

**REGULAR MEETING**

**4:00 p.m. Wednesday, June 9, 2010  
Commission Room – City Hall**

**Minutes**

The meeting was called to order at 4:02 p.m. Members present: Dunn, McMahan, Ervin, Gansz, Nyhaug, Buhta, Woodside, Hieb, Thompson. Members absent: Kealey. Others present: Carol Mashek, Tom Killian, Ann Larson, Brent O'Neil.

**Approval of May 12, 2010 Meeting Minutes**

Review and approval of the May 12, 2010 meeting minutes were deferred, without action, to the July 14 meeting.

**Staff Updates –**

Pettigrew Heights Survey – Staff stated that a decision on the next course of action at 103 S. Prairie Ave. had not been determined since the May 31, 2010 deadline for improvements to the property had passed.

Minnesota Ave corridor study – Staff notified the board that the planning office is undertaking a study of Minnesota Ave and invited a board member to serve on the study committee. Ervin offered to serve, and Hieb offered to serve as alternate.

300 S. Main Ave façade project – Staff notified the board that 300 S. Main project also involves some site work and façade stabilization and the project applicants were wishing to work with the board on revising their budget to include façade stabilization work as an eligible expense. Staff asked for a board member to help oversee this project as it evolves. Jeff Dunn agreed to help administer this façade award.

**Update – 103 S. Prairie Ave**

It was noted that the May 31 deadline for property improvements given to the property owner at 103 S. Prairie had expired. The city's building services division was still determining the next course of action now that the deadline had passed. It was asked whether the owner had obtained any recent permits, which was unknown. McMahan

stated that if the reason to defer a securing of the home was for budget reasons, he'd offer to talk to a licensed contractor about securing the property at no cost

### **Sherman Park Centennial Celebration and Program**

It was noted that planning for the Sherman centennial continues and that the celebration date has been set as August 14. Plans include tours and stationary exhibits.

### **Completion Tasks for 2009-2010 CLG Projects**

Downtown District Brochure – Kevin Gansz volunteered to work with staff on this.  
Façade Easement Booklet – Keith Thompson volunteered to work with staff on this.

### **Discussion on Inquiry from 320 E. 21<sup>st</sup> Street**

The board discussed a request from the property owner at 320 E. 21<sup>st</sup> Street regarding the removal of aluminum siding and replacing the underlying cedar siding. The board recommended that cedar and not a cedar-composited be used on the home.

Motion by McMahan, second by Gansz, to find this project would not be an adverse effect provided the four-inch exposure was maintained and that any unique patterns of wood (bands, gables) were maintained on the project as well. Motion passed 8 yes, 0 no.

The board also discussed a request from this owner about a drainage problem resulting from the architectural design of the home. The board suggested the owner work with a contractor and then to consult the board on a design. McMahan and Woodside offered to share individual ideas with the owner.

### **Planning for 2010-2011 CLG Projects**

#### **Open Discussion**

Discussion took place on the terms of officers.

Motion by McMahan, second by Dunn, to re-nominate Sean Ervin as chair. Motion passed 8 yes, 0 no.

Motion by McMahan, second by Dunn, to re-nominate Kevin Gansz as vice chair. Motion passed 8 yes, 0 no.

#### **Adjourn**

Meeting was adjourned at 5:15 on a motion by Hieb.