Call to order – Vice Chairperson Rachael Meyerink called the meeting to order at 4:00 p.m., welcomed board members and guests, and gave introductory comments.

1. Approval of the July 12, 2017, Meeting Minutes
   Vice Chairperson, Rachael Meyerink, requested a motion to approve the July 12, 2017 meeting minutes. Member Lura Roti made a motion to approve the meeting minutes. Member Stephen Jackson seconded the motion. The motion to approve the July 12, 2017 meeting minutes passed unanimously.

2. Public input on non-agenda items:
   Vice Chairperson, Rachael Meyerink, requested if there was anyone from the public who desired to provide input to the Board on any non-agenda items. There was no citizen input received.

(over)
3. **New Business:**
   A. 234 N. Duluth Ave., Cathedral Historic District

   **Kim & Jeff Skrovig, Contractor**

   (Board action required)

   Jeff & Kim Skrovig, contactor, representing the applicant and property owner, Adam Weber, presented this item. Mr. Skrovig explained the applicant is requesting to construct a new 3-stall car garage approximately 36’ wide x 26’ deep. There is not a current garage structure located on the property. Narrow width LP siding, asphalt roof shingles, and exterior paint color are proposed to match the existing house. The new garage will have a roof pitch of 6:12 and the existing house pitch is 8:12. A two stall and single stall car garage doors are located on the front elevation facing the alley at the rear yard. A door with a small gable end roof overhang will be located to the rear of the garage. Due to the 4–5 foot grade change from the alley to the rear yard, stairs are located at the interior of the garage.

   Board member, Lura Roti, commented that when walking past the front of the residence that you won’t really see the new garage located in the rear of the property. The new garage would be more visible from the existing alley and side street.

   Rob Collins, board member, inquired about the proposed roof vent design and the trim color above the proposed garage doors. He also mentioned if the wider trim board above the garage doors could be accented with color, it would look better. Mr. Skrovig responded the roof would be vented with a ridge vent and agreed with the color suggestion for the wider trim board above the garage doors.

   Vice Chairperson, Rachael Meyerink, remarked that for other similar historical garage cases, and to compliment neighborhood architectural styles, the Board has encouraged applicants to consider maintaining historical single door openings, rather than constructing larger double door openings and having the exterior door panel openings be darker color, rather than using a white door color scheme. The contractor mentioned that he would be open to using raised single panel doors and constructing farmer’s or carriage style doorways with a darker door color.

   Board member, Josh Chilson, questioned the fence height and placement. The contractor replied the fence would be six (6) feet high and extend up to the new garage.

   Rob Collins, board member, asked if the contractor would consider widening the garage’s projecting triangular dormer feature over the rear doorway and to utilize vertical trim at the garage corners to make it look more historical. The contractor acknowledged he could do that work and that it would look nice.

   There were no additional public comments expressed for this agenda item.

   Board discussion ensued. Board member Lura Roti commented the garage structure will not be as visible from the street as other garages in the neighborhood.

   Board member, Rob Collins, said with the garage being tucked into the hill it diminishes the size, so as to not be a new monster size garage.
Board member, Pam Merchant, expressed the proposed gable roof for the garage blends in well with the house and neighborhood.

Board member, Jennifer Dumke, made a motion to approve the applicant’s request to build a new three (3) stall garage at 234 N. Duluth Avenue, as it would not have an adverse effect on the Cathedral Historic District.

Board member, Lura Roti, seconded the motion.

Board member, Rob Collins, offered an amendment to the motion, to include the following condition:

1. Widening the garage’s projecting triangular dormer feature over the rear doorway to mimic the front of the house, and to utilize vertical trim at the new garage corners.

Lura Roti, seconded the amendment.

Board member, Pam Merchant, offered a second amendment to the motion, with the following condition:

2. The new garage door be a darker color, other than white.

Rob Collins, seconded the second amendment.

The motion, as amended to build a new three (3) stall garage at 234 N. Duluth Avenue, with two conditions, passed unanimously. The two conditions being:

1. Widening the garage’s projecting triangular dormer feature over the rear doorway to mimic the front of the house, and to utilize vertical trim at the new garage corners.
2. The new garage doors be a darker color, other than white.

