



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

**Held at 5:00 p.m., March 8, 2016
Committee Room, Anoka City Hall**

I. **Call to Order** Chair Ward called the regular meeting to order at 5:00 p.m.

II. **Roll Call**

Members present: Colleen Hansen, Cory Rahn, Barb Thurston, Bart Ward

Members absent: Jake Collins, Peg Flaig, Tim Nigh

Staff present: Clark Palmer, Associate Planner

III. **Approval of Minutes**

**MOTION MADE BY COMMISSIONER HANSEN, SECONDED BY
COMMISSIONER THURSTON TO APPROVE THE FEBRUARY 10, 2016
REGULAR MEETING MINUTES AS AMENDED. MOTION CARRIED 4-0.**

IV. **Old Business**

A. **Franklin Elementary School Interpretive Sign Project**

Associate Planner Palmer provided an update on the Franklin School sign project. Mr. Palmer discussed staff's meeting with the school's Principal regarding the project. He informed the Commission that the Principal's preference is for a 4' x 3' sign placed at location #1 with an angled mounting.

The Commission reviewed and discussed the possible locations and mounting for the sign.

Commissioner Thurston asked about the sign's design and layout. Mr. Palmer advised that the sign will be similar to the Sandburg Education Center and Green Haven Golf Course and Event Center signs.

Mr. Palmer shared with the Commission an additional sign quote from Interpretive Graphics. The Commission discussed and compared the costs of both quotes.

Staff was directed to look into rounded corners for the sign and to reach out to the school board chair for organizing a dedication ceremony.

The Commission was asked to approve the sign budget and provide a recommendation on the sign's placement and mounting with consideration for the Principal's preferences.

MOTION MADE BY COMMISSIONER HANSEN, SECONDED BY CHAIR WARD TO APPROVE THE SIGN BUDGET AND ANGLED MOUNTING. MOTION CARRIED 3-1.

The Commission recommended location #1 or #2 for the sign's placement.

B. National Register Plaques Project

Associate Planner Palmer reviewed with the Commission placement locations for the National Register plaques at the Woodbury House and Windego Park Auditorium.

Several options for placement and mounting were discussed for both locations. Pole mounting versus wall mounting at the Woodbury House was discussed. A temporary location for placement of the plaque at the Windego Park Auditorium was discussed.

The Commission was asked to make a motion to approve the mounting and locations for the placement of each of the plaques.

MOTION MADE BY COMMISSIONER THURSTON, SECONDED BY COMMISSIONER RAHN TO APPROVE THE POLE MOUNTING AND PLACEMENT LOCATIONS FOR THE PLAQUES AT LOCATIONS #1 FOR BOTH SITES. MOTION CARRIED 4-0.

The Commission briefly discussed plans for a dedication ceremony for the completion of the project.

V. **New Business**

A. **Riverplace Counseling Center and Riverwalk Projects**

Associate Planner Palmer presented an overview of the proposed Riverplace Counseling Center and Riverwalk projects.

VI. **Committee Reports**

A. **Sandwich Board Committee**

Chair Ward and Commissioner Thurston spoke about nominations for recipients of sandwich board signs.

Associate Planner Palmer asked if an application was part of the process for nominations of sign awards. Mr. Palmer was advised that an application for nominations is not required.

B. **Home and Garden Tour Committee**

Commissioner Thurston led a discussion on the Home and Garden Tour. She stated that sponsors for the tour have been coming along, but it has been hard to find homes on the west side of the river to add to the tour.

C. Tourism Committee

No report

D. Historic Vignette Committee

Chair Ward talked about a vignette maker who he'd like to work with on creating pre-territorial historic vignettes that predate the establishment of the City of Anoka.

VII. Miscellaneous

Chair Ward discussed the USPS first day issue Halloween stamp and planned events.

Associate Planner Palmer informed the Commission that the Annual Boards & Commissions Appreciation Dinner will be held April 14 at Green Haven Golf Course and Event Center. Invitations will be sent mid-March.

Next HPC meeting will be April 12, 2016 at 5:00 PM.

VIII. Adjournment

**MOTION TO ADJOURN BY RAHN AND SECONDED BY THURSTON.
MEETING ADJOURNED AT 6:27 PM. MOTION CARRIED 4-0.**