



Note the change in date and meeting room

Anoka City Hall, Work Session Room, 5:00 p.m.
Wednesday, January 13, 2016



I. Call to Order

Oath of Office

Jake Collins & Barb Thurston

Appointment of Chair & Vice Chair

Introduction of Staff

Clark Palmer - Associate Planner/Code Enforcement Technician

II. Approval of December 8, 2015 Minutes

III. Public Forum

IV. New Business

A. Approve 2015 Accomplishments & 2016 Goals

V. Old Business

A. 2015 Historic Preservation Award Certificates

B. Franklin Elementary School Plaque (update)

C. National Register Plaques (update)

D. Educational Partnership with Preservation Alliance of Minnesota (update)

VI. Committee Reports

- Sandwich Board Committee
- Home and Garden Tour Committee
- Tourism Committee
- Historic Vignette Committee

VII. Miscellaneous

Next Meeting February 9, 2016 at 5:00pm

VIII. Adjournment



**Minutes of the
Heritage Preservation Commission**

**Held at 5:00 p.m. December 8, 2015
Committee Room, Anoka City Hall**

I. **Call to Order** Commissioner Nigh called the regular meeting to order at 5:02 p.m.

II. **Roll Call** Members present: Tim Nigh, Cory Rahn, Colleen Hansen, and Barbara Thurston.

Members absent: Bart Ward, Jake Collins, and Peg Flaig.
Staff present: Chuck Darnell, Associate Planner.

III. **Approval of Minutes**

**MOTION MADE BY THURSTON, SECONDED HANSEN TO APPROVE THE
NOVEMBER 10, 2015 REGULAR MEETING MINUTES, AS CORRECTED.
MOTION CARRIED 4-0.**

IV. **Old Business**

A. **2015 Historic Preservation Award Certificates**

Associate Planner Darnell presented the certificates that were produced and will be provided to the recipients of the 2015 Historic Preservation Awards. Mayor Rice signed the certificates, and once HPC Chair Ward signs the certificates, they will be framed and sent to the award recipients.

B. **Sandwich Board Recipient List (update)**

Associate Planner Darnell stated that he had been working to compile a list of all of the past recipients of the sandwich board signs. The draft version of the list was shared with the Commissioners.

The commissioners reviewed the list and made some suggestions for corrections and changes. Commissioner Nigh stated that the year of Anoka's 120th Anniversary was the first year that sandwich boards were awarded, so that should be the date that the list would start.

Commissioner Hansen stated that it would be helpful to have this list going forward and to use when making decisions on homes to award sandwich board signs to in the future.

C. **Franklin Elementary School Plaque (update)**

Associate Planner Darnell shared the template that was created for the Franklin Elementary School plaque, and asked the commissioners whether any additional changes needed to be made before the template was to be sent out for bids.

Commissioner Nigh asked about the style of the plaque. Staff noted that the style would be exactly the same as what was used for the plaques that were created for Greenhaven Golf Course and the Sandburg School.

Commissioners Hansen and Rahn suggested that the title of the plaque be changed to simply "Franklin School" to better identify the purpose of the sign. Commissioner Thurston suggested that the captions be added to each of the individual photos. Staff stated that the changes would be made to the template before it was sent out for bids.

D. National Register Plaques (update)

Associate Planner Darnell provided an update on the progress of producing the National Register Plaques. Staff explained that final proofs had been approved and that the production process was underway. The signs will be produced and delivered to the City, and the City will install the signs by the project deadline which is March 1, 2016.

E. Housing & Redevelopment Authority Activity (update)

Associate Planner Darnell provided an update on the recent Housing and Redevelopment Authority meeting and the discussions that had taken place on the properties in the South Central Business District area. Staff stated that the HRA had discussed and expressed interest in property in the South Central Business District TIF area, and that it would be moving forward with entering into a purchase agreement with the owner of 1806 2nd Avenue.

V. New Business

A. Educational Partnership with Preservation Alliance of Minnesota

Associate Planner Darnell stated that the City has been in brief discussions with staff from the Preservation Alliance of Minnesota (PAM) about creating an educational partnership with the HPC. Staff from PAM shared an informational document about the education programs that they offer, which was shared with the HPC commissioners.

Associate Planner Darnell briefly described the three types of educational programs, which included the Homeowner, Community, and Professional series. Staff asked the commissioners which types of programs they think would be best suited for the City of Anoka.

Commissioner Nigh and Thurston stated that the Homeowner series may be of interest to property owners in Anoka. The commissioners stated that homeowner courses and trainings could be well attended if they include information on repairing and maintaining historic features of older homes, specifically with information on repairing plaster, glazing, hardwood floors, and windows.

Commissioner Nigh stated that the Professional education program may be of interest for real estate professionals that work in the City of Anoka. Commissioner Nigh stated that real estate professionals in this area may benefit from receiving education and training on home to sell homes in historic districts, and how to determine the value of historic homes that may be difficult to compare to other real estate in surrounding areas.

The commissioners also discussed the Community educational programs, and thought that these programs might be good opportunities to teach people outside of Anoka about the history of the city. The commissioners noted that the existing tours that the HPC has developed could be used for these types of educational programs. The commissioners asked staff to find out whether PAM would host and organize these events.

Associate Planner Darnell stated that he would share these ideas and thoughts with staff from PAM, and that he was awaiting contact from the PAM's Education Coordinator to discuss the partnership with the HPC in more detail.

