

# HASTINGS HERITAGE PRESERVATION COMMISSION

## Minutes of the Meeting of March 20, 2018

Held at 7:18 p.m. at City Hall

- I. Quorum:** Amy Martin, Goderstad, Simacek, Smith, Sovik-Siemens, Ian Martin, Hauk and Ragan-Scully  
**Absent:** Ussatis  
**Staff:** Justin Fortney, City Planner

Chair Amy Martin called the meeting to order at 7:00 pm.

- II. Add item to the agenda: Request for approval of window signs – 223 Sibley St – Jill Ragan Scully**

**Motion by Simacek for approval, seconded by Ian Martin; motion approved 8-0.**

- III. Minutes: February 20, 2018**

**Motion by Goderstad for approval, seconded by Simacek; motion approved 8-0.**

- IV. Information and Reports**

**A. 223 Sibley St – New window signs**

Fortney presented the proposal to add a couple of items to the present window signage. He added that our Guidelines do not mention window signage specifically. He said over the years some have been added to the windows without approval but have usually been minor and included hours of operation and the like. There have been a few business recently that have used the windows for their sole signage. These applications have mostly been where the sign band area of the building has been taken up by historic building signage that the building owner has wanted to retain. Fortney said he will look for examples of window sign guideline examples for the Commission to review.

Commissioner Smith asked if the window signage was on the inside of the glass would they need to receive approval. Fortney said they would not need HPC approval because only exterior changes require HPC approval. He added that the window signs are almost always on the outside because they are very difficult to read in most situations on the inside due to lighting and glare.

**Motion by Ian Martin for approval as presented, seconded by Sovik-Siemens; motion approved 7-0-1 (Ragan Scully Abstained).**

- V. Business**

**A. Form a Preservation Awards Committee**

Commissioner Sovik-Siemens provided some background information on the yearly Preservation Awards.

**Motion by Ragan Scully to form a committee of Sovik-Siemens, Ragan Scully, Amy Martin, and Hauk on March 31, 2018 at 2:00 p.m., seconded by Simacek; motion approved 8-0.**

**B. Discuss a Spring Preservation Mailing to Property Owners**

Fortney provided an update of the past spring mailings.

Commissioner Sovik-Siemens said she believes it is a good idea to include the district map again because it is the most important and informative picture/ map we have and most recipients likely do not still have the past ones.

Commissioner Smith said he likes the positive nature of the postcard, but thought it would be even nicer to begin with “Thank you, please remember”...

**Motion by Goderstad approve the mailing as discussed, seconded by Simacek; motion approved 8-0.**

**C. Discuss 2018 HPC Goals**

Fortney presented the HPC’s past goals and asked the Commission if they had any ideas for 2018 goals.

Commissioners discussed a partnership with Hastings Community Education for a course in historic property research or wood window restoration. They also discussed a historic bus or walking tour based on one of the Preservation Conference tours, which could be made available to the public. Commissioners discussed their busy schedules and the need to find people to plan and run these possibilities.

Commissioners discussed the possibility for another designation study, as it has been 10-years since one was completed. Fortney said we will need to plan in advance for a study to acquire a grant to hire a required professional to perform the research. Fortney added he will look into the grant schedule.

Commissioners discussed a new addition to the Hastings Historic Handbook. Fortney explained the problems with recreating the existing issue and the fact that most interested people already own it. Fortney added that a group had started to meet about five years ago with the purpose of a second edition, but disbanded due to time constraints of such a large project. The commissioners discussed having similar issues.

**Motion by Amy Martin, second by Smith for staff to look into grant timing for a future designation study, placing a digital version of the Hastings Historic Handbook on the City’s website, and compiling the current Design Guidelines into one digital file ; motion approved 8-0.**

**VI. Adjourn.**

**Motion by Goderstad, second by Simacek to adjourn the meeting at 8:25pm; motion approved 8-0.**

Respectfully Submitted  
Justin fortney