Agenda

Heritage Preservation Commission City Of Edina, Minnesota Community Room, Edina City Hall

Monday, November 7, 2022 7:00 PM

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
 - A. Minutes: September 13, 2022 Heritage Preservation Commission

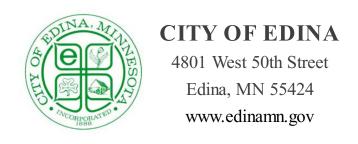
V. Community Comment

During "Community Comment," the Board/Commission will invite residents to share relevant issues or concerns. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Generally speaking, items that are elsewhere on tonight's agenda may not be addressed during Community Comment. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.

- VI. Reports/Recommendations
 - A. Century Homes Advisory Communication
- VII. Chair And Member Comments
- VIII. Staff Comments
 - A. DRAFT 2023 HPC Meeting Dates and Application Deadlines
 - B. Draft 2023 HPC Work Plan

IX. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



Date: November 7, 2022 Agenda Item #: IV.A.

Heritage Preservation Commission To: **Item Type:**

Emily Bodeker, Assistant City Planner From:

> **Item Activity:** Action

Subject: Minutes: September 13, 2022 Heritage Preservation

Commission

ACTION REQUESTED:

Approve the September 13, 2022 minutes of the Heritage Preservation Commission.

INTRODUCTION:

ATTACHMENTS:

9-13-22 HPC Minutes



Minutes City of Edina, Minnesota Heritage Preservation Commission Tuesday, September 13, 2022

I. Call to Order

Chair Schilling called the meeting to order at 7:01 p.m.

II. Roll Call

Answering roll call were Chair Schilling, Commissioners Cundy, Nymo, Hassenstab, Pollock, Lonnquist, Kmetz-Sheehy, and student members Maheshwari and Varadhan.

Staff present: HPC Staff Liaison Emily Bodeker

III. Approval of Meeting Agenda

Motion made by Commissioner Kmetz-Sheehy, seconded by Commissioner Lonnquist, to approve the meeting agenda as submitted. All voted aye. The motion carried.

IV. Approval of Meeting Minutes

Motion made by Commissioner Pollock, seconded Commissioner Hassenstab, to approve the August 11, 2022, meeting minutes. All voted aye. The motion carried.

V. Special Recognitions and Presentations

New Student Commissioner Varadhan was introduced.

VI. Community Comment: None

VII. Reports/Recommendations

A. Wooddale Bridge- Sec. 106 Review

City Engineer Chad Milner, Mark Maves, and Charlene Roise presented on the structure, condition, transportation needs, and funding of the Wooddale Bridge. Mark Maves outlined potential ideas for the replacement bridge, including replacing the corrugated arch with a concrete arch, while keeping the character defining features of the arch. Charlene Roise explained the background and steps involved in section 106 processes.

The Commission discussed the relative scale of the bridge and the nearby church grounds, why replacement is necessary as opposed to rehabilitation, and asked questions of staff relating to construction of bridge walls, geometry of the arch, and timeline.

Motion made by Commissioner Lonnquist, seconded by Commissioner Nymo, to approve that the HPC be a consulting party for the Wooddale Bridge project going forward. All voted aye. The motion carried.

B. 2023 Work Plan HPC

Initiative #1- Review Certificates of Appropriateness applications.

Initiative #2 – Recruit nominees and award and promote the 2023 Heritage Preservation Award during Preservation Month in May. Commissioners Nymo and Pollock volunteered to be co-leads on the initiative.

Initiative #3 – Based on owner interest, nominate eligible properties as Edina Heritage Landmarks and add additional properties to the eligible property list.

Initiative #4 – Create a decision tree schematic explaining what work in the Country Club District triggers a COA for use educating the HPC and homeowners. Commissioner Lonnquist and Chair Schilling volunteered to be lead on this initiative.

Initiative #5 - Utilize City's existing list of contributing and non-contributing resources in the Country Club District as an educational tool. Commissioners discussed changing the language used in the initiative title to "Utilize 2019 survey of the country club district to analyze what led to a non-contributing resource designation" to encompass the initiative better.

Initiative #6 - Review and comment on potential code changes for country club district, changes to the country club plan of treatment and potential escrow fee.

Initiative #7 – Prepare all elements needed for a successful Century Homes program to launch in January 2024. Commissioners Hassenstab, Lonnquist, and Student Commissioner Maheshwari are co-leads for this initiative.

The Commission discussed deliverables and language of each initiative. The Commission decided to remove initiative #5 and identified leads for initiatives on the 2023 Work Plan.

Motion made by Commissioner Lonnquist?, seconded by Commissioner Nymo?, to approve draft 2023 Work Plan with initiative #5 removed and leads identified. All voted aye. The motion carried.

