

**Heritage Preservation Commission
Meeting Minutes**

Monday, December 16, 2019

1. Call to Order

Rein called the meeting to order at 6:30 p.m. in the First Floor Public Meeting Room, City Hall, 208 NW First Avenue, Faribault, Minnesota.

Members Present: Lyn Rein, Ron Dwyer, Lee Nordmeyer, Julie Schiffer and Karl Vohs

Members Absent: None

Staff Present: Kim Clausen, Community Development Coordinator

Others Present: None

2. Minutes

A. Minutes of November 18, 2019 Regular Meeting

Vohs noted that in the summary of item 4A., the last sentence should say, "...exposed was without prior HPC..." A motion was made by Vohs and seconded by Dwyer to approve the November 21, 2019 meeting minutes as amended. The motion passed unanimously.

3. General Heritage Preservation Items

A. None

4. Design Reviews

A. 111 Central Avenue – Sign Permit

Staff presented the sign permit request for Optional Tech Assist at 111 Central Avenue. They are a new company that does cell phone repair and other services. The proposed awning and door signage meets the requirements of the Downtown Sign District. Commissioners expressed concern about the business name and signage not giving a clear indication of what the business does. Commissioners also discussed that the double doors open into an interior common area and thought it might confuse customers of other businesses. However, the property owner authorized the door signage and it meets the technical requirements. Commissioners thought an additional small wall sign could be installed that provides more information on the business services.

A motion was made by Vohs and seconded by Dwyer to approve removal of the signs as proposed, while also suggesting a name change or more signage that clarifies the business services. The motion passed unanimously.

5. Items of Discussion

A. Meeting in a Box

The State Historic Preservation Office (SHPO) is asking HPCs around the state to host a "meeting in a box" to gather information on the new Statewide Historic Preservation Plan. The meeting must be held, and feedback returned to SHPO, by February 15. The HPC agreed this was a good idea and could be used to gather feedback on local historic resources as well. Commissioners discussed various meeting dates and times. A motion was made by Vohs and seconded by Nordmeyer to hold the meeting on Monday, February 3 at 6:00 p.m. at the Senior Center (Buckham West). Staff will verify the space is available and send notices to stakeholders.

6. Adjourn

Prior to adjourning, Commissioner Schiffer announced that due to a job change, she is no longer able to attend HPC meetings, and is resigning from the Commission. Commissioners were disappointed that Schiffer will no longer be on the board and expressed their thanks for her service.

A motion was made by Dwyer and seconded by Vohs to adjourn the meeting at 7:12 p.m. The motion passed unanimously.

Respectfully Submitted,

Kim Clausen
Community Development Coordinator

Lyn Rein, Chairperson