

WABASHA HERITAGE PRESERVATION COMMISSION

March 25, 2024 9:00 a.m.

AGENDA

- 1. Call to Order** *(Chair)*
- 2. Changes or Additions to Agenda** *(Open)*
- 3. Approval of minutes** *(Commission)*
 - a. Date of Minutes - February 26, 2024
- 4. Design Review-**
- 5. Possible upcoming review/request for assistance:**
 - a. Pop Up on Pembroke Ave - no application to date
- 6. Old Business/Subcommittee Work**
 - a. Main Street Update - Commissioner Flicek
 - b. Spring Letters Reminders - Discussion
- 7. New Business**
- 8. Other Business**
 - a. Downtown Construction Timeline - Discussion
 - b. **Minnesota Main Streets Conference** April 4-5 in Owatonna, MN.
- 9. Announcements**
 - a. HPC Appointment - Janet Runions has made application and is on the April 2nd, Council agenda for approval.
- 10. Next Meeting Date: April 22, 2024 (Wendy will be gone)**
- 11. Adjourn** *(Chair)*

Heritage Preservation Commission

3. a.

Meeting Date: 03/25/2024

SUBJECT:

DEPARTMENT: Administration

TITLE:

Date of Minutes - February 26, 2024

PURPOSE:

Attachments

Minutes

DRAFT

HERITAGE PRESERVATION COMMISSION MINUTES FEBRUARY 26, 2024, 9:00 a.m.

Present: Linda Mann, Commissioner; Mary Flicek, Commissioner; Emily Durand, Commissioner;
John Rivers, Commissioner

Absent: Jenny Palmen, Commissioner

1. **Call to Order**

The meeting was called to order at 9:02 a.m. by Commissioner Durand. Chair Flicek attended the meeting remotely.

2. **Changes or Additions to Agenda**

There were no changes or additions to the agenda.

3. **Approval of Minutes**

- a. Date of Minutes January 29, 2024

Motion made by Commissioner John Rivers, seconded by Commissioner Emily Durand to approve the meeting minutes as drafted.

Vote: 4 - 0 - Unanimously

4. **Design Reviews:**

- a. 113 Pembroke Ave Sign Re-Design
The proposed signage was reviewed.

Motion made by Commissioner Linda Mann, to approve the design review as presented. A roll call vote was conducted.

Vote: 4 - 0 - Unanimously

b. 119 Pembroke Ave - Signage

The signage proposal was reviewed. It was noted that staff recommends approval of the design review. The projecting sign was discussed.

Motion made by Commissioner Linda Mann, seconded by Commissioner John Rivers to approve the design review as presented. A roll call vote was conducted.

Vote: 4 - 0 - Unanimously

c. Design Review for Bike Structure Under the Bridge

The application was reviewed, and the applicant provided additional information. It was noted that the structure will be approximately 8 feet wide and 6.5 feet deep.

Motion made by Commissioner John Rivers, seconded by Commissioner Linda Mann to approve the design review as presented. A roll call vote was conducted.

Vote: 4 - 0 - Unanimously

d. New Main Street Banners - Downtown

The new banners were discussed. Chair Flicek provided additional information and reported that the banners were designed by Janet Runions. Commission members spoke in support of the re-designed banners. Wabasha's designation as a Minnesota Bird City was discussed.

Motion made by Commissioner Linda Mann, seconded by Commissioner John Rivers to approve the design review for the new banners. A roll call vote was conducted.

Vote: 4 - 0 - Unanimously

5. Possible Upcoming Review / Request for Assistance:

Potential NEC and SeptOberfest banners were discussed.

6. Old Business / Subcommittee Work

There was no old business.

7. New Business

There was no new business.

8. Other Business

There was no other business.

9. Announcements

Chair Flicek announced that Janet Runions is interested in serving on the Heritage Preservation Commission. Commissioner Rivers reported that Bill Jewson may also be interested in serving on the HPC.

10. Next Meeting Date: March 25, 2024

Commissioner Rivers reported that he will be unable to attend this meeting.

11. Adjourn

Respectfully submitted by: _____
Wendy Busch, City Clerk

Adopted Date

Heritage Preservation Commission

6. a.

Meeting Date: 03/25/2024

SUBJECT: Main Street Update - Commissioner Flicek

DEPARTMENT: Administration

TITLE:

Main Street Update - Commissioner Flicek

PURPOSE:

Final designs of Main Street Banners

Next Coffee Meet Up is May 2nd at Anderdon House- Mayor Durand & WATCH committee to speak on Housing Strategies. Flicek Insurance sponsoring .

I'll have Paul Bruh. grant information after state conference.

Dates of Main street conference in Owatonna April 3-5th. - See Below

Dates of National Main Street in Birmingham Alabama is May 5-8th.

Locals get WMS discount for State conference.

Heritage Preservation Commission

8. b.

Meeting Date: 03/25/2024

SUBJECT:

DEPARTMENT: Administration

TITLE:

Minnesota Main Streets Conference April 4-5 in Owatonna, MN.

PURPOSE:

If you're having trouble viewing this email, you can [see it online](#).



2024 Minnesota Main Streets Conference



Join us at the annual **Minnesota Main Streets Conference** April 4-5 in Owatonna, MN. The Minnesota Main Streets Conference is an opportunity for **any** community interested in revitalizing their historic downtown and business districts to obtain tools, knowledge, and resources to help their communities flourish. This conference tailors sessions for communities with historic downtowns and neighborhood districts, **regardless of** status in Minnesota Main Street programs.

WHO SHOULD ATTEND?

- City staff
- Building owners
- Planning commissioners
- Main Street staff, board and volunteers
- Anyone interested in downtown revitalization

Sessions will have information that is applicable to towns of less than 1,000 people to larger cities with historic commercial districts.

In addition to sessions and keynotes, the conference will feature a downtown streetscape tour, highlighting the work done in Owatonna's downtown to improve aesthetics and visibility.



MAIN STREET
OWATONNA

Full conference details and registration can be found at

<https://www.rethos.org/main-streets-conference>

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