

Frequently Asked Questions

What is the Florence Township Heritage Preservation Commission?

The Commission is a board created by and appointed by the Florence Township Board of Supervisors to encourage the restoration, preservation, and conservation of historic properties in designated historic districts. The only designated historic district, at this time, is the Frontenac Historic District.

Who makes up the Heritage Preservation Commission (HPC)?

The Heritage Preservation Commission (HPC) consists of nine members of which seven members must reside in Florence Township and have demonstrated an interest and aptitude in historic preservation. One member shall be an officer of the Goodhue County Historical Society and the remaining member is a supervisor of the Florence Township Board.

When does the HPC meet?

The HPC meets the third Tuesday of each month at 7:00 PM at the Florence Township Hall.

What Authority does the HPC have?

The HPC is empowered by the Florence Township Board to:

- Recommend to the Town Board that buildings, lands, areas, or districts be designated for heritage preservation in the township.
- Recommend guidelines to the Town Board for utilization of property within designated historic districts.
- Recommend to the Town Board rules governing construction, alteration, protection, and perpetuation of designated properties within designated historic districts.
- Recommend to the Town Board variances within a historic district.
- Recommend to the Town Board issuance of all building permits, conditional use permits, and/or variances within a designated historic district, and to hold public hearings, thereon.
- Recommend to the Town Board issuance of public park management permits
- Manage the preservation and maintenance of public properties within the historic district per the township and county approved guidelines for each specific public property.

Can I serve on the HPC?

All residents of Florence Township with qualifications that can contribute to the historic activities of the HPC may apply to join the HPC. All HPC member terms are for three (3) years. The terms are staggered so that at least two (2) seats are reappointed yearly. There are no term limits.

Do I need a permit?

All exterior modifications to existing buildings and new construction of buildings, landscape, and fences with a cost exceeding \$1,000 must have a permit from the Florence Township Board and Goodhue County. All modifications to a public park must have a permit from the Florence Township Board. Such activity in the historic district must first be presented to the Florence Township Heritage Preservation Commission and have an approved *Design Review Application* prior to receiving consideration from the Florence Township Board. Interior modifications, heating, electrical, plumbing, etc. that do not affect the exterior of structures do not need HPC approval although, in most cases, they will require County permits and inspections.

What is the process for getting a building or park permit issued in a Historic District?

The first step is to complete a *Design Review Application* (available from the HPC web site or from a HPC member) and have the site and construction plans reviewed by the HPC at a formal HPC meeting. See a copy of the application at the end of this publication. Information reviewed must include:

Location	Relationship to pivotal or contributory buildings, Location of lot
Roof	Pitch-type, Color, Height
Siding and Trim	Type, Color
Windows	Location, Style
County and Township Zoning	Set backs, Lot size, Square footage, Flood Plain and Flood Fringe, Shore land and Bluff land, Septic System, Water System, Landscape Lighting, Fences, Signage, Relative to Adjoining Buildings
Utility Services	Power, Phone, Cable

The HPC meets the third Tuesday of the month at the Florence Town Hall. The HPC's recommendations are reviewed by the Township Supervisors at their monthly meeting (fourth Monday of the month) as they consider the issuance of a township building permit. Next, township approved plans can be presented to Goodhue County for issuance of a county building permit. Be aware of the HPC and Town Board meeting times because a month can be lost if plans are first presented to the Township Supervisors since the HPC does not meet for another 3 ½ weeks. Remember; HPC first, then Florence Township, then Goodhue County.

Can the HPC deny my building permit?

The HPC is a recommending body to the Township Supervisors. The HPC will recommend to approve the plans, approve the plans with conditions, or disapprove the plans. If a permit application for property in an historic district is presented to the Town Board before presentation to the HPC, the Township Supervisors are required by law to send a copy of such permit applications to the HPC for a recommendation. If the permit application is presented to the Town Board first, the applicant will lose a month of schedule since the HPC will not meet until the following month. If the HPC makes a recommendation of disapproval, the County Planning Commission, before approving such permit or variance, must first consider and make findings of fact regarding the following:

- In the case of alterations or additions to an existing building, whether or not such alteration or addition will materially impair the architectural or historic value of the building.
- In the case of a proposed demolition of a building, the architectural and historic value of the building, the effect of surrounding buildings, the effect of any new proposed construction on the surrounding buildings, and the economic value or usefulness of the building.
- In the case of a new building, whether or not such building will materially impair the architectural or historic value of the surrounding buildings within the historic district.

Where do I get a copy of the Goodhue County building regulations?

You may obtain a copy of the Goodhue County Zoning regulations and the Goodhue County Building Code at the Goodhue County Courthouse in Red Wing, MN or by accessing them at the web sites identified in the following section of this document.