

CITY OF ALBERT LEA
HERITAGE PRESERVATION COMMISSION

7/12/16, 5:30 pm
City Council Chambers

AGENDA

- A. CALL TO ORDER AND APPROVAL OF THE AGENDA
- B. APPROVAL OF MINUTES
 - HPC Minutes from June 13, 2016
- C. PUBLIC HEARINGS- None
- D. NEW BUSINESS
 - HP2016-007 Application for Certificate of Appropriateness for 113 Newton Ave S (Knudson Building) Façade design review.
- E. OLD BUSINESS
 - HP2016-006 Continuation of discussion regarding 146 West William Street- outdoor bar & patio, Nasty Habit (was recessed at the last meeting).
- F. COMMISSIONER COMMUNICATIONS
- G. STAFF COMMUNICATIONS
- H. ADJOURNMENT

MINUTES of June 13, 2016
Heritage Preservation Commission
City of Albert Lea

Call to order 6:14 p.m. by Chairman Brad Kirchner

MEMBERS PRESENT

Brad Kirchner (Chair)
Tom Larson (Vice Chair)
Tami Staker
Larry Fisher
Lester Anderson
Charles Newell
Robert Hoffman

MEMBERS ABSENT

Larry Baker (Ex Officio)

STAFF PRESENT:

Molly Patterson-Lundgren, WSB City Planner
Jennifer Nelson, Office Assistant

OTHERS PRESENT:

Michael Koop, Heritage Preservation Department
Alex Johnston, Edward Jones, 126 S Washington Ave
Bob Graham, 1336 Crestview Rd

APPROVAL OF AGENDA

A motion was made by Tom Larson to approve the agenda and seconded by Tami Staker. The agenda was approved unanimously on a voice vote.

TRAINING SESSION

Michael Koop, Certified Local Government Coordinator, Heritage Preservation Department Minnesota Historical Society presented roles of Federal, State and Local Government and what it means for a City to have CLG status.

The last time the Downtown Historic District property inventory was reviewed and updated was 1984 which includes 91 buildings. It would be beneficial conduct an up to date comprehensive survey completed of all historic resources within the City. This is needed as to have a baseline of information to make good decisions moving forward.

The ordinance gives authority to designate properties. This is one of the HPC powers and duties along with the review of building permit applications for alteration or demo of designated buildings. This allows to effect change in a positive way. The purpose of Minnesota State Statute 471.193 is to authorize local governing bodies to engage in a comprehensive program of historic preservation and to

promote the use and conservation of historic properties for the education, inspiration, pleasure, and enrichment of the citizens of this state.

Public education and recognition of projects can be very effective. Having a preservation plan and historic contexts would also be helpful. The time period, prior events and attitudes of any given time will impact the property being studied.

The CLG partnership with Local and State government is important to bridge the communication with the Federal government and to allow communities to be more active in their own local histories.

Albert Lea could use Heritage Tourism to help revitalize the City by promoting its local history. Cultural heritage tourism is a branch of tourism oriented towards the cultural heritage of the location where tourism is occurring. The National Trust for Historic Preservation in the US defines heritage tourism as “traveling to experience the places, artifacts and activities that authentically represent the stories and people of the past, and heritage tourism can include cultural, historic and natural resources.” Pipestone and Eden Prairie have used Heritage Tourism.

Michael Koop stated to take a look at what Faribault is doing and to check out their website which includes information regarding a Self-Guided Podcast Tour to educate the public.

APPROVAL OF MINUTES

A motion was made by Lester Anderson to approve the minutes from April 12, 2016 and seconded by Larry Fisher. The minutes were approved unanimously on a voice vote.

A motