

# HISTORIC PRESERVATION COMMITTEE Minutes

## May 10, 2023 Regular Meeting



The meeting was called to order by Chair Tim Meyer at 5:30 p.m. on May 10, 2023 in Government Center Room 270.

### 1 ROLL CALL

**PRESENT:** Tim Meyer, Katheen Laakso, Matt Osterlund, Brian Finstad

**VIRTUAL:** None

**ABSENT:** Tom Wondolkowski

**CITY STAFF PRESENT:** Jeff Skrenes

**OTHERS PRESENT:** Garner Moffat (in-person), Shelly Nelson

### 2 APPROVAL OF MINUTES

#### 2.1 Regular Meeting minutes, March 8, 2023

**MOTION to approve minutes made by Member Matt Osterlund, seconded by Member Kathleen Laakso, carried unanimously.**

### 3 OLD BUSINESS

### 4 NEW BUSINESS

4.1 The Mayor has requested a special meeting of the HPC to discuss a feasibility study of the Princess Theater project. A special meeting date and time was set for Monday, May 15, 2023 at 2:00 p.m. in room 270, pending confirmation from the mayor's office.

4.2 Housing Planner/Coordinator Skrenes presented proposed changes to city code regarding historic preservation. Proposed changes came from community members, committee members, city staff, and the Wisconsin State Historical Preservation Office. Committee members agreed to discuss and vote on proposed changes, and send those proposals to the Planning Commission once the entire slate of changes has been finalized.

4.2.1 **MOTION to change "committee" to "commission" throughout Article III. – Historic Preservation, made by Member Matt Osterlund and seconded by Member Kathleen Laakso, carried unanimously.**

4.2.2 **MOTION to change language regarding display of plaques and signs from "shall" to "may" or other language deemed appropriate by staff to convey that plaques or signs are voluntary, made by Member Brian Finstad, seconded by Member Kathleen Laakso, carried unanimously.**

4.2.3 **MOTION to change the number of Historic Preservation Committee members in Section 98-87 from five to seven, and state that at least one member shall be a member of the City of Superior Planning Commission and/or City of Superior Common Council, made by Member Brian Finstad, seconded by Member Kathleen Laakso, carried unanimously.**

- 4.2.4 ***MOTION to strike language in 98-88 “Powers and duties” (1) on the grounds that such language is already in effect under 98.89(a), made by Member Matt Osterlund, seconded by Member Brian Finstad, carried unanimously.***
- 4.2.5 ***MOTION to strike language in 98-88 “Powers and duties” (2), made by Member Brian Finstad, seconded by Member Matt Osterlund, carried unanimously.***
- 4.2.6 ***MOTION to strike language in 98-88 “Powers and duties” (6) and replace with the following language as recommended by the Wisconsin State Historical Preservation Office, “To review proposals for external alterations to properties designated under the provisions of this ordinance and either issue or deny a Certificate of Appropriateness for such proposals,” made by Member Kathleen Laakso, seconded by Member Brian Finstad, carried unanimously.***
- 4.2.7 ***MOTION to add the following language under 98-86 (b) “Definitions” “Historic Preservation Officer means a person designated to represent the City on matters related to the Historic Preservation Commission and designated properties. This person, designated by the mayor, and approved by the council shall have knowledge of relevant state statutes and work with the state and city employees as well as the public, to advocate on behalf of historic sites and structures. This person shall be the contact person for the Wisconsin Historical Society and shall be responsible for filing meeting notices, minutes, and the annual report with the state as required to maintain Certified Local Government Status,” made by Member Matt Osterlund, seconded by Member Brian Finstad, carried unanimously.***
- 4.2.8 Members and staff agreed to get more information on policies regarding fundraising under Sec. 98-88 Powers and Duties, as well as required maintenance to avoid “demolition by neglect,” and clarification on best practices for the Certificate of Approval status. These will be among the priorities for the upcoming June meeting.

## **5 RECURRING BUSINESS**

## **6 ADJOURNMENT**

***MOTION to adjourn at 6:35 p.m. made by Member Kathleen Laakso, seconded by Member Matt Osterlund, carried.***

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*Respectfully submitted by Jeff Skrenes.*