VIII. Chair and Member Comments:

Chair Schilling and Commissioner Nymo are traveling to Duluth tomorrow to the Preserve Minnesota Conference.

Commissioner Nymo?? announced Homes by Architects Tours is this weekend. Docomomo has a shopping mall themed home tour on October 8th which will include houses in Commissioner Nymo's?? neighborhood.

Commissioner Hassenstab wants to explore the opportunity to save the Wooddale Bridge and investigate other options besides demolition.

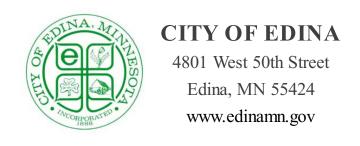
IX. Staff Comments:

Liaison Bodeker explained to the HPC that the advisory communication will be on the September 20th City Council agenda. Liaison Bodeker also updated that the applicant has appealed the COA decision on the Arden project and it will be on the October 6th City Council agenda.

X. Adjournment

Motion made by Commissioner Pollock, seconded by Hassenstab, to adjourn the meeting at 9:07 pm. All voted aye. The motion carried.

Respectfully submitted, Emily Bodeker



Date: November 7, 2022 **Agenda Item #**: VI.A.

To: Heritage Preservation Commission Item Type:

Report and Recommendation

From: Emily Bodeker, Assistant City Planner

Item Activity:

Subject: Century Homes Advisory Communication Action

ACTION REQUESTED:

Approve the advisory communication to the city council on the 2022 century homes work plan item.

INTRODUCTION:

Commissioners Lonnquist and Maheshwari presented the century homes information to city council on Thursday, October 6th. The Heritage Preservation Commission needs to approve the "official" communication to city council. Once approved, the advisory communication will go on the consent agenda of a future city council meeting.

ATTACHMENTS:

Century Homes Advisory Communication

ADVISORY COMMUNICATION



Date: November 7, 2022

To: City Council

From: Heritage Preservation Commission

Subject: Heritage Preservation Commission Advisory

Communication

Situation:

The HPC has completed the following 2022 work plan item:

Initiative Title: Explore the development of a century home program in Edina based on programs in other cities; define the resources needed to manage a potential program in the future.

Deliverable: Information and a recommendation for a future century home program in Edina.

Background:

A Commissioner learned about Century Home Programs while attending a State Preservation Conference in St. Cloud in 2019. The model presented is utilized in various forms nationwide:

- owners of properties that are at least 100 years old prepare a very brief report sharing what they know of their home's history,
- they submit the form to city staff, HPC, Historical Commission or combination thereof, along with payment to cover the expense of a plaque they will receive to display,
- communities utilize and celebrate the history of these homes in various ways.

While the workflow was designed so that a potential Edina Century Homes program could be ready to launch in 2024, concurrent with the centennial of the Country Club District, the program is intentionally a means to spotlight heritage resources in other areas of the city.

Assessment:

The subcommittee researched models from seven Minnesota communities and developed the attached presentation. A Century Home Program would require very modest staff work or city expense, yet provide numerous opportunities to achieve the City's stated preservation goals. The HPC enthusiastically responded to the presentation and offered detailed feedback.

Two notable updates to the Opportunity Statement, listed fully in the presentation's appendix:

- Community Connection: In late August we received this enthusiastic response from Molly McIntosh, Executive Director of the Edina Historical Society, "our board is very motivated to help out, myself included!" EHS-HPC collaboration is a stated goal of the Comprehensive Plan. One board member is eager to lead Century Home walking tours.
- 2. Environmental Impact: Each commission has been asked to consider a 2023 work plan item that advances the city's climate agenda. Despite conventional wisdom, the oldest building is often the greenest, when the full carbon impact of materials, demolition, and new construction are considered along with the carbon impact of building operations.

ADVISORY COMMUNICATION

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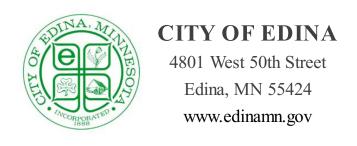


Next Steps:

The HPC will be proposing the following work plan item for 2023:

Initiative Title: Finalize and approve all
elements and expenses of a Century Home
recognition program to launch in 2024, in
collaboration with the Edina Historical
Society.

Deliverables: Text and design for web page, plaque, applications materials, community outreach flier, and project management guidelines. Create and approve associated budget.



Date: November 7, 2022 **Agenda Item #**: VIII.A.

To: Heritage Preservation Commission Item Type:

Other

From: Emily Bodeker, Assistant City Planner

FT 2023 HPC Meeting Dates and Application Information

Subject: DRAFT 2023 HPC Meeting Dates and Application Deadlines

ACTION REQUESTED:

None, FYI.

