



City of Duluth
Planning Division

411 West First Street • Room 208 • Duluth, Minnesota 55802-1197
218-730-5580 • Fax: 218-730-5904 • www.duluthmn.gov

An Equal Opportunity Employer

REGULAR MEETING

July 24, 2012

Preservation Commission Member
Duluth Historic Preservation Commission
Duluth, MN 55802

Dear Commission Member:

Chair David Woodward called a special meeting of the Duluth Historic Preservation Commission for **2:00 Tuesday, July 24, 2012, in City Council Chambers Room.** (There was no quorum of the commission at the June 26th, 2012 meeting.)

- I. Call to Order: Drew Digby, Wayne Gannaway, Tim Meyer, Carolyn Sundquist, David Woodward
- II. Consideration of Minutes - May 30, 2012, June 5, 2012 & June 26, 2012 meetings
- III. Communications. **None.**
- IV. New Business
 - A. Flood effects on local Landmarks – Dan Hartman report. ***This item was removed from the agenda.***
 - B. Spirit Mountain, concerns expressed by the Duluth American Indian Commission – Gabriel Peltier ***This item was removed from the agenda.***
 - C. Carolyn Sundquist – Item to be announced ***This item was removed from the agenda.***
- V. Old Business
 - A. UDC revision – Attached: Previous Chapter - Sec. 28A Heritage Preservation Commission (old language) and Current Chapter – 50-36.3 Historic Preservation Commission (new language)

Chapter 28A did not state that the property owner or representative needs to institute a heritage site. Woodward stated the next revision of the UDC is slated for October and suggested that this provision be removed. Mike Koop stated that we have their support. This also limits the ability to look at landmark districts. Woodward stated that all this language changed. A good next step is to review the language in the UDC. Sundquist added that we have only a small piece of what was in 28A. Sundquist added that the contents are missing – how do we get approval of COA's previously on 28A as there was no public hearing. Any time a local landmark they would need a public hearing and go back to 28A.

Digby asked who would be appropriate to nominate properties – can anyone do this? Digby stated that there is good and bad of this. Gannaway stated that best practice is that they would have an eligible property and determine if it meets the criteria.

Moses stated that in either case – would they want a 3rd party to nominate? Sundquist stated that the HPC may resume the powers to go through the steps. Currently under the UDC they took this away from us. Moses asked Commissioners to provide a list of changes they are asking for. Woodward asked how to create this list, given that Open Meeting laws prevent the HPC from discussing in between meetings. Moses suggested a special meeting, or discussion as part of the regular HPC meeting. She will confirm with Steven Robertson and Keith Hamre what is the best process.

- B. Designated Historic Properties List. Attached: Current Chapter 50-18.3-3 Local Designated Historic Landmarks and Historic Designation Index (revised August 8, 2010)

The UDC is expected to be amended in October. Moses stated that the process is started. Woodward stated that every time a property is nominated, it means the UDC needs to be amended. HPC wants to move the list out of the UDC so it can be maintained as an attached document.

Woodward asked how we can research properties nominated to update the list. Sundquist stated that they don't have the records. Woodward wants updating the list to be the highest priority. Moses will pass this onto Keith Hamre. Froseth stated a search could be conducted of city council indexes. Sundquist stated that with no staffing of the HPC it may be a problem.

Sundquist stated that Mary Anne Norton can present a list. Moses stated we still have to have the proof of it. Woodward suggested having a UMD student work on this with CURA funding.

- C. Local Landmark Standards – Sustainability – Wayne Gannaway ***This item was removed from the agenda.***

VI. Reports of Officers and Committees

- A. Planning Commission (past issues and future issues) – Drew Digby

VII. Other Business

- A. Future Planner position. Attached: The City's current job description for Planner II position.

Woodward stated that we want a future planner position. They would like to have the job descriptions that includes the planners to get to the top of the list.

Gannaway stated that the existing job description is a laundry list of duties. Gannaway said that they need to have more. He added that they could do this on a word document. Discussion again focused on what process should be used to suggest changes to the job description. Moses said she will confirm process with Steven Robertson and Keith Hamre.

- B. Public Information Meeting on Historical Inventory of East End - Phase IVa.

Mary Anne Norton. She has been studying Duluth buildings for some time. She found many errors in the Phase 3 document. Woodward stated that they wanted to get clarification to the whole commission. She has 2 pages of errors and she hasn't finished it yet. She has talked with Chuck and someone from Summit to make sure the corrections will be done. They will not release these until they are completed. Norton went to building inspection and listed ones that were not in the files. We will get this to all of the commission.

There are names of buildings which are not true names. There are many, many, omissions on this. Woodward stated that the value of this and that it is utmost to have it completed.

Andrew Schmidt – Cultural Resources. He is the consultant on the project and thanks Mary Anne for the review. As far as errors he is fully committed to this and going forward that there will be a higher level of quality control. Woodward would like an outside reader for this. If Mary Ann is willing as a volunteer, we asked to have it reviewed and these would be corrected. Schmidt stated that gathering the informational information and combine with phase 3 and then phase 4 as they may need to complete phase 4 first (end of August). Gannaway stated that phase 4 isn't inhibited by phase 3 moving along. It would be up to the city to assure the HPC a deliverable that has been corrected to come on time.

Froseth stated that they will keep back a certain dollar figure until completion.

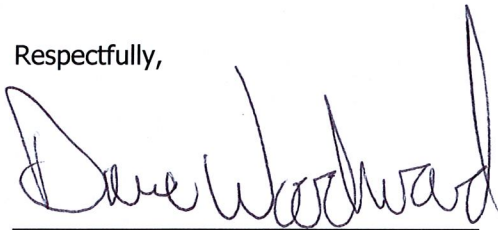
C. DTA Multimodal (***Item added to agenda***)

The DTA gave a presentation on the new Multimodal Center, which will replace the Wells Fargo ramp and Salter Building. Instead of the previous elevations which showed an all-glass structure, they have added red and cream bricks to mimic existing structures downtown. The building still includes a lot of glass and a lot of light for safety reasons. The brick areas are about 2 foot in depth and 12' to 16'. The open sections underneath is the street and bus entrances. They may be able to walk bikes through the skywalk, but not ridden at this time. This is not in the Historic District, but is across the street from the Historic District. Realistically, the two have been upgraded very nicely and the front of the buildings are entirely different. This building is not old enough for historic designation. Any change that would be done would have to go back to SHPO.

Commissioners reviewed the elevations and said they were happy with the proposed changes. They agreed they do not have official purview to approve the elevations, and asked the DTA to share the SHPO response with them.

VIII. Adjournment

Respectfully,

A handwritten signature in cursive script, appearing to read "David Woodward". The signature is written in black ink and is positioned above a horizontal line.

David Woodward