



**Minutes of the  
Heritage Preservation Commission (HPC)**

**Held at 5:00 p.m., February 10, 2016  
Work Session Room, Anoka City Hall**

- I. **Call to Order** Chair Ward called the regular meeting to order at 5:04 p.m.
- II. **Roll Call**  
Members present: Peg Flaig, Colleen Hansen, Cory Rahn, Barb Thurston, Bart Ward  
Members absent: Jake Collins, Tim Nigh  
Staff present: Chuck Darnell, Associate Planner; Clark Palmer, Associate Planner

III. **Approval of Minutes**

**MOTION MADE BY COMMISSIONER HANSEN, SECONDED BY  
COMMISSIONER THURSTON TO APPROVE THE JANUARY 13, 2016,  
REGULAR MEETING MINUTES. MOTION CARRIED 5-0.**

IV. **New Business**

A. **Woodbury House Landscaping**

Associate Planner Darnell provided an overview of the proposed landscaping plan at the Woodbury House located at 1632 S. Ferry St. The project is intended to create screening for the parking lot fronting S. Ferry St. and to provide aesthetic improvement along the S. Ferry St. corridor. He informed the Commission that the City Council would like to further review the plan to ensure its consistency with the South Ferry Corridor Plan. The City Council will revisit the landscaping plan at a future meeting.

Chair Ward stated he would like the Commission to issue an advisory resolution. Commissioner Thurston stated she supports passing a resolution of support. Commissioner Flaig stated she did not think the City should be improving the landscaping at the Woodbury house and that it would be unfair to other local businesses since the property is owned by the City but rented by a private business (The Mad Hatter Restaurant and Tea Room). Commissioner Flaig expressed concerns over who would be responsible for landscaping maintenance. Chair Ward and Commissioner Rahn said they do not think the tenant would be responsible for maintaining the landscaping. Associate Planner Darnell stated the landscaping improvements might create added value to the property in the event that it sells.

Commissioner Flaig raised the question of where the Woodbury House property line is located and whether the City owns the rock wall at the edge of the property

along S. Ferry St. Associate Planner Darnell and Chair Ward stated that the City owns the wall. The item was postponed until more information is made available.

V. **Old Business**

A. **Franklin Elementary School Interpretive Sign**

Associate Planner Palmer provided an update on the project to create and install a historic interpretive sign for Franklin Elementary School. The commission was asked to review and recommend a location for the sign's placement. Potential locations were reviewed and discussed.

Commissioner Rahn asked if the sign would be similar to the historic signs located near Caribou Coffee along W. Main St. Associate Planner Palmer advised that the sign would more closely mimic the styles and look of the signs at Sandburg Education Center and Green Haven Golf Course and Event Center. Commissioner Thurston recalled that the Green Haven sign is 2' x 2'. Commissioner Flaig said she prefers a larger sign. Associate Planner Palmer advised that the sign bid received from Sign Station is for a 4' x 3' sign. Chair Ward and Commissioner Thurston said they would like to get more bids for the sign after a review of the cost. Approval of the sign budget was postponed.

Commissioner Thurston said it would be good if the sign was installed before the end of the school year. The Commission also discussed having a dedication ceremony for the sign's unveiling; staff will look into organizing this with school officials.

The Commission also raised the question of whether the City, in partnership with the HPC, would contribute to the cost of producing the sign. Staff was directed to investigate this further.

B. **Preservation Alliance of Minnesota – Educational Workshops**

Associate Planner Palmer provided an update on what staff has learned about the potential partnership between the Preservation Alliance of Minnesota (PAM) and the HPC to host educational workshops for realtors and homeowners.

The Commission discussed ways of marketing workshops for the homeowner series. Commissioner Flaig suggested information could be included in the Home and Garden Tour booklet. She also said a survey could be conducted at the Home and Garden Tour event to measure people's interest. Commissioner Rahn suggested a survey could be conducted at Riverfest. Chair Ward suggested that the Commission could have a booth with information at Riverfest. Commissioner Thurston said this might help attract the interest of "handymen." Commissioner Rahn and Chair Ward suggested the Commission could have a booth with a display of signs produced

and/or pictures of projects completed. Commissioner Thurston said this might help highlight to the City Council all the work the Commission has accomplished. Chair Ward also suggested the Commission could attend an open forum of the City Council to emphasize projects accomplished.

**C. National Register Plaques**

Associate Planner Darnell provided an update on the National Register Plaques project. He informed the Commission that the City has received a grant extension until June 1, 2016, for the completion of the project, that the City has received the hardware/mounting/framing materials for the plaques, and that staff has heard from all private property owners regarding their preference for plaque mounting and placement.

Public Services staff's concern about wall mounting and City liability for drilling into private property was discussed.

Locations for the placement of plaques at Windego Park Auditorium and the Woodbury House were discussed. After some discussion about potential locations and preferences, Chair Ward suggested that the Commission and City staff visit the sites to aid in the selection of locations. The selection of locations was postponed.

Associate Planner Palmer informed the Commission on what staff has learned from the sign company (Interpretive Graphics) regarding sign maintenance, tamper-resistant screws, and touch-up paint. The Commission discussed whether it is necessary to acquire touch-up paint now or later as it is needed. It was decided that if touch-up paint is needed at a later date, it would be acquired at that time.

**D. Staff Updates on Various Projects**

- 1) Associate Planner Darnell informed the Commission that the cottages at the former State Hospital site, which Commonbond Communities would like to restore for housing for veterans, did not receive funding this year from Minnesota Housing Finance Agency.
- 2) Associate Planner Darnell informed the Commission that staff visited the location of the WPA sidewalk stamp located at the NE corner 3<sup>rd</sup> Ave and Madison St. Public Services staff is to be notified that the Commission would like that section of sidewalk preserved and retained in the same location.

**VI. Committee Reports**

**A. Sandwich Board Committee**

The Commission had a brief discussion regarding sandwich board signs and residents who would either like a new sign to replace their existing sign, or residents who would like to nominate themselves or others for a sign. Commissioner Thurston requested that staff inform the Commission if they hear of any potential properties interested in receiving a sign so the commissioners can go look at the address.

**B. Home and Garden Tour Committee**

The Commission had a discussion about memberships and new homes to be added to the tour. Commissioner Thurston said it would be a good idea to provide a history of homes and associated neighborhoods for the Home and Garden Tour booklet. Commissioner Flaig mentioned more sponsors were needed.

**C. Tourism Committee**

No update

**D. Historic Vignette Committee**

Chair Ward stated he would like to have language for a new vignette that starts with the history of Anoka that precedes the vignettes in the hallway outside of the Council Chamber.

**VII. Miscellaneous**

Next meeting: March 8, 2016 at 5:00 PM.

**VIII. Adjournment**

**MOTION TO ADJOURN BY RAHN AND SECONDED BY FLAIG. MEETING ADJOURNED AT 6:45 PM. MOTION CARRIED 5-0.**