



City of Chaska

Memorandum

To: Heritage Preservation Commission
From: Melissa Duchinsky, City Planner
Date: May 26, 2011
Subject: Minutes from May 24, 2011, HPC meeting (DRAFT)

1. Call to Order

The meeting was called to order at 7:00 pm by Chairperson Boe.

HPC members present: Debbie Boe, Mark Kalscheuer, Steve Mueller, Frank Lisa and John Varone

HPC members absent: Patricia Merker, Steve Herrmann, Joyce Bohn

Staff present: Melissa Duchinsky, City Planner

2. Adopt the Agenda

A motion was made by Commissioner Mueller, second by Commissioner Kalscheuer, to adopt the agenda.

Motion carried.

3. Approve Minutes

A motion was made by Commissioner Mueller, second by Commissioner Kalscheuer, to approve the minutes from the March 22, 2011, meeting.

Motion carried.

4. Walking Tour Booklet Draft Review

City consultant Pat Smith of MFRA presented the draft of the new historic downtown walking tour booklet. He added that he wanted to make some changes prior to the final version, including adding boundaries of the National Historic District, delineating National Registry properties, adding dates of construction, adding addresses at the bottom of the pictures and highlighting 2nd Street on the map.

Commissioner Mueller asked about the finish of the final document and Mr. Smith said that while glossy is typically more durable, a matte finish tends to be easier to see outside in the sun.

Commissioner Varone asked about the reference to "Native Americans" in the booklet and said that many, including the Human Rights Commission, prefer the term "American Indian".

Commissioner Kalscheuer asked about noting locations of public bathrooms, park benches and other rest areas in order to make the tour more pleasing to the public.

Commissioner Mueller asked for clarification on the utilization of letters vs. numbers on the map.

Mr. Smith explained the usage of both descriptions while saying that the highlighting of 2nd Street on the internal map will be helpful in the explanation as well. He also advocated for removing the aerial photograph inlaid on the map in order to make it clearer and easier to read. He said he would like to increase the size of the individual pictures as well by making the map more square rather than its current rectangular shape, and that he would like to extend the map south to include the Minnesota River.

Commissioner Mueller commented that the inclusion of more contrast on the map would make it easier to read.

Chairperson Boe said that she felt that historic photographs would be nice to include though there is probably not enough room given the size of the overall booklet.

The City Planner said that staff would like to expand the base that is being created with the walking tour booklet, and that eventually this could include something like a Smart Phone application that would include several photos of each building, including how the building has looked throughout history.

The City Planner mentioned that the deadline for the grant is coming up quick and that all comments should be in to the City no later than June 1st.

5. Proposed HPC Goals & Objectives for 2011 and Beyond

Commissioner Mueller mentioned that Commissioner Bohn said previously that preservation professional Steve Mertens was tentatively scheduled to speak to the HPC during their June meeting, but this has yet to be confirmed by Commissioner Bohn.

Chairperson Boe suggested the inclusion of an HPC award program during River City Days. She also suggested setting up an HPC booth at River City Days. Commissioner Varone volunteered to coordinate this and report back to the HPC next month.

Commissioner Frank suggested that the new walking tour booklets be distributed to the Best Western hotel located downtown in order to make the booklet available for visitors.

Commissioner Mueller asked if a couple hundred booklets could be given to the HPC for River City Days and the City Planner said most certainly.

6. Other Business

a. Proposed Jonathan Historic District – Update

Chairperson Boe gave a background and history of the proposed Jonathan Historic District, including summing up her recent presentation at the Jonathan Association Board meeting in early May.

Commissioner Kalscheuer said he watched the video of the meeting and that the concern over the potential designation jumped out at him and that calming fears with information would be beneficial.

Commissioner Varone said that the HPC will be waiting to hear the decision of the Jonathan Association Board at their upcoming June meeting.

b. Burial Mounds

Chairperson Boe said that she sent an email to the State Archeologist regarding the upcoming downtown street reconstruction plans, citing that she would like to keep an eye on the street reconstruction for any sign of potential burial mounds located under existing streets. The State Archeologist responded by saying that the area has been studied over the years and that if any additional information comes to light to let him know.

Commissioner Varone paid compliment to Chairperson Boe for doing the research and contacting the State Archeologist.

c. Klein Mansion Update

Chairperson Boe mentioned that the Klein Mansion has been listed with a realtor.

d. Minor Classes of Work

Commissioner Varone asked about work being done at 301 E. 3rd Street and how that plays into the powers of the HPC.

The City Planner explained that a few years ago the HPC adopted "Minor Classes of Work", which essentially is a list of items that can be performed on the exterior of a historic resource with administrative approval, so long as the criteria in Chapter 10.5 of the Code of Ordinances (Heritage Preservation) is followed. She further stated that if a copy of this document is not already on the website that one will be placed there.

7. Adjournment

The meeting adjourned at 8:10 PM, with a motion made by Commissioner Mueller, second by Commissioner Kalscheuer.

Motion carried.