

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION**  
CITY OF SAINT PAUL, MINNESOTA  
Lower Level – Room 41, City Hall/Court House, 15 West Kellogg Boulevard  
**December 1, 2011**

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**Present:** Richard Dana, Robert Ferguson, Jennifer Haskamp, Matt Hill, Renee Hutter, Rich Laffin, John Manning, Matt Mazanec, David Riehle, Steve Trimble, Diane Trout-Oertel, David Wagner

**Absent:** none

**Staff Present:** Amy Spong, Christine Boulware

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**BUSINESS MEETING/PUBLIC HEARING**

- I. **Call to Order:** 5:05 pm
- II. **Approval of the Agenda:** Commissioner Dana motioned to approve the agenda; Commissioner Laffin seconded the motion. The agenda was approved 12-0.
- III. **Conflicts of Interest:** There were no conflicts stated.
- IV. **Approval of the meeting minutes - The minutes for November were not received. The other minutes were approved unanimously. (Dana, Riehle)**
  - A. September 15, 2011 Business Meeting/Public Hearing
  - B. October 6, 2011 Business Meeting
  - C. October 20, 2011 Public Hearing
  - D. November 3, 2011 Business Meeting
  - E. November 20, 2011 Public Hearing
- V. **Chair's Announcements**
  - A. There will be discussion about the work groups with item IX.A.
- VI. **Staff Announcements**
  - A. November Design Review Statistics (see attached)
  - B. Legislative Hearing Notification
  - C. The HPC will have their annual holiday party at Pazzaluna after the December 15 public hearing.
  - D. There will be a new appointment to the HPC by the Annual Meeting.
- VII. **Public Hearing/Design Review**
  - A. **500 Cedar Street, Central Presbyterian Church - Individual Site**, by Sessing Architects, Inc., for a building permit to create a new accessible entrance at the southeast corner of the church. HPC File #12-010 (Spong, 266-6714)  
Staff read the report recommending conditional approval. Staff received a letter from SHPO dated 11/23/11 stating that the revised plans for the addition will have "no adverse effect" and that SHPO will defer to the HPC for comments. John Patten, Elders of Central Presbyterian Church was present to discuss the proposal along with Ward Sessing, architect. Commissioners Trout-Oertel and Laffin discussed the additions attachment to the elevator addition and the church and need for a reveal at the attachments.  
The public hearing was closed. **Commissioner Riehle motioned to approve the application with staff recommendations. Commissioner Hutter seconded the motion. Commissioner Trout-Oertel and Wagner offered an amendment that the applicant consider adding a reveal where the new addition meets the existing buildings.** The public hearing was reopened for the applicant to discuss this

amendment detail with Commissioner Wagner. The public hearing was closed again.  
**The motion passed 11-0**

**VIII. New Business**

**A. Greater Lowertown Master Plan** – presentation by Ellen McPartlan, GLTMP Task Force chair.

**Ellen McPartlan, Lucy Thompson and Commissioner Ferguson gave an informal presentation on the Greater Lowertown Master Plan. The commission will take action on the plan at a future meeting. The plan Summary will be adopted as part of the Comprehensive Plan and help guide public and private investment.**

**IX. Committee Reports**

**A. Education Committee (Ferguson, Trout-Oertel)** – There was discussion about the work groups from the last retreat discussion. The ordinance is the top priority for the Education Committee. Commissioner Trout-Oertel is the chair of the Enforcement sub-committee. Commissioner Ferguson is the chair of the Demolition Delay subcommittee. Commissioner Haskamp is the chair of the Fees committee. A third Education Committee member is needed.

**B. 3M Advisory Committee/Workgroups update (Trimble, Mazanec)** – There was discussion at the Advisory Committee about wanting the Port Authority to explore housing.

**X. Motion to Adjourn: 7:05 pm**

Submitted by: C. Boulware