**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION**

**CITY OF SAINT PAUL, MINNESOTA**

**City Hall/Court House, 15 Kellogg Boulevard West, Lower Level - Room 40**

**January 25, 2018**

**Present:** Barbara Bezat, Robert Ferguson, Richard Dana, Steve George, Teresa Kimker, Bill Lightner, Stuart MacDonald, Joe Peroutka, Casie Radford, Steve Trimble, David Wagner

**Absent:** Michael Justin (excused)

**Staff Present**: George Gause, Christine Boulware, Allison Suhan

1. **Call to Order** 5:00pm
2. **Adoption of the Agenda** Commissioner *Dana moved to approve. Commissioner George seconded the motion.* ***Motion passed 10-0****.*
3. **Conflicts of Interest** None
4. **Approval of Minutes** Commissioner *Dana moved to approve the minutes. Commissioner George seconded the motion.* ***Motion passed 10-0****.*
	1. December 21, 2017
5. **Public Hearing/Permit Review**
	1. **1896 Summit Avenue West – Summit Avenue West Heritage Preservation District,** by Todd Kendall-Renewal by Anderson for review and approval to replace 31 windows in the structure. (Gause, 266-6714) **File# HPC 18-009**

*Commissioners questioned if operability was an issue of paint.
Commissioners asked if a preservation specialist had consulted on the window issues.*

*Commissioner Dana moved to deny application #18-009 for replacement of windows at 1896 Summit Avenue as per the findings of fact, presented testimony, submitted documentation and information provided in the staff report. Commissioner George seconded the motion.* ***Motion passed 10-0****.*

1. **Old Business**
	1. **Saint Paul African-American Historic and Cultural Context, 1837 to 1975, presented by Aurora Saint Anthony Neighborhood Development Corporation (ASANDC) for HPC review and adoption. (Boulware, 266-6715)**

*Commissioner Kimker moved to adopt the context. Commissioner Dana seconded the motion.* ***Motion passed 10-0****.*

1. **New Business**
	1. **Planning and Economic Development Director**

*Dr. Bruce Corrie, new PED Director, introduces himself to the Commission*

* 1. Resolution designating staff as the Commissions designee.

*Commissioner Dana moved to adopt the resolution. Commissioner Ferguson seconded the motion.* ***Motion passed 10-0****.*

1. **Annual Meeting**
	1. Draft 2017 Annual Report and permit statistics
	2. Election of officers for 2018 (Nominating Committee: Dana, Kimker, Trimble)

*Commissioner Trimble, chair of nomination committee, nominated Commissioner Justin as Chair, Commissioner Bezat as Vice Chair and Commissioner Ferguson as Secretary for 2018. Commissioner Peroutka seconded the nomination.* ***Motion passed 7-0****.(Commissioners Justin, Bezat and Ferguson did not vote)*

* 1. Draft 2018 HPC Staff Work Plan

*Commissioner asked to consider city-wide design guidelines in the work plan.*

1. **Policy & Procedures**
	1. #17-005 Applicant Presentation to HPC Policy

*Commissioner Wagner moved to adopt the policy. Commissioner Lightner seconded the motion.* ***Motion passed 10-0****.*

1. **Committees**
	1. Nominate Preservation Week 2018 Committee.

*Commissioners Peroutka, Kimker, Dana and George accepted positions serving on the Preservation Week committee.*

* 1. Survey and Designation Committee (Bezat, Ferguson, George, Peroutka)

*No update*

1. **Chair Announcements**
2. **Staff Announcements**
	1. December 2017 Design Review Statistics and Highlights
3. **Adjourn** 6:40 pm