A motion needs to be approved if the HPC chooses to change the times of the regular HPC meeting.

INTRODUCTION:

ATTACHMENTS:

Draft HPC Meeting Dates and Deadlines

Heritage Preservation Commission Meeting Schedule and Application Deadlines 2023

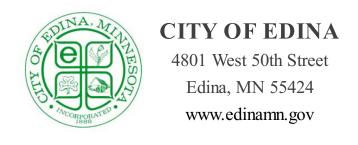


The regular meeting of the HPC is on the 2nd Tuesday of the month at 7:00p.m.

COA Applications are due 30 days prior to the meeting date

Meeting Month	Application Deadline	Meeting Date
January	December 9, 2022	9 th
February	January 13 th	13 th
March	February 14 th	14 th
April	March II th	th
May*	April 9 th	9 th
June	May 13 th	13 th
July	June II th	I I th
August	July 8 th	8 th
September	August 12 th	12 th
October	September 10 th	10 th
November	October 13 th	13 th
December	November 12 th	12 th
January	December 9 ^{th,} 2023	January 9, 2024

*Preservation Month



Date: November 7, 2022 **Agenda Item #**: VIII.B.

To: Heritage Preservation Commission Item Type:

Other

From: Emily Bodeker, Assistant City Planner

Item Activity:

Subject: Draft 2023 HPC Work Plan Information

ACTION REQUESTED:

None.

INTRODUCTION:

Attached is the draft HPC work plan that was presented to City Council on 11/1/22.

ATTACHMENTS:

Draft 2023 HPC Work Plan



Commission: Heritage Preservation Commission 2023 Annual Work Plan Proposal - DRAFT

Initiative #1	Initiative Type □ Project ☒ Ongoing / Annual □ Event	Event		
	Council Charge ☐ 1 (Study & Report) ☐ 2 (Review & Comment) ☐ 3 (Review & Recommend) ☒ 4 (Review & Decide)	r & Comment) 🛚 3 (Review & Recomr	mend) 🛭 4 (Review & Do	ecide)
Initiative Title		Deliverable	Leads N/A	Target
Review Certi	Review Certificates of Appropriateness applications	COAs	All Commission	Completion Date
			All COITIIIISSIOII	Ongoing
Budget Require	Budget Required: (Completed by staff) Are there funds available for this p	ole for this project? If there are not funds available, explain the impact of Council approving this	explain the impact of Counc	il approving this
initiative.				
No additional f	No additional funds required. Preservation Consultant funding comes fro	g comes from the Planning Department budget.		
Staff Support F	Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?	t by the staff liaison? Communications / n	narketing support?	
Pre-Application	Pre-Application meeting with staff liaison and application review time/report from Staff Liaison, Consultant Vogel and Building Official Fisher if necessary.	eport from Staff Liaison, Consultant Vog	gel and Building Official Fish	ier if necessary.
Staff time is de	Staff time is dependent on how many applications/preapplication meeting requests are received.	ing requests are received.		
Liaison Comme	Liaison Comments: Processing COAs is an ongoing item.			
City Manager C	City Manager Comments: No changes. Council Charge 4.			
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

Initiative # 2	Initiative Type ☐ Project ☒ Ongoing / Annual ☐ Event	Event		
	Council Charge □ 1 (Study & Report) □ 2 (Review	2 (Review & Comment) \square 3 (Review & Recommend) \boxtimes 4 (Review & Decide)	mend) 🛭 4 (Review & Do	scide)
Initiative Title Recruit nomi Preservation .	iative Title Recruit nominees and award and promote the 2023 Heritage Preservation Award during Preservation Month in May	Deliverable Award the 2023 Heritage Award	Leads Nymo & Pollock Sub-Committee	Target Completion Date May
Budget Require initiative.	Budget Required: (Completed by staff) Are there funds available for this project? If t initiative. No additional funds required. Money for plaque comes from the Planning budget.	ble for this project? If there are not funds available, explain the impact of Council approving this the Planning budget.	explain the impact of Counc	il approving this
Staff Support F Public outreacl Liaison Comme	Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public outreach: make the online nomination form live on the website, press release, social media posts. Article on winner after aw Liaison Comments: The HPC will continue to award the Heritage Preservation Award during Preservation Month.	is of support by the staffliaison? Communications / marketing support? e website, press release, social media posts. Article on winner after award is given. age Preservation Award during Preservation Month.	narketing support? on winner after award is g n.	iven.
City Manager C	City Manager Comments: No changes. Council charge 4.			
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

