

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION  
CITY OF SAINT PAUL, MINNESOTA  
City Hall/Court House, 15 Kellogg Boulevard West, Council Chambers**

**February 25, 2019**

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**Present:** Barbara Bezat, Leetta Douglas, Steve George, Robert Lubke, Stuart MacDonald, Paul Nelson, Joe Peroutka, Richard Dana, David Wagner

**Absent:** Michael Justin, Teresa Kimker, Bill Lightner, Casie Radford,

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

**Number of Public Present:** 7

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**I. Call to Order 3:30pm**

**II. Adoption of the Agenda** *Commissioner Peroutka moved to adopt the agenda. Commissioner George seconded the motion. **Motion passed 8-0.***

**III. Conflicts of Interest** *None.*

**IV. Minutes**

*Minutes for January 14, 2019 and February 7, 2019 were reviewed.*

*Commissioner Dana moved to recommend approval of both sets of minutes.*

*Commissioner Peroutka seconded the motion. **Motion passed 6-0-2.** (Commissioner Lubke and Nelson abstained since neither were members of the Commission at the time of these meetings).*

**V. Public Hearing**

217 Mackubin Street– Historic Hill Heritage Preservation District, by Mohammad Thabet for a Historic Use Variance to use the religious structure as a day care and banquet hall with one residential unit. File# HPC 19-010

*The applicant stated that the requested uses will not require changes to the exterior of the structure.*

*Darlinda Co, representing Dayton Avenue Presbyterian Church asked the commission for support of the HUV stating that it continues the mission of the church and it represents uses that are needed in the area.*

*Commissioners questioned parking requirements, occupancy and traffic routing. Interior work was discussed.*

*The Commission felt that the use would increase numbers of people in the structure which have not been seen for a while, but this will maintain a significant historic and cultural resource.*

*The Commission had two statements to pass on to the Planning Commission with their approval recommendation; The HPC encourages preservation of significant interior spaces and the Historic Use Variance will maintain the value and reuse of this significant historic and cultural resource, which is a core value of Saint Paul.*

*Commissioner Bezat moved to recommend approval of the Historic Use Variance to City Council based on the six findings and one condition.*

*Commissioner Peroutka seconded the motion. **Motion passed 8-0.***

## VI. Old Business

*Listening session proposed actions from the 2019 HPC retreat were discussed. Staff presented that thirteen listening sessions were held in the fall of 2018 in which approximately 12% of historic district residents (90% property owners and 10% tenants/renters) attended. The comments were discussed at the annual HPC retreat. Actions discussed for addition to the 2019 Work Plan:*

*Find ways to add clarity or simplify the guidelines.*

*Explore a pre-approved materials expectations list to set expectations early.*

*Find ways to clarify and set time expectations publicly.*

*Changing submittal requirements requiring construction documents.*

*Creating standards for submittals with enough detail for review.*

*Change submittal requirements to mirror what is required for building permits.*

*Develop worksheets for some required documentation.*

*Develop a list of case studies and timelines for applications.*

*Find new ways to engage residents (Preservation fair, revamp awards, newsletter, table at events, etc.).*

*Commissioners discussed addition of further actions to the work plan.*

*Develop a formal, public communications plan.*

*Explore sustainability opportunities in education and outreach.*

*Find ways to increase equitable sustainability in the locally designated historic districts and protect the cultural heritage of Saint Paul.*

*Drafting a formal letter to the residents of the locally designated historic districts describing what was heard at the listening sessions, solutions to the issues and thanking them for their patience and support.*

*Commissioner Chair Bezat recommended addition of the actions to the 2019 workplan. **Motion passed 8-0.***

## VII. Adjourn 4:40pm

**\* Recording of the meeting is available upon request**