



City of Duluth  
Planning Division

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Heritage Preservation Commission  
December 16, 2013 Annual Meeting Minutes  
Room 303 - City Hall

Call to Order

Chairperson Woodward called to order the meeting of the Heritage Preservation Commission (HPC) at 11:25 a.m. on Monday, December 16, 2013.

Roll Call

Attending: Ken Buehler, Kristi Johnson, Patricia Mullins, Thomas Vaughn, David Woodward

Absent: Nicole Smith (excused)

Staff present: Kyle Deming – Planning, Alison Lutterman – Assistant City Attorney

Chester Park United Methodist Church, 819 N. 18<sup>th</sup> Ave. E. (PL13-123)

Chair Woodward approves the revisions the applicant made to the Preservation Plan. The Commission accepts the comments by the State Historic Preservation Office (SHPO) and the Planning Commission on the Nomination.

**MOTION/Second:** Woodward/Vaughn – To make the final recommendation to Council to approve the nomination to Duluth Historic Landmark status of Chester Park United Methodist Church with the Preservation Plan and including comments from Planning Commission and SHPO.

(5-0)

Carter Hotel Memorandum of Agreement – Chair Woodward clarified with Assistant City Attorney Allison Lutterman the authority to move a band owned property to trust land is overseen by the federal government via the Bureau of Indian Affairs (BIA). Per Lutterman the City is concerned with the redevelopment of the land and wants to maintain the architectural fit of the surrounding historic district. If they take the hotel down, Woodward would like them to fund an interpretive plan for the historic district. Ken Buehler feels it is political and feels any project should be put on hold until a plan is in place.

*Buehler left at 11:50 a.m.*

Lutterman notes the importance of mitigating the adverse effect of losing the hotel, and feels the HPC has a voice in this process. The City would like to see language in the memorandum about redevelopment controls. If it becomes trust land, the only recourse the City has is in the 106 process. What they redevelop there will affect the historic district. Woodward feels the City should require the following if the building is to come down to be paid for by the band: 1) do an interpretive plan; 2) do a H.A.B.E.S.-H.E.R. study; 3) construct and install interpretive panels or other mitigation; 4) have development review on future development at the site. Per Lutterman, the national historic preservation act doesn't have enforcement provisions unless federal money is spent on a project. There is a meeting tomorrow at BIA regional headquarters in Bloomington that Lutterman will attend and Vaughn will also attend if weather permits. Woodward may also participate via phone.

Nomination to Duluth Historic Landmark status of the Clayton-Jackson-McGhie Memorial at 31 N. 2<sup>nd</sup> Ave. E. (PL\_\_\_\_\_). Kristi Johnson brought up the correlation between the Carter Hotel wall and the memorial wall. The building now serves as a back drop for the memorial that would be affected by the loss of the



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Carter Hotel building. Per Woodward, the HPC wants to protect the integrity of the memorial. No action taken on the nomination since no landowner signature.

Annual Report discussion– Woodward would like to draft a couple of paragraphs to add to the last page of the report in order to share HPC comments and concerns. He will accept additional comments from the commission until Friday and will forward them all to staff to forward to SHPO.

**MOTION/Second:** Woodward/Mullins – To accept the annual report with comments to be drafted by Woodward and staff to forward to SHPO.

(4-0)

*Mullins left at 12:30 p.m. – no longer a quorum*

Set 2014 meeting schedule

Chair Woodward is unable to set at this point, but feels regular time, 4<sup>th</sup> Tuesday at 2:00 p.m. is appropriate unless otherwise noted. Staff will note on web page.

Approval of Minutes and Reports of Officers

Meeting quorum is no longer valid (Buehler and Mullins absent), so can't vote to approve minutes (September 24, 2013 and October 22, 2013, (no quorum/minutes in November) or vote on officers. According to bylaws, election of officers is to occur at the annual meeting. Since election didn't occur, the current officers serve until replaced (Bylaw 6.1), therefore, Woodward will remain as President.

Adjournment

Meeting is adjourned at 12:30 p.m.



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Charles Froseth, Land Use Supervisor