

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION  
CITY OF SAINT PAUL, MINNESOTA  
City Hall/Court House, 15 Kellogg Boulevard West, Lower Level - Room 40,**

**July 14, 2016**

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**Present:** Richard Dana, Matt Hill, Michael Justin, Robert Ferguson, Bill Lightner, Steve Trimble,  
**Absent:** Matt Mazanec (excused), Amy Meller (excused), David Riehle (not excused), David Wagner (excused)  
**Staff Present:** Allison Suhan, Bill Dermody, Alex Greenwood, Jessie Kling

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**PUBLIC HEARING/DESIGN REVIEW**

- I. Call to Order:** 5:07 pm
- II. Approval of the Agenda:** *Commissioner Justin moved to approve the agenda. Commissioner Ferguson seconded the motion. **Motion passed 5-0.***
- III. Conflicts of Interest:** *None stated.*
- IV. Approval of Meeting Action Minutes**
- A. June 9, 2016 Business Meeting
  - B. June 23, 2016 Public Hearing/Design Review

*Commissioner Hill moved to approve the minutes. Commissioner Ferguson seconded the motion. **Motion passed 5-0.***

**V. Pre-Applicaton Review**

- A. 515 Laurel Avenue – McQuillan Park, Hill Heritage Preservation District,** by City of Saint Paul – Department of Parks and Recreation, for a preliminary review for park improvements including replacing the play equipment, and possibly adding an ornamental fence, seating, landscaping and removing the tennis courts. (Dermody, 266-6617)

*Brian Murphy, Department of Parks and Recreation, presented the project and highlighted the feedback received from the community. The applicant provided several drawings that responded to various concerns such as a small play area. The applicant also provided drawings that responded to input from the community and the features they would like to see in the park. The Commission was pleased with certain design elements of the park, more specifically the benches, play equipment, gate entrances and lighting. The Commission recommended that the layout should be finalized and respond to the needs of the community. The commission also commented on the possibility of public art relating to the history of the neighborhood and offering a chance for recognizing historic culture of the neighborhood.*

**VI. Old Business:**

- A. Summit Avenue at Fairview and Hamline Avenues, and Summit Avenue between Dale and Victoria Streets – Summit Avenue West and Hill Heritage Preservation Districts,** by Al Czaia – Public Works, for permits to replace pedestrian ramps and some sidewalks at the corners and boulevards and adopt a resolution to include direction for future replacement in the Hill and Summit Avenue West Heritage Preservation Districts. File #16-029 (Boulware, 266-6715) **Continued from the June 23 Public Hearing**

*Ms. Suhan read an email from Al Czia, Department of Public Works, which agreed in the commission's recommendation to find an outcome that responds to the historic contexts when a V curb is necessary. He also agreed to the Commission's comments regarding the consideration of historic resources when revising pedestrian ramps. Commissioner Trimble moved to adopt the staff recommendations. Commissioner Justin seconded the motion. **Motion passed 5-0.***

**VII. New Business:**

- A. Saint Paul Streets Design Manual**, by Saint Paul Department of Planning and Economic Development, to review, comment, and adopt a resolution with recommendations for the City Council. (Spong, 266-6714)

*Anton Jerve, Department of Planning and Economic Development, presented a synopsis of the Streets Design manual and how it respects certain features in historic districts. Mr. Jerve highlighted that the manual is based on federal and state guidelines that have to be included; however the manual is designed to be as flexible as possible. Mr. Jerve indicated that the manual was revised to more specifically include streets, trees and lighting in consideration to historic districts. Commissioner Justin moved to approve the manual. Commissioner Ferguson seconded the motion. **Motion passed 5-0.***

- B. Review and comment on revised HPC Design Review Application form.** (Suhan, 266-6643)

*Ms. Suhan presented the new application and the improvements made to the form. Ms. Suhan stated that the new improvements were made to guide more applications to the completed stage in a faster timeline. The Commission agreed on the need for an updated form and commended her on her work. The Commission also made several comments that could be included in the form before the form was finalized. Commissioner Ferguson moved to approve the new application. Commissioner Lightner seconded the motion. **Motion passed 5-0.***

**VIII. Chair Announcements:**

- A.** Chair Dana announced that the HPC needs to apply for scholarships for the State Preservation Conference in Hastings.
- B.** Chair Dana announced that the Lowertown guidelines consultant is Winter and Company, and highlighted that he and Commissioner Meller will be on the Technical Advisory Committee. Also, Commissioner Ferguson will be on the Central Station Advisory Board.

**IX. Staff Announcements:**

- A.** Staff announced that the June Design Review Statistics are now available.
- B.** Staff provided updates on the Lowertown and Central Station Design Guidelines
- C.** Ms. Suhan announced that staff will meet with SHPO on July 15 to discuss new software capabilities in guiding the Hill resurvey project to a possible shorter timeline.
- D.** Mr. Dermody announced that the gateway corridor project in Dayton's Bluff has been moved back and that more information from SHPO regarding Dayton's Bluff National Register eligibility will come in November.
- E.** Ms. Suhan announced that the five HRA residential properties in Dayton's Bluff were approved for city subsidies by the City Council on July 13.

**X. Motion to Adjourn: 6:14 pm**

Submitted by A. Greenwood