 3-4 inches of the bulkhead will be stainless steel for maintenance purposes. The enameled tin panels above the storefront at 303/305 Central Avenue will be removed and new clear insulated glass with UV filtering will be installed in the existing transom window framework currently hidden by the panels.

As a temporary measure, the salvaged enamel tin panels from 303/305 Central Avenue will replace the plywood bulkhead at 14 3<sup>rd</sup> Street NE. This is to give the property owner time to determine if he wants to use the same storefront treatment at 303/305 Central Avenue on 14 3<sup>rd</sup> Street NE, as well as the remaining 3<sup>rd</sup> Street NE storefronts.

The motion passed unanimously.

**5. Items of Discussion**

A. Commissioner Training Manual – Chapter 4

The Commission reviewed Chapter 4 of the Commissioner Training Manual. No action necessary.

B. Downtown Building Inventory

Commissioners talked about establishing a new baseline photographic inventory of the downtown historic district. Each commissioner was assigned a block to photograph and was asked to submit photos to staff by the next meeting.

The Commission also expressed support for exploring options for digitizing the Historic Site Files into an online database available to the public. Staff will research this and bring options to the HPC at a future meeting.

**6. Adjourn**

A motion was made by Vohs and seconded by Rein to adjourn the meeting at 7:27 p.m.

The motion passed unanimously.

Respectfully Submitted,

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Kim Clausen  
Community Development Coordinator