

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION**

REGULAR MEETING

**Council meeting room in Thurber Community Center
Chatfield Municipal Building, 21 Second St. SE**

**TUESDAY, APRIL 26, 2022
7:00 P.M.**

Agenda

- I. Call to order
- II. Approve minutes of March 22, 2022 regular meeting
- III. Reports
 - 1. Chatfield Center for the Arts Phase II
 - 2. Chatfield Alliance
- IV. Unfinished business - none
- V. New business
 - 1. Preservation Month 2022 poster
 - 2. 2022 Preservation Award selection
 - 3. Replacement of historic sidewalk on Winona St.
 - 4. Joint meeting with city council recap
- VI. Other new business
- VII. Miscellaneous
- VIII. Adjournment

**CITY OF CHATFIELD
HERITAGE PRESERVATION COMMISSION
MINUTES OF MARCH 22, 2022
REGULAR MEETING**

A meeting of the Heritage Preservation Commission (HPC) was held in the council chambers at City Hall on March 22, 2022. The meeting was called to order by Chairperson Giesen at 7:00 P.M.

Members present: Chris Giesen, Ben Frederichs, Ruth Ann Lund, Sara Sturgis and Michael Martin. Pam Bluhm and Myrthis Griffith were absent.

Others present: Preservation Planner Robert Vogel.

Approval of minutes: Sturgis moved to approve the draft minutes of the February 22, 2022 meeting as presented; the motion was seconded by Martin and unanimously approved. Preservation Planner Vogel thanked City Clerk Young for preparing the minutes in his absence.

CCA progress report: Preservation Planner Vogel provided an update on the status of the arts center renovation and modernization project. Rehabilitation work has begun in the gymnasium and assembly room spaces and the design team is working on several critical preservation issues. Vogel advised the commission that if the plans and specifications need to be substantially changed, additional certificates of appropriateness (COAs) may need to be issued by the HPC. There was discussion of the HPC's role in planning for future preservation work that is not within the scope of the present project; Vogel will provide a list of potential projects for the commission's consideration at the next HPC meeting.

Minnesota historic rehabilitation tax credit: In 2010, the state legislature enacted the Minnesota Historic Rehabilitation Tax Credit, which provided a 20% investment tax credit for certified historic preservation projects involving historic properties. Since 2011, the tax credit has generated \$11.30 million in economic activity. If it is not reauthorized by the legislature, the program will expire on June 30, 2022. Legislation to renew the tax credit has strong bipartisan support; Senator Miller and Representative Davids have both voiced their support for extending the tax credit. Martin moved to ask the city council to pass a resolution expressing the city's support for an 8-year extension of the Minnesota Historic Rehabilitation Tax Credit; the motion was seconded by Lund and unanimously approved.

Haven Wall accessibility: Preservation Planner Vogel asked the commission to request city council authorization to have the city engineer prepare a cost estimate for design services relating to improving public access at the historic Haven Wall. Vogel explained that when the historic site was donated to the city in 2019, the gift included an easement providing public pedestrian access from Winona Street and a cash donation to be used financing future improvements. At the present time, the public easement exists only on paper and pedestrian access to the historic stone wall is limited. Discussion focused on how the engineer's cost estimate could be used in completing the historic site preservation plan and preparation of future budget requests. Frederichs moved to request the council to direct the city engineer to provide the HPC with a

cost estimate for landscape architecture design services relating to improving public access to the Haven Wall; the motion was seconded by Martin and unanimously approved.

HPC student member: Commissioners continued their discussion regarding student members begun at last month's meeting. An outline of the duties and responsibilities of student commissioners prepared by the city clerk was reviewed. The consensus of the members present was that the concept of an ex-officio (non-voting) student commissioner had merit and could improve the effectiveness of the HPC as a citizen advisory body. Members also expressed support for adding two student HPC commissioners, based on their belief that this would encourage their participation in discussion of policy matters before the commission. Sturgis moved to request council action to amend the city code to add two non-voting student members to the HPC; the motion was seconded by Lund and unanimously approved.

Preservation Month: The City of Chatfield will celebrate Preservation Month in May with a city council proclamation, a poster and presentation of the 14th annual Preservation Award. The call for nominations for 2022 Preservation Award has been released; the HPC will select this year's recipient(s) at its April 26 meeting, with presentation by the mayor at a city council meeting (date to be announced).

Joint meeting with mayor and council: The annual joint meeting of the HPC with the mayor and council has been scheduled for Monday, April 25 at 5:00 P.M. There was discussion of possible agenda items. Chairman Giesen suggested that the HPC use this year's joint meeting to generate discussion and council feedback on the idea of creating a downtown revitalization grant program that would be used to provide financial assistance to property owners for investment in historic building façade improvements such as storefront restoration, masonry and window repairs, and rehabilitation of historic architectural features. This initiative is one of the HPC's priorities for 2022 and a written proposal has been prepared; implementation will require an appropriation of funds as part of the city's annual budget. Sturgis moved to adopt Giesen's proposal and submit it to the mayor and council for discussion on April 25; the motion was seconded by Frederichs and unanimously approved.

There being no further business, the meeting was adjourned at 8:20 P.M.

Respectfully submitted,

Robert C. Vogel

Preservation Planner