

THE DULUTH HERITAGE PRESERVATION COMMISSION (DHPC)
Minutes
Planning Department Small Conference Room, Third Floor, City Hall
4:15 p.m. Tuesday, October 28, 2008

Members Present: Penny Clark, Carolyn Sundquist (Vice-President), Tony Dierckins, Don Dass and Robert Aho

(Mayanne Norton and Heather Rand-absent)

1. CALL TO ORDER (President: Penny Clark) **Meeting called to order at 4:24pm**
2. ROLL CALL
ACCEPTANCE OF THE AGENDA – ADDITIONS/CORRECTIONS
3. CONSIDERATION OF MINUTES **No minutes from the September meeting because there was not a quorum**
4. GUEST – none
5. REPORTS OF STAFF, OFFICERS, AND COMMITTEES
 - A. East End Residential Historical District Survey Phase 2 -Update **Clark reported that the City needs monthly progress reports, which Deb Kellner is providing. Clark will get a copy of the contract for her file. Deb Kellner will be asked to attend the November HPC meeting to give the commission an update.**
 - B. Duluth Preservation Alliance – (Sundquist) **Tony Dierckins will be doing a presentation about his new book *Crossing the Canal* on Wednesday, November 19th**
 - C. Duluth Planning Commission - (Rand) **no report**
 - D. Natl. Trust Report – (Sundquist) **Carolyn Sundquist gave a report on the recent National Trust conference in Tulsa. She reported on a landmark owner meeting prototype where we would meet, give documentation and have the owner sign off. Also there was a discussion as to whether we have any police action with our quasi judicial status?? She also laws reminded that it imperative that we have a good relationship with City Councilors.**
 - E. St. Louis County Historical Society - (Clark) Tiffany window- **see below**
6. OLD BUSINESS
 - A. Local Designation of Historical Park, Crosby House and First Presbyterian Church, 300 E 2nd St. **Clark will check on the status of the Crosby nomination and see where it goes next. Tony needs the nomination form for designation. Clark will find out if there is a computer file of this form.**
 - B. Old County Jail – (Clark and Sundquist) **Clark reported that she has been in contact with Philip Waugh from the Cities whose firm is interested in helping us develop a reuse plan and find a potential buyer. Penny sent him all the past studies. We will also try to arrange a meeting with Dennis Gimmestad, Bonnie M Donald and Tony Mancuso regarding the design of the new jail sally port and the old jail.**
 - C. Local Landmark status for Tiffany windows **Don Dass offered to work on this nomination. Carolyn will get Don a copy of Wade Lawrence's report and Penny will send Don the nomination form.**
 - D. Pumping Station fence **Carolyn recommended that we change the language of our letter to be less strong, still pointing out that they broke the law and asking**

how we can help them fix this mistake. Bob will help Penny revise Tony's original letter. It will then be sent to Mark McShane, Terry Groshung and Lisa Potswald.

7 NEW BUSINESS

1. Design Review Committee report (Aho, Dass and Clark) **Bob gave a report on Old City Hall. He recommended that we have a public ceremony and possibly a plaque recognizing the owners efforts.**
2. HPC ordinance review –progress report (Clark & Sundquist) **Carolyn gave her review and how we should proceed. She feels that we should meet with the City Attorney. We would request that properties listed as eligible for contributing or landmark status in the 1984 Survey, East End Survey, Downtown and Landmark status properties all be 'flagged' in all departments as properties that the HPC needs to be notified for review if they are to be involved in any change. Carolyn would like to get a legal interpretation of the ordinance. Motion made by Bob, 2nd by Tony that the HPC request a meeting with the City Attorney for a review of Ordinance 28A in light of the recent staff changes. All members approved this motion. Carolyn and Penny will write the letter requesting the meeting.**

8. ADJOURNMENT at 6:15pm