

Heritage Preservation Commission  
June 27, 2017 Meeting Minutes  
Council Chambers – Duluth City Hall

I. Call to Order and Roll Call

Chair Michael Poupore called to order the meeting of the Heritage Preservation Commission (HPC) at 2:02 p.m. on Tuesday, June 27, 2017.

Attending: Ken Buehler, Stacey DeRoche, Terry Guggenbuehl, Mike Malone, and Michael Poupore

Absent: David Woodward

Staff Present: Ben VanTassel, Chris Lee and Cindy Stafford

II. Public Hearing

A. Application for Historic Nomination: 2400 E Superior Street, Duluth Woman's Club

**Staff:** N/A

**Applicant:** Ellie Dryer president of Duluth Woman's Club addresses the commission. The building is already part of the East End Historic District. They are seeking to obtain their own designation. The building was built in 1910. Elizabeth Congdon and her friends bought the house for their clubhouse. There have been no architectural changes to the building. They feel the building is historically significant and needs to be preserved.

**Public:** N/A

**Commissioners:** Terry Guggenbuehl noted the planning commission reviewed the nomination and supported it at their June meeting.

**MOTION/Second:** Buehler/Malone recommend the historic nomination of 2400 E. Superior St. proposed by the Duluth Woman's Club.

**VOTE: (5-0)**

III. New Business

- A. Application for Historic Nomination: Lincoln Park Pavilion – Community Planning Intern Ryan Saltis addresses the commission. He shares the proposed application and gives an overview. The pavilion was built in 1934. The nomination is just for the building and not the entire park. Chair Poupore asks about the restoration work. Lisa Luokkala the city parks office addresses the commission. She is the co-project manager for Lincoln Park. The city is working with LHB as their consultant. There is a desire to reopen the restroom facility. The minimum requirements were asked for as well as a more elaborate scope. Construction could begin as early as September. She welcomes the HPC's input. Chair Poupore asks if there is a general overview. Luokkala states the major components include fire damage repair as well as door access width needs to be increased by a couple of inches. Ken Buehler asks if the proposed historic designation purpose is to receive funding. Luokkala stated the city has enough funding for the current scope of work. They would like to pursue the designation for additional projects and upkeep. VanTassel explains staff is seeking input. Is the information in the application sufficient? Chair Poupore asks if there is a way to complete the restoration in order to bring back the original historical characteristics. Luokkala states more funding would be needed for the additional scope. They will proceed with bringing the building back to code for current use. Terry Guggenbuehl states a lot of the work seems basic, which includes plumbing, electrical and roof repairs. Stacey DeRoche confirms just the basic repairs will be addressed now to get it open and useable. The historical work aspects could come next. Guggenbuehl feels the application is complete. Mike Malone states a future

designation can open more sources to funding. Luukkala thanks the commissioners for their input.

IV. Old Business

- A. Lincoln Park historic survey – VanTassel stated work is progressing and expects the final report to be delivered to the HPC soon.
- B. Work Plan: Review/Update Second Half of 2017 – VanTassel asks the commission if there is anything they want to focus on. Chair Poupore notes it would be beneficial for the HPC to meet the school district's new property manager.

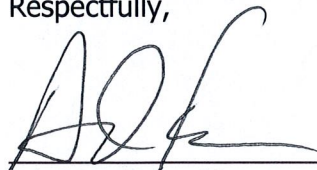
V. Communications and Other Business

- A. Indigenous Commission – VanTassel shares they are looking at areas in the city that have sacred importance. They are interested in working together with the HPC.
  - Coordination on Future Nomination of Indigenous Sites
  - MnDOT Archaeological Study – Future Joint Meeting
- B. Planning Commission Update – Terry Guggenbuehl gives an overview and reiterates they were in support of the Duluth Woman's Club building historic nomination.
- C. Imagine Duluth 2035 (Comprehensive Plan) – Ben VanTassel states they hope have drafts completed by August or September. Chair Poupore states the HPC would like to review a draft in order to make their comments known.
- D. Consideration of Minutes – May 23, 2017  
**MOTION/Second:** Guggenbuehl/Malone approve May 23, 2017 minutes.

**VOTE: (5-0)**

- E. Topics for July Meeting
  - Identify bluestone quarries for potential nominations.
  - Update on Lincoln Park
  - Skyline and ISD meeting.
- F. Adjournment at 2:44 p.m. (Next Meeting, Tuesday, July 25, 2017)

Respectfully,



Adam Fulton - Manager  
Community Planning