

Heritage Preservation Commission  
November 12, 2019 Meeting Minutes  
City Hall Room 330

Call to Order and Roll Call

Vice-Chair Jessica Fortney called to order the meeting of the Heritage Preservation Commission (HPC) at 3:04 p.m. on Tuesday, November 12, 2019.

Attending: Ken Buehler, Stacey DeRoche, Jessica Fortney, Mike Poupore, and Sarah Wisdorf

Absent: Mike Malone

Staff Present: Steven Robertson, Eleanor Bacso, and Cindy Stafford

Old Business

1. Pastoret Terrace. Deb Kellner addressed the HPC, and gave an overview. The survey methodology included the comprehensive gathering of detailed information of the historical and physical character of the Pastoret Terrace and the Paul Robeson Ballroom. She gave a brief history of Duluth. Architect, Oliver Traphagen designed the building. The building was commissioned by Michael Pastoret. They were originally elegant upscale townhomes. In 1924 the building was redesigned to house more people and became a rooming house. In 1960 the Kozy bar was up and running. There was a fire in 2010 in one of the housing units which spread to the entire building. As of March 2017 the city of Duluth was seeking proposals from developers for the future of the building. The next step in the process will be reporting to SHPO. Michael Poupore would like to see the report before it's submitted.

**MOTION/Second:** Poupore/Buehler would like to see the report before it's submitted.

**VOTE: (5-0)**

2. Lincoln Park, Discussion on Adverse Effects and Mitigation Strategies – Lisa Luukkala, city assistant parks manager, addressed the commission. Last week they had an HPC workshop discussing mitigation strategies. A draft MOA was created. Incorporated was additional language from the meeting. They would like to move forward and would like approval from the HPC for the MOA as drafted. Poupore asked about including the park as a locally or nationally historically nomination. Luukkala stated not at this time. Steven Robertson noted this could take a long time and doesn't need to be tied to the moa at this time. Luukkala noted they will be updating their parks and rec master plan in 2020, which will include a larger conversation about historic properties. Poupore would like wayfinding included. Luukkala thought it might be outside the scope of mitigation strategies, but his comment was noted. Future road projects can include safe routes to parks.

**MOTION/Second:** Wisdorf/DeRoche approve the MOA as drafted.

**VOTE: (4-1, Poupore Opposed)**

New Business

3. Discuss Draft Women’s Club Historic Preservation Plan, Elle Dryer, President of the Women’s Club addressed the commission. They are seeking approval from the HPC. She asked if the commissioners have any questions. They changed the wording to reflect keeping the character of the garage in case it is made bigger or altered in the future. Dryer asked about the gutters. Poupore noted they aren’t too restrictive. Fortney noted the windows. She suggests possibly noting not to use vinyl windows and to replace using in-kind materials. Buehler congratulates Dryer and wishes them luck. Dryer will change item C. 3 and will bring the final revision back the HPC for approval.

Annual Meeting

4. Election of Officers

**MOTION/Second:** Wisdorf/DeRoche nominated Jessica Fortney for president

**VOTE: (5-0)**

**MOTION/Second:** Wisdorf/Poupore nominated Stacey DeRoche for vice-president

**VOTE: (5-0)**

5. Review 2019 Work Plan and Ideas for 2020 Work Plan – Poupore asked about the consolidated plan. Robertson noted it is mainly for grant funds. Poupore asked if there was anything that pertained to historical preservation. Robertson stated not at this time. The open comment period is still open until 11/25/19. He encouraged the HPC to voice their opinion. The HPC would like to see historic preservation and/or mitigation be upheld in the future. Buehler feels a written comment would be more effective versus offering a statement at the public hearing.

**MOTION/Second:** Buehler/DeRoche approve the statement Wisdorf created to add as a comment to the consolidated plan, “Where applicable, to request grant applicants to consider Historic Preservation, including but not limited to mitigation, interpretation, and preservation.”

**VOTE: (5-0)**

Wisdorf suggests interpretive signage pertaining to the Essentia Health Campus. Fortney would like to see historic parks designation brought forward in the work plan list. Poupore would like to see a more specificity (identifiable areas) in #10 continue surveys across the city. They would like to revisit the list in January.

6. Discussion on Possible Alternative Meeting Dates/Times for 2020. Proposal for 2<sup>nd</sup> Monday of the month at noon. Robertson noted the next meeting will be at the normal time with the possibility of switching times for the following meeting.

Communication and Other Business

7. Planning Commission Update – Commissioner Sarah Wisdorf gave an overview. Art in the Streets Update. Costco is proposing a location on Haines and Arrowhead Road.
8. Consideration of Minutes – October 8, 2019  
**MOTION/Second:** Wisdorf/Buehler approve the minutes
9. Other
  - Art in the Streets Update – No update at this time.
10. Communication/Letters
  - City to SHPO, Course of Action for Pastoret Terrace 10-17-19
  - SHPO to City, Lincoln Park Improvements 90% Design Review 10-23-19

**VOTE: (5-0)**

Adjournment at 4:26 p.m.

Next Meeting Tuesday, December 10, 2019 **or** Tuesday, January 14, 2020, (Depending on Pending Items on the agenda)

Respectfully,



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Adam Fulton – Interim Director  
Department of Planning and Economic Development