



HISTORIC PRESERVATION COMMISSION
June 19, 2023 – Public Meeting

CALL TO ORDER

The meeting was called to order at 7:04 pm.

ROLL CALL

The following were:

Present: Tara Sue Hughart, Holli Turpin, Debra Monsive, and William (Bill) Christiansen, Chester Turner, Rick Hazeltine
Absent: Steve Kleiner
Staff Present: City Planner- Eric Mongan, Assistant Planner-Allison Crow and Recording Secretary – Tina MacDonald
Applicant: None
News Media: None

ITEMS TO BE ADDED TO AGENDA

None

MINUTES

The August 15, 2022 and May 10, 2023 minutes were approved 5-0.

Ex parte: None

NEW BUSINESS

- (a) Election of Chair and Vice Chair. Commissioner Monsive nominated Commissioner Kleiner for Chair. Commissioner Turpin seconded the motion. Debra read an email from Commissioner Kleiner to the Commission. He accepted the nomination. The Commission are all in favor. Commissioner Hughart was nominated by Commissioner Turner for Vice Chair. Commissioner Monsive seconded. All in favor.
- (b) Historic Renovation Grant Program Application – Discussion of Grant Process.

There was discussion about the application itself. Taking the year specific piece off, making it more user friendly and housekeeping items. Eric would like this to be a more useful tool and more available to those who don't quite have the means. Maybe council would accept a 25% or 10% instead of 1 to 1. There is a barrier that is existing with the grant program as it is. It has been at \$10,000 for quite some time, what about more? Debra thinks the 25% is quite a bit more reasonable and is a good first step.

There is also an advertising component that should be a part of the grant process to bring awareness to it and the committee. Newspapers, press releases and stories about the buildings and renovations were discussed. Eric stated that he would lean more on the commission to take the lead on that. When the commission is reviewing the grants maybe that is the time to write a press release, and to have the applicants have a part in it. Applicant could also boost the benefit of the project on their social media as well.

There was discussion of the grant process and due date. We do not want people holding out until the last minute. The current timeline is during a terrible time of year to do construction, and Eric would like to see the application available July 1. Maybe there could be a bonus offered to those that get their applications in first and so on.

Holly asked about having an open house to get information out when the process becomes available. Eric talked about even "targeting" as far as letting an owner know that there is help available in updating their historic building.

William asked about the grant itself. Eric shared that the City participates in the heritage all-star program. By way of having a development code that is supportive of preservation, education and the commission itself, along with the grant it provides the City with aid in the way of grants, etc. It shows that we are putting effort into our historic downtown. There were discussions about the numerous projects that have been done downtown and what the commission would like to see happen.

Eric talked about the Main St project coming up and ideas on how to come up with ways to sell the grant. Eric will be publishing the Downtown Market Analysis by the end of the week and shared the specifics around some of the details and design.

Eric would like to see what the state thinks about the narrative portion of the grant application. There was discussion about things to add to it as well. Adding commission contact information on the application was mentioned. Eric will have something to present at the next meeting as far as the filing, can we change the timeline, eligibility and do the applicants need to be local.

Eric discussed a possible vacancy tax, acquisition and nuisance declarations.

Holly asked about being able to see as a community the projects as they progress and are completed. There was talk about posting information on the website as well.

INFORMATION FROM STAFF

Eric shared the information about the Knickerbocker Building at 602 E Main and the renovation coming up. The commission will not see the application as it is a Type II. He talked about the diamonds in the rough grant and how this project may be a good candidate for the preservation grant.

Eric also talked about more specifics and details about the upcoming Main St. project and Main St. itself and the legalization. When it was platted it was a 50 ft. right of way. Somehow at some time in the past it became 65 ft. There will be a street legalization to correct that for the upcoming project.

COMMISSION COMMENTS

Holli asked about the timeframe on getting things to council, if needed. Eric stated that it depends on where the responsibility lies.

Debra talked about the Hot Spot Café sign and asked if there could there be an easement to protect the mural or other murals. The parking lot there is fully permitted and can be there.

ADJOURNMENT – 8:28 pm