Meeting Minutes
for the meeting held on
June 13, 2012

Members Present:
Beth Berry
Jeff Dunn
Sean Ervin
Kevin Gansz
Dixie Hieb
Adam Nyhaug
Mildred Roesch
Josh Schorzmann
Keith Thompson

Members Absent:
Ryan Streff

Public in Attendance:
Erik Carlson
David Dandar
Rich Jensen
Cheryl Rath
Lisa Schmidt

Staff Present:
Debra Gaikowski, Planner
Brent O’Neil, Economic Development Manager

Chairman Kevin Gansz called the meeting to order at 4:01 p.m.

1. Approval of the April 11, 2012 and May 9, 2011 Meeting Minutes – In regard to the April 11, 2012 Board of Historic Preservation meeting minutes, Dixie Hieb noted a clarification she would like added to the paragraphs for items 3a and 3b. She would like the words “non-historic path” added to both paragraphs so the sentence in 3a will read, “Sean Ervin made a motion that the proposed improvements to the east façade of the York building at 200 East 6th Street meet the merits of the non-historic path of the Façade Easement Program but do not...” The sentence in 3b will read, “Sean Ervin made a motion that the proposed improvements to the east and north façade of the Raven building at 205 East 6th Street meet the merits of the non-historic path of the Façade Easement program but do not...” Dixie Hieb made a motion to accept the revised April 11, 2012 meeting minutes. Keith Thompson seconded the motion. Motion passed unanimously.
In regard to the May 9, 2012 Board of Historic Preservation meeting minutes, Keith Thompson noted he should have been listed as absent rather than present. Mildred Roesch requested that she be listed as “absent due to the meeting location change in May.” Keith Thompson made a motion to accept the revised May 9, 2012 meeting minutes. Dixie Hieb seconded the motion. Motion passed unanimously.

2. Public Input on Non-agenda Items – None

3. Old Business: None

4. New Business:
   a. **520 West 9th Street Demolition** – Debra Gaikowski explained that this item was already acted upon by the Board of Historic Preservation at a previous meeting. An abbreviated case report was submitted to the State Historic Preservation Office (SHPO) who responded that all alternatives had been considered. The purpose of the item being placed on this agenda was to take public comment on the demolition of 520 West 9th Street as per the City ordinance. The demolition signs had been posted announcing today’s comment period and location. No comments were received. Debra stated that she will send a notification letter to SHPO letting them know the demolition permit will be issued after a 10-day waiting period. No action was required of the Board.
   b. **1230 South 1st Avenue Addition** – Debra introduced the contractor for the project at 1230 South 1st Avenue, Lisa Schmidt. Lisa described the work to be performed, the areas of the house to be removed, and the materials to be used on the addition. She answered several questions from the board members. Keith Thompson made a motion that the proposed project, with a different stucco texture on the addition, will not have an adverse effect on the historic district. Jeff Dunn seconded the motion. Motion passed unanimously.
   c. **Façade Easement Program Presentation** – Brent O’Neil, Community Development Department staff member, presented information on the current Façade Easement Program. He handed out a sheet with considerations the City reviewed when they modified the program in 2011. He also handed out the Façade Easement booklet which illustrates recipients of the grant. The board members asked several questions of Brent. This item was informational.
   d. **Boyce-Greeley Façade Easement Application** – Brent presented information on the façade easement application for the Boyce-Greeley building located at 231 South Phillips Avenue. He introduced the owner of the building, David Dandar, and Rich Jensen, representative for the applicant. The project consists of replacing the windows on the 4th floor and adding loft condominiums to that level. Rich noted that no other public subsidy has been used on the project. Dixie Hieb made a motion to recommend approval of the façade easement grant to David Dandar as it meets the historic path of the program and the Secretary of the Interior Design Standards for Historic Properties. Adam Nyhaug seconded the motion. Motion passed unanimously.
   e. **Notice and Order Report** – Debra noted that a property at 430 West 7th Street has been added to the Board’s list of Notice and Orders even though it is outside of the historic district. Kevin Gansz stated that it is important for the board to not only advocate for historic district properties but historic properties throughout the city. The Notice and Order for the property on 7th Street is to demolition the structure. Dixie noted that it is a very narrow lot so it will likely remain a vacant lot once it is demolished. This item was informational.

5. Other Business
a. **Ordinance 14-86 (Chapter 19 ½) update** – There are several properties that need to be added to the Local Register found in Ordinance 14-86 to ensure the Board of Historic Preservation’s authority to regulate projects on these structures. Kevin requested that a subcommittee be formed to review the draft changes made a couple of years ago in addition to any other changes the Board deems necessary. Volunteers for the subcommittee include Keith Thompson, Sean Ervin, and Dixie Hieb.

Debra stated that she has been informed that the pedestrian bridge at the mosaic wall on 9th Street and 2nd Avenue will not be removed as previously planned.

Kevin announced a Historic Homes tours event to be held on July 19 in the Cathedral Historic District from 5 – 8 p.m. There will be four homes to view and the cost will be $10. It was noted that typically, many realtors will have open houses at this same time at homes currently for sale in the area.

**Adjourn** – Sean Ervin made a motion to adjourn the meeting at 5:17 p.m. Beth Barry seconded the motion. Motion passed unanimously.