

City of Excelsior
Hennepin County, Minnesota

Minutes
Heritage Preservation Commission Meeting

Tuesday, April 28, 2026

1. CALL TO ORDER/ROLL CALL

Chair Caron called the meeting to order at 6:30 p.m.

Commissioners Present: Anderson, Caron, Condon, Dahlstrom, Gephart, Macpherson

Commissioners Absent: none

Also present: Community Development Director Julia Mullin; City Planner Jess Long

2. AGENDA APPROVAL

Move by Commissioner Macpherson to approve agenda. Second by Commissioner Gephart. Motion passed 6/0.

3. CONSENT AGENDA

a) HPC Minutes of March 3, 2026

Motion to approve March 3, 2026 minutes by Commissioner Gephart. Second by Commissioner Macpherson. Motion passed 6/0.

b) Resolution 2026-02 Approval of 300 Water Street Site Alteration Permit

Motion to approve Resolution 2026-02 by Commissioner Macpherson. Second by Commissioner Gephart. Motion passed 6/0.

4. CITIZENS REPORT

None

5. NEW BUSINESS

a) Resolution- 305 Water Street Site Alteration Permit- Approval of Resolution HPC 2026-03

Motion to approve Approval of Resolution HPC 2026-03 by Commissioner Macpherson. Second by Commissioner Condon. Motion passed 6/0.

b) 404 Second Street - Site Alteration Permit for new sign (HPC No.26-06)

City Planner Long presented project background.

Applicant presented: Erin Gardner.

**Motion by Commissioner Macpherson to continue application to May special meeting.
Second by Commissioner Gephart.
Motion passed 6/0.**

c) 1 Water Street Site Alteration Permit (HPC No.26-07)

City Planner Jess Long presented project background.

Applicant presented: Wade Scanlon of Aspen Landscape

**Motion by Commissioner Gephart to continue application to May special meeting.
Second by Commissioner Macpherson. Motion passed 6/0.**

d) Sign Ordinance - Amendment of Section 24 of Zoning Code

Community Development Director Mullin presented background on proposed Amendment of Section 24 of Zoning Code.

Motion by Commissioner Gephart to continue discussion of Section 24 of Zoning Code to May special meeting. Second by Commissioner Macpherson. Motion passed 6/0.

e) Mini Master Plan and Playground Concepts- The Commons

City Planner Jess Long presented project background.

Representative from consultant firm, Bolton and Menk, presented

HPC Commissioners provided verbal feedback on Mini Master Plan concept plans.

f) The Commons - New Informational Sign

Community Development Director Mullin presented background on sign selected by Parks and Recreation Commission for The Commons

HPC Commissioners provided verbal feedback for City Council. Noted questions about design of sign's legs, what items would be displayed in sign, and who on City Staff would be responsible for maintaining information within the sign. Staff will send comments to city Parks Manager.

g) Annual Meeting Topics

i. Officer Selection

Motion by Commissioner Anderson to elect Commissioner Tim Caron as Chair of Heritage Preservation Commission. Second by Commissioner Gephart. Passed 6/0.

Motion by Commissioner Gephart to elect Commissioner Mark Macpherson as Vice Chair Heritage Preservation Commission. Second by Commissioner Condon. Passed 6/0.

ii. 2026 Goals and Work Plan

Staff presented and Commissioners provided feedback.

6. UNFINISHED BUSINESS

None

7. COMMUNICATIONS AND REPORTS

- a) Next City Council Meeting- May 4, 2026
- b) Next HPC Meeting- March 26, 2026
- c) Updates:
 - a. Staff updated on 300 Water Street project.
 - b. Staff Long provided information on updated list of historic properties in Excelsior added to website.
 - c. Staff Long provided information on enforcement and Sandwich Board Sign letter mailed to Downtown business owners.
 - d. Staff Long provided update on administrative approval of Lake Effect Sign
 - e. Commissioners Gephart and Macpherson updated Commission on Oak Hill Cemetery Nomination.
 - f. Staff provided update on the enforcement and administrative approval of 252 Water Window Replacement.

8. FUTURE AGENDA ITEMS

9. ADJOURNMENT

Commissioner Macpherson moved to adjourn meeting. Second by Commissioner Anderson. Motion passed 6/0.

The meeting was concluded at 9:35 P.M.

Respectfully submitted,
Jess Long
City Planner