B. 1121 S. Dakota Ave., Sherman Historic District  Kalise Ellerbroek, Property Owner (Board action required)

Diane deKoeyer, board liaison, noted the applicant razed the existing garage without a building permit. When the applicant/contractor requested a building permit it was noted that the garage had been contributing to the Sherman Historic District and should not have been removed without approval.

Kalise Ellerbroek, applicant and property owner, and her father, Brian Ellerbroek, presented this item. Ms. Ellerbroek explained this is her first home purchase and the previous garage was in disrepair, and that she requests board approval to construct a new 2-stall car detached garage. She referenced her plan submittal that depicts the new garage to measure approximately 22’ wide x 22’ deep with an 8:12 roof pitch with a 1’-0” overhang. A two stall car garage door is proposed for the front elevation (S. Dakota Ave.). A dormer is shown above the garage door. A window opening at the dormer at the south façade is proposed for natural light. A passage door is also proposed on the south building elevation. The proposed roof pitch, siding width, and paint for the new garage would match the existing house on the subject property.
Board members inquired about the proposed siding to be used for the new garage. The applicant responded the house siding is wood cedar plank. A LP lap siding material is proposed for the new garage.

Board member, Lura Roti, commented that in this case that since you can see the garage from the street, if the applicant would be willing to consider utilizing single stall garage doors instead of one double door. The applicant mentioned she would consider using single stall garage doors.

Vice Chairperson, Rachael Meyerink, mentioned there is a shared driveway between the applicant’s and neighbor’s houses, and the new garage would be tucked behind the house. One may only see half of the new garage structure from the street.

Board member, Josh Chilson, commented it would be nice if the proposed garage window opening at the dormer at south façade should match the horizontal pane style that is on the two dormer windows on the house. The applicant responded she would do so.

Board member, Rob Collins, remarked there are vertical trim boards on the corner of the existing house and asked if the applicant would be willing to add such a similar detail to the new garage corners. The applicant responded she would do so.

There were no additional public comments expressed for this agenda item.

Board member, Pam Merchant, made a motion to approve the applicant’s request to construct a new 2-stall car detached garage at 1121 S. Dakota Avenue, as it would have a non-adverse effect on the Sherman Historic District, subject to three conditions:

1. Providing vertical trim boards on the garage corners, similar to that of the existing house;
2. Providing a horizontal separation between the main garage doors;
3. The LP lap siding material proposed for the new garage mimic the width of the house and be a similar look in material.

Board member, Shelly Sjovold, seconded the motion. The motion passed unanimously.

4. Other business:
   A. Past Forward Conference – Bd. Member Attendance
      Chicago, IL November 14-17, 2017
      Diane deKoeyer, Board Liaison, Urban Planner, mentioned the Past Forward Conference will be held in Chicago IL on November 14-17, 2017. Board member, Jennifer Dumke, expressed interest to attend this conference. There were no additional public comments expressed for this agenda item.

      https://pastforwardconference.org/pastforward2017/
B. Mayor’s Historic Preservation Awards
   2. Perspective Architects Office, 525 N. Weber Ave.

Diane deKoeyer, Board Liaison, acknowledged Vice Chairperson, Rachael Meyerink, for facilitating the award presentations and providing inspiring commentary to the recipients, several guests and media, at the Mayor’s Historic Preservation Awards event that was held prior to the Board meeting. Diane mentioned the award recipients were sincerely appreciative of the recognition. Diane also thanked other board members Shelly Sjovold, Lura Roti, and Pam Merchant, for their supportive attendance at the awards event. There were no additional public comments expressed for this agenda item.

C. Board members suggested that a future BoHP Strategic Planning Session be held, and perhaps be a part of their next meeting scheduled for September 13, 2017. There were no additional public comments expressed for this agenda item.

Adjournment – With no further business, the Board of Historic Preservation meeting was adjourned at approximately 4:57 p.m.

The next meeting of the Board of Historic Preservation will be on September 13, 2017, at 4:00 pm, in the Commission Room on first floor of City Hall.