B. Finalize 2015 Accomplishments & 2016 Goals

Associate Planner Darnell introduced the draft 2015 accomplishments and 2016 goals and asked for feedback from the HPC.

Commissioner Thurston stated that the Home and Garden Tour proceeds could be changed.

Commissioner Nigh suggested that the accomplishment related to the creation of historic park plaques be adjusted to account for the fact that all of the information for the plaques was compiled and forwarded on to the Park Board.

The commissioners also discussed and suggested to adjust the accomplishment related to the National Register Interpretive Historical Markets to account for the fact that the markers had been finalized and that the production process had begun.

Associate Planner Darnell stated that the list of 2016 goals was very similar to the list of goals from 2015, as many of the 2015 goals had not been fully completed. The HPC discussed the goals and decided to keep many of them the same in 2016, due to the fact that there was some staff turnover and difficulty in closing out some of the projects that had been ongoing in previous years. One new goal was added to the list

December 8, 2015

at the November meeting, which was to investigate whether the Halloween witch medallions that were once set in the sidewalk at the four corners of the intersection of 2nd Avenue and Main Street could be restored and preserved.

Commissioner Nigh suggested that staff update the list of accomplishments and goals, and bring the list back to the HPC in January for final approval.

VI. **Committee Reports**

A. **Sandwich Board Committee**

Commissioner Hansen stated that the committee had not met and there was no update.

B. **Home and Garden Tour Committee**

Commissioners Thurston stated that the committee had not met and had no update.

C. **Tourism Committee**

Commissioners Rahn stated that the committee had not met and had no update.

D. **Historic Vignette Committee**

Chair Ward was not present, so there was no update on the Historic Vignette Committee.

VII. **Miscellaneous**

Next meeting: January 12, 2015 at 5:00 PM.

The commissioners suggested a few topics for future agenda items, which included Poetry Rock, historic district signs, and an update on the Stone House.

VIII. **Adjournment**

MOTION TO ADJOURN BY RAHN AND SECONDED BY THURSTON. MEETING ADJOURNED AT 6:10 PM. MOTION CARRIED 4-0.

STAFF REPORT



BACKGROUND

Each year the Heritage Preservation Commission adopts their previous year's top five accomplishments and top five goals for the coming year. Included in the packet is a list of 2015 Accomplishments and 2016 Goals. The HPC discussed these accomplishments and goals at the December 8, 2015 meeting, and suggested that the list of accomplishments and goals be finalized and brought forward for approval at the January 13, 2016 meeting.

The final list of accomplishments and goals will get forwarded to the City Council for review at a City Council work session meeting in February 2016.

ACTION

Approve the Heritage Preservation Commission's 2015 Accomplishments and 2016 Goals.

Chuck Darnell
Associate Planner



2015 HPC Accomplishments

1. Continued relationship with Anoka County Historical Society to partner in the Home and Garden Tour and raised funds from the event to be used on HPC projects.
2. Presented sandwich board signs recognizing eight historic houses in Anoka.
3. Compiled information to create historic park plaques for three parks named after local individuals key to the history of Anoka—Rudy Johnson Park, George Green Park, and John Ward Park – and forwarded the information on to the Parks & Recreation Board.
4. Finalized and produced the nine National Register Interpretive Historic Markers, funded by a \$10,000 grant from Minnesota Historical Society.
5. Supported preservation projects in the City of Anoka—Restoration of the commercial building at 2015 2nd Avenue; Preservation of historic features in the Main Motor building at 435 West Main Street; and, Preservation, relocation, and restoration of a historic home, which is now located at 314 Monroe Street.

2016 HPC Goals

1. Complete storyboards for Franklin and Washington School and collaborate with the Park Board to create historic park plaques in Bob Ehlen Park, Bonnell Fields, and Gray Ghost Park. Complete, install, and raise awareness of interpretive historic markers for properties on the National Register of Historic Places.
2. Work on continuation of Historic Vignettes, heritage preservation awards, sandwich boards, Home & Garden Tour, and preservation projects including the Weirs and Stone House.
3. Explore opportunities to increase tourism with historic landmarks ie. create a walking tour brochure, develop QR codes, participate in historical games like Ingress.
4. Engage interested property owners who want to be part of the expansion of two locally designated historic districts in Anoka—Van Buren (Swede Town) and Christian Hill Historic District.
5. Investigate whether the Halloween witch medallions that were once set in sidewalk at the four corners of the intersection of 2nd Avenue and Main Street can be restored and preserved.

STAFF REPORT



OLD BUSINESS

2015 Historic Preservation Award Certificates

Staff will present the certificates that were produced and will be provided for the recipients of the 2015 Historic Preservation Awards. The certificates have been signed by the Mayor, and staff will request that Chair Ward sign the certificates at the January 13, 2016 meeting. The certificates will then be framed and sent to the recipients of the awards.

Franklin Elementary School Plaque (update)

Staff will provide an update on the status of the production of the historic plaque for the Franklin School.

National Register Plaques (update)

Staff will provide an update on the progress of producing the National Register Plaques. The signs are in the production process, and some of them have been received by the City. Staff will also provide an update on the installation process.

Educational Partnership with Preservation Alliance of Minnesota (update)

Staff will provide an update on discussions that have taken place with staff from the Preservation Alliance of Minnesota about certain programs and trainings that could take place in the city.

ACTION

None.

Chuck Darnell
Associate Planner