

**CITY OF SAINT PETER  
HERITAGE PRESERVATION COMMISSION  
Regular Meeting Minutes – Tuesday, May 31, 2022  
Community Center – St. Peter Room**

The meeting was called to order by Chairperson Larry Potts at 5:33 pm. Commissioners Potts, Remo Alexandri, Dustin Sharstrom, and Brian Oviatt were in attendance. Commissioner Joe Metzen was absent. City staff present was City Administrator Todd Prafke. Visitor present was Tom Hagen, North Mankato.

**Approval of Agenda**

A motion was made by Oviatt, seconded by Sharstrom to approve the agenda as presented. All voting in favor, the agenda was approved.

**Approval of Minutes**

A motion was made by Oviatt, seconded by Alexandri to approve the minutes of the March 29, 2022 regular meeting. All members voting aye, the minutes were approved as presented.

**Hotel 221 (221 Park Row) John Mayer/Tim Bartelt – Relocate/Replace Door**

City Administrator Todd Prafke stated that at the March 29, 2022 Heritage Preservation Commission (HPC) regular meeting, John Mayer and Tim Bartelt, owners of Hotel 221, proposed moving and replacing an exterior door on the second floor of the north side of the building. Because the change was not included in the original application, the Commission requested Mayer and Bartelt submit a new request for approval.

A motion was made by Sharstrom, seconded by Oviatt to approve the request as presented. All members voting aye the motion carried.

**Wild Root Acupuncture**

City Administrator Todd Prafke indicated the Commission had previously approved a sign application submitted by Dr. Cami Gillette for Wild Root Acupuncture located at 429 West Mulberry Street, however Dr. Gillette has since moved her practice to 220 West Broadway Avenue and she has now requested use of the previously approved sign which would be placed on the north facade of the building.

Oviatt commented that the sign is of similar size to those that already exist on the building and stated his believe that overall sign placement on the façade should be cohesive.

A motion was made by Oviatt, seconded by Alexandri to approve the sign relocation as submitted. All members voting aye, the motion carried.

**Historic Preservation Easements-(Tom Hagen/Jessica Becker, MCHS)**

Tom Hagen of North Mankato and Jessica Becker, Director of the Nicollet County Historical Society Treaty Site, provided an overview of Preservation Façade Easements.

Hagen explained that a preservation easement deeds the façade of a structure to a 501C-3 entity that “owns” the façade and requires approval of any exterior changes requiring a building permit which then provides durable and long-term protection of historic buildings.

Hagen suggested that the logical holder of a façade easement for a significant structure would be a local historical society whose mission is to preserve and protect an area’s historic resources.

Because most historical societies are not large enough and do not have the staff or time to make accepting easements possible, Hagen proposed that façade easements and responsibilities be divided among three entities - Historical Society, Mankato Area Foundation, and the group charged with approving easements and assuring compliance.

Hagen reviewed the information contained in the meeting packet regarding the process for these types of easements. Once a request for an easement on a property is made, the following steps are taken:

- The group is to evaluate the property to determine if the property qualifies for an easement.
- If approved, the group determines an easement payment amount. *(The other two groups may weigh in on the decision)*
- An appeal by the owner of a potential denial of easement may be lodged with the three partner organizations, with a majority vote deciding the outcome.
- Once the easement is in place, the group approves or denies any requests for permits on the property that will affect the façade. *(Approval is simply a majority vote)* Denials may be appealed to a vote of the three cooperating organizations.
- At a specified interval, a cursory inspection of each property is made to be sure the easement is being maintained by whoever the current owner is. *(If any issues should arise that need to be addressed, there will be communication to the owner with a specified timeline to bring the property into easement compliance. Failure to comply would be referred to a lawyer to enforce compliance, the cost of which would be paid out of the fund held by the Mankato Area Foundation).*

Commissioner Alexandri asked what structures would qualify for a Preservation Façade Easement.

Hagen indicated that it would be up to the subcommittee to decide.

Hagen stated that while the Commission could promote the process and share their expertise to facilitate the end goal, the Heritage Preservation Commission could not be a giver or holder of an easement. The HPC can help spread the word and share their expertise to help facilitate the end goal.

The Commission expressed interest in the program and asked for additional information.

City Administrator Prafke suggested that he, Hagen and Becker meet to create a diagram that might better illustrate the goals to be met and then extend an invitation to Preservation Specialist Michael Koop of the State Historic Society Office to attend the next HPC meeting.

**Resignation** - City Administration Prafke announced Commissioner Sharon Litynski had resigned from the HPC.

**ADA Accessibility Grant** – City Administrator Prafke stated the City received 12 applications for the ADA Accessibility Grant funds with five being awarded.

There being no further business, a motion was made Oviatt, seconded by Sharstrom to adjourn. With all members voting aye, the meeting adjourned at 6:48 pm.