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Initiative # 3	Initiative Type □ Project ☒ Ongoing / Annual □ Event	Event		
	Council Charge ☐ 1 (Study & Report) ☐ 2 (Review & Comment) 図 3 (Review & Recommend) ☐ 4 (Review & Decide)	/ & Comment) 🛭 3 (Review & Recomr	mend) 🛚 4 (Review & Do	ecide)
Initiative Title		Deliverable	Leads N/A	Target
Based on ow Landmarks c	Based on owner interest, nominate eligible properties as Edina Heritage Landmarks and add additional properties to the eligible property list.	 Add to eligible property list Designate additional Edina Heritage Landmark properties 	All Commission	Completion Date Ongoing
	3 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -			
Budget Require initiative.	Βυαβετ κεquireα: (Completed by staπ) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.	project ? It tnere are not funds available, e	explain the impact of Counc	ill approving tnis
No additional f	No additional funds required. Consultant fees come from Planning Department budget.	artment budget.		
Staff Support F Public Outreac	Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public Outreach/Social Media posts if additional properties are designated as Edina Heritage Landmarks. Creation of new webpage if new landmark property	of support by the staff liaison? Communications / marketing support? edesignated as Edina Heritage Landmarks. Creation of new webpage	narketing support? on ofnew webpage if new	andmark property
is designated.				
Liaison Comme	Liaison Comments: This item is ongoing and continues based on owner interest.	interest.		
City Manager C	City Manager Comments: No changes. Council charge 3.			
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

Initiative # 4	Initiative Type Project Ongoing / Annual Event	event		
	Council Charge	& Comment) 🛚 3 (Review & Recomi	mend) 🛭 4 (Review & De	cide)
Initiative Title	0	Deliverable	Leads	Target
Create a de Club Districa	Create a decision tree schematic explaining what work in the Country D. Club District triggers a COA for use educating the HPC and homeowners.	Decision tree schematic explaining process.	Schilling, Lonnquist and Kmetz-Sheehy	Completion Date By end of 2023
	i/	Visual can be used in public education. Sub-Committee	Sub-Committee	
Budget Requir initiative.	Budget Required: (Completed by staff) Are there funds available for this proinitiative.	ble for this project? If there are not funds available, explain the impact of Council approving this	explain the impact of Counc	l approving this
Staff Support Graphic design	Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Graphic design to help with decision tree schematic design and add it to the city's website.	by the staff liaison? Communications / r :he city's website.	marketing support?	
Liaison Comme it is not.	Liaison Comments: Staffis supportive of this initiative. This is a tool that can be used as staff and the public on when a COA is required for a project and when it is not.	can be used as staff and the public on v	when a COA is required for a	project and when
City Manager (City Manager Comments: Swap initiative #4 and #5 to identify the order of work. The commission will need to complete the review of potential code changes, changes to the Plan of Treatment and potential escrow fee before they create the decision tree schematic. Council charge 4.	work. The commission will need to com ate the decision tree schematic. Council	nplete the review of potenti I charge 4.	al code changes,
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

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Initiative # 5	Initiative Type Project □ Ongoing / Annual □ Event	Event		
	Council Charge □ 1 (Study & Report) 図 2 (Review	2 (Review & Comment) 🛚 3 (Review & Recommend) 🗖 4 (Review & Decide)	mend) 🛚 4 (Review & Do	ecide)
Initiative Title		Deliverable	Leads N/A	Target
Review and a	Review and comment on botential code changes, changes to the country	Comments on code drafts. plan of		Completion Date
dub plan of	dub plan of treatment and potential escrow fee.	treatment changes and potential	All Commission	By end of 2023
		escrowfee		
Budget Requir	Budget Required: (Completed by staff) Are there funds available for this	le for this project? If there are not funds available, explain the impact of Council approving this	explain the impact of Counc	il approving this
initiative.				
No additional	No additional funding required.			
Staff Support I Planning staff v	Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Planning staff will draft code and potential plan of treatment changes.	t by the staff liaison? Communications / r	marketing support?	
Liaison Comme	Liaison Comments: Staffis supportive of this initiative. Staffis currently	currently working on drafts of each item.		
City Manager (City Manager Comments: See comments under proposed initiative #4. Commission should use a sub-committee for this work and identify leads. Council charge	ommission should use a sub-committee fo	or this work and identify lea	ds. Council charge
3.				
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

Parking Lot: (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)

-2022 archeology work plan items

Added to the parking lot by staff. This item was discussed but ultimately removed by the HPC.

- Utilize the city's existing list of contributing and non-contributing resources in the Country Club District as an education tool.
- -Improve decision-making using a review of homes in the Country Club District built during 1924-1944 that are no longer contributing heritage resources due to excessive or inappropriate changes.