

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION  
CITY OF SAINT PAUL, MINNESOTA  
Online Skype for Business Meeting**

**April 20, 2020**

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**Present:** Casie Radford, Barbara Bezat, Paul Nelson, Robert Lubke, Joseph Peroutka, Teresa Kimker. Joining the meeting at 3:35pm: David Wagner, Leetta Douglas,  
**Absent:** Steve George, Stuart MacDonald  
**Staff Present:** George Gause, Christine Boulware, Allison Suhan-Eggers  
**Number of Public in Call:** 18

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

**II. Adoption of the Agenda** *Commissioner Lubke moved to adopt the agenda. Commissioner Bezat seconded the motion. **Motion passed 5-0.***

**III. New Business**

**A. Suspension of courtesy postcard property owner notices**

*Staff member George Gause explained, as a courtesy, City staff had been sending postcards to property owners within 100' of a public hearing application being heard by the Heritage Preservation Commission.*

*Those notices were not required by state statute or city ordinance.*

*As part of the declared Peacetime State of Emergency in the State of Minnesota by numerous executive orders and an Emergency Declaration by the City of Saint Paul, City offices have been closed and staff are working remotely.*

*Mailings are not possible at this time.*

*As such, the courtesy postcard mailings have been suspended indefinitely by the City of Saint Paul.*

*Public hearings will continue to be noticed as per Saint Paul Administrative Code Appendix A-11 through the Early Notification System (ENS) and posted on the HPC website.*

Commissioners Leetta Douglas and David Wagner join the Skype call.

**B. Online/Virtual Meeting Policy and Procedure**

HPC Policy #20-001: Online/Virtual Meeting Policy and Procedure.

*Online/virtual meetings will only be utilized when a declared State of Emergency in the State of Minnesota or an Emergency Declaration by the City of Saint Paul and it has been determination that it is not practical nor prudent for the City of Saint Paul Heritage Preservation Commission to hold in-person meetings pursuant to Minnesota Statutes, Section 13D.02.*

*Highlights or the policy*

*Staff organizes the Skype meeting request and publish the meeting link*

*Deliberation and voting will be conducted by an audio roll call of commissioners.*

*Public will be called on to testify (audio only).*

*Microphones are to be muted unless recognized to speak.*

*Participants must state their name and address before speaking.*

*Commissioner Bezat moved to approve HPC Policy 20-001 for Online/Virtual Meetings. Commissioner Lubke seconded the motion. **Motion passed 7-0.***

**IV. Conflicts of Interest** *None*

**V. Minutes**

*Minutes for March 9, 2020 were reviewed. Commissioner Bezat moved to recommend approval of the minutes. Commissioner Peroutka seconded the motion. **Motion passed 7-0.***

**VI. Public Hearing**

**A.** 536 (anticipated 540) Holly New Single-Family Construction; Historic Hill Heritage District

*Staff pointed out the updated site plan that expanded the rear setback to 3'. Staff reminded the commission of the pre-app comments of January 13, 2020 meeting. Staff compared the application to the guidelines. Commissioners questioned railing on the porch.*

*Commissioner Lubke moved to approve the application for new infill construction with a detached garage at the vacant lot at 536 (540) Holly Avenue per the findings of fact, presented testimony, submitted documentation and information provided in the staff report. Commissioner Bezat seconded the motion. **Motion passed 7-0.***

**B.** 962 Summit New Single-Family Construction; Historic Hill (Boulware)

*Commissioners questioned about the proposed windows specifications.*

*They also inquired about the false dormers and how they would be treated.*

*A letter of public testimony against the new construction from Karen Miller of Hudson, WI who owns the neighboring property to the east, was read.*

*Lee Sexton, owner of 966 Summit, testified in favor of the application and reiterated that the quality of materials used needs to be in line with those of other residences on Summit Avenue.*

*Commissioner Lubke had a question for staff about required setbacks from infill construction in historic districts. Staff indicated that the guidelines specify a setback from adjacent construction with 5% variation.*

*Commissioner Bezat moved to approve the application for new infill construction with a detached garage at the vacant lot at 962 Summit Avenue per the findings of fact, presented testimony, submitted documentation and information provided in the staff report adding a condition that HPC staff will review final items.*

*Commissioner Nelson seconded the motion. **Motion passed 7-0.***

**C.** 201 Fourth Street East-Master Sign Plan; Lowertown (Boulware)

*Commissioners asked staff if the HPC could comment on the typeface.*

*Staff replied that the HPC could make suggestions but had no regulatory authority.*

*Commissioners asked for clarification on peg-mounted vs. rail-mounted signs.*

*Commissioner Lubke move to application for the master sign plan at 201 Fourth Street per the findings of fact, presented testimony, submitted documentation and information provided in the staff report. Commissioner Bezat seconded the motion. **Motion passed 7-0.***

**D. 1498 Summit New Single-Family Construction (Eggers)**

*Commissioners asked if the height of the proposed building was known.*

*Staff pointed out that height was not documented in the application.*

*They also asked if there was a diagram showing the proposed building in context with the site and neighboring residences.*

*One was not provided in the application.*

*The applicant or a representative of the applicant was not in attendance of the meeting to answer the HPC's questions.*

*Commissioners commented that the building appears to be out of scale with the size of the lot and with the neighboring residences.*

*A letter of testimony from property owners on each side of the project property was read.*

*Commissioners agreed with testimony from neighbors on both sides of the lot and their concerns of scale and height.*

*Commissioner Wagner moved to deny the proposed new construction at 1498 Summit Avenue per the findings of fact, presented testimony, submitted documentation and information provided in the staff report. Commissioner Lubke seconded the motion.*

**Motion passed 7-0**

**E. 594 Selby Avenue/156 Dale Street New Infill Construction (Eggers)**

*Commissioners expressed concern over setting precedent to construct large buildings in the historic district.*

*Commissioners recognizes the economics of scale and applaud the effort for affordable housing in this development, but the pedestrian circulation is problematic.*

*They also noted that this development will have the largest footprint in the district.*

*The applicant addressed the commission and summarized the project as well as explained the purchase agreement and use of the historic auto-garage.*

*Commissioner Wagner moved to adopt the draft resolution which approves construction of the new five-story apartment building at 594 Selby Avenue as per the findings of fact, presented testimony, submitted documentation and information provided in the staff report. Commissioner Peroutka seconded the motion. **Motion passed 5-2.***

**VII. CLG Public Comment**

Gold Line Bus Rapid Transit phase 1

*Commissioners concurred with the phase 1 findings.*

**VIII. Adjourn 5:40pm**