

Decorah Historic Preservation Commission
Minutes of Feb. 10, 2020 Meeting (FINAL)

1. **Roll call.** The meeting was called to order at 4:33 p.m. Present were chair Mark Muggli, Hayley Jackson, Diane Scholl, Steve Kelsay, Lois Humpal and Judy van der Linden. Adrienne Coffeen was absent. Decorah resident Janelle Pavlovec also attended.
2. **Review and approval of Minutes from January 13, 2020, distributed by Commission secretary Judy van der Linden.** Minutes were approved as written.
3. **Update on September 9, 2019 request for DHPC webpage additions.** Mark reported that many of the requested additions still haven't been made.
4. **Decorah Commercial Historic District.**
 - a. **DHPC downtown signage (DHPC proposal to Street Committee submitted Spring 2018).** There has been no action on the sign proposal. Lois pointed out a street sign on Upper Broadway seemingly not in compliance with current city guidelines. *Mark will contact the city about it.*
 - i. **Proposed new Impact Coffee sign at 101 W. Water St.** Commissioners discussed the sign's size and features and DHPC's recommendation to P&Z written by Hayley and Mark. MOTION -- A motion to approve the recommendation passed.
 - ii. **Proposed new Sugar Bowl sign at 410 W. Water St.** Mark wrote DHPC's recommendation to P&Z. Main concern is the durability of the vinyl sign. MOTION -- A motion to approve the recommendation passed. *Judy will email both recommendations to P&Z and Chad Bird in time for the P&Z meeting tonight at 7.*
 - b. **Revision of Decorah ordinances Chapter 15 "Design Criteria" and permitting process for C-3 zoning district--voting on possible endorsement of latest draft.** Mark explained the changes add historic preservation language to the ordinances and give DHPC a role in approval. SHPO will need to okay the revisions in addition to P&Z and the city council. *Judy and Hayley will send Mark several typos they saw.* MOTION -- Mark made a motion to accept this draft of the document as is, except for minor edits he'll make. Motion approved.
 - c. **Re-consideration of DHPC meeting schedule.** Mark suggested meeting the last Monday of the month. Members discussed that as well as other meeting day and time possibilities, but no decision was made.
 - d. **Building design guidelines development.** Steve, Hayley and Judy are meeting to work on the guidelines document. Mark said Chad Bird volunteered the city office staff for help producing it.
 - e. **Possible submission of Bertha Mott for National Trust "1000 Places Where Women Made History" website.** Adrienne sent Mark information on Bertha Mott as a possible woman who made history in the former J. C. Penney's store building. *Diane will write up the submission.*
 - f. **Masonry education project.** Mark said DHPC can still organize a presentation on masonry if we find more building owners interested, but so far no additional owners have been identified.

5. **Broadway-Phelps Park Historic District.**
 - a. **First Lutheran Church.**
 - i. **Email contact:**<building@firstlutherandecorah.org>. Mark noted anyone can contact the church with comments on it's building.
 - ii. **Chair emails concerning parking lot and interior space and pews.** Mark sent emails to the FLC building committee twice, once about making the church parking lot more neighborhood-friendly with landscaping, fence or wall, and once about the interior arrangement of pews to mimic their historic curved configuration.
 - iii. **Chair small historic photo collection.** Mark also sent the building committee about eight historic photos of the church interior and exterior.
 - iv. **Parish education wing research.** Mark discovered that the architect for the FLC education wing was not Charles Altfillisch but the firm of Magney, Tusler and Setter. He learned that the supervising architect for the project was William Lockhart of Decorah. Mark is curious about Lockhart's relationship to CA at that time.
6. **Luther College Campus Historic District update.**
 - a. **Jan Olive Full and SHPO.** Jan spoke with SHPO in January about her Luther College historic district application and was disappointed with how picky they seemed. They want her to shorten the draft and to subdivide the period of significance for the campus into smaller time spans or epochs. Mark helped her define the time spans. After these changes, Jan is unsure when SHPO will act on her draft.
 - b. **Brandt Parsonage included on National Trust "1000 Places Where Women Made History."** Judy wrote and Mark edited and submitted a paragraph about the Brandt parsonage and Diderikke Brandt to this website.
7. **Annual CLG report due March 6--voting on a draft.** Mark will edit his report draft, including adding DHPC's new design review responsibilities as a challenge in 2020, and grouping the twelve 2020 work plan goals. MOTION -- Mark moved his draft be accepted with the edits discussed. Motion approved unanimously.
8. **Historic Tax Credit public meeting.** Mark noted the meeting is on hold until he hears from David Wadsworth.
9. **May Historic Preservation Month activities.**
 - a. **Awards and presentation.** Mark reported that both David Wadsworth and Stan Fullerton were pleased to be nominated for awards. Both agreed to do presentations about their projects at the award ceremony. Mark drafted a formal write-up of the reasons for their nominations and distributed it. DHPC members talked about possibly having the ceremony on the top floor of Impact Coffee.
10. **Charles Altfillisch project.**
 - a. **Consideration of possible properties for brochure.** Mark wrote a 4-page document listing information that might be included in a brochure. Because it was after 6 p.m., members decided to wait until next meeting to discuss it.
11. **Commissioner Reports.** MARK reminded commissioners of a Feb. 28 grant writing session at Vesterheim. Diane, Judy and Mark may attend. Mark reported that Laurie

Meinholz, owner of the Haugen building at 207 E. Water St., is considering converting the second floor of the building to an event center. He also passed around a booklet produced by "placeEconomics.com" listing 24 reasons historic preservation is important. HAYLEY reported that Luther College has formed a Land Acknowledgement Working Group to recognize native peoples of this area. She is the group's liaison.

12. Public Comment. Janelle encouraged commission members to get involved in a larger recognition of Indigenous People's month in October. One meeting is scheduled for May 2, 2020. Hayley may contact Steve Johnson of Winneshiek County Historic Preservation Commission about working with WCHPC on a project. Janelle also mentioned the accomplishments of two Steyer families in Decorah history, and said she talked about them to members of presidential candidate Tom Steyer's family when they visited Decorah.

13. Possible upcoming meeting: Monday, March 9, 2020, 4:30 p.m. Next meeting date and time were noted.

14. Adjournment. Meeting was adjourned at 6:40 p.m.