



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

**Held at 5:00 p.m., April 12, 2016
Committee Room, Anoka City Hall**

I. **Call to Order** Chair Ward called the regular meeting to order at 5:03 p.m.

II. **Roll Call**

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

Members absent: 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 MARCH 8, 2016,
REGULAR MEETING MINUTES. MOTION CARRIED 5-0.**

IV. **Old Business**

A. **Franklin Elementary School Sign Project**

Chair Ward led a discussion about the planned unveiling event for the Franklin School sign including participation with students, the school's Principal, Board Chair, school district Superintendent, QCTV and the Anoka County Historical Society.

The Commission reviewed the draft sign sketch including text, punctuation, and grammar. The Commission worked through each block of text and provided suggested edits to the draft sign sketch to be submitted to the sign company, Sign Station.

Associate Planner Palmer advised the Commission that the ordered mounting bracket allows for both vertical and angled mounting.

The Commission discussed paying for the full cost of the sign and exploring cost sharing for future signs with the school district. Chair Ward stated he would lead the effort.

B. **National Register Plaques Project**

Chair Ward provided an update on the planned unveiling event at Woodbury House for the completion of the National Register plaques project.

The Commission discussed wall mounting of the plaque for the Ticknor House and pole mounting at the Shaw-Hammons House.

The Commission discussed the hardware for mounting including if the tamper resistant hardware was acceptable. Welding as an option was discussed. Commissioner Collins advised the Commission that dissimilar metals cannot be welded without causing concerns for corrosion. Chair Ward said he would speak with Public Services Superintendent Anderson regarding the preferred method for mounting.

Associate Planner Palmer advised the Commission that the permit from MnDOT for the Mississippi River Bridge sign was extended and that the sign is ready for installation.

C. Expansion of Historic Districts

The Commission had a general discussion regarding expansions of historic districts within the city including Van Buren and Christian Hill.

Specifics of the historic preservation ordinance were discussed. Associate Planner Palmer advised the Commission that districts need to be contiguous and have the approval of a majority of property owners within the district.

Commissioner Thurston asked if noncontributing structures could be including in the district. Staff was not sure and would look into it.

Commissioner Collins asked if an inventory of existing houses surrounding the current districts should be completed and then determine where the district(s) may be appropriately expanded. Commissioner Thurston suggested that herself and Commissioner Collins perform a property inventory surrounding the Christian Hill district.

The Commission asked if Mr. Palmer would discuss this with the Planning Director and report back to the Commission.

V. New Business

A. Sign Ordinance Update

Associate Planner Palmer provided an overview of the proposed sign ordinance update staff is beginning work on.

Sandwich board signs within the main street zoning district were discussed.

VI. Committee Reports

A. Sandwich Board Committee

The Commission discussed the current list of property owners who are interested in receiving either a new or replacement sandwich board sign.

B. Home and Garden Tour Committee

Commissioner Thurston led a discussion on the Home and Garden Tour. She reviewed the current list of sponsors and properties that will be included in the tour.

C. Tourism Committee

No report

D. Historic Vignette Committee

Chair Ward talked about work being done on the project. He said he will come next month with materials to share.

VII. Miscellaneous

Commissioner Rahn requested that staff look into the witch medallions. Chair Ward proposed making new medallions and selling them. Commissioner Thurston proposed looking into making a cast and putting all four of the medallions back where they were at 2nd and Main Street. Chair Ward said it would be cool if they were replaced.

Commissioner Thurston and Chair Ward said they should have never been removed.

Commissioner Collins suggested the process of making the medallions may not be as easy as taking a cast. The process may have included stenciling and pressed stone. Chair Ward suggested having Bill Bendiske take a look and provide input on how to proceed.

Next HPC meeting will be May 10, 2016 at 5:00 PM.

VIII. Adjournment

MOTION TO ADJOURN BY RAHN AND SECONDED BY COLLINS.

MEETING ADJOURNED AT 6:43 PM. MOTION CARRIED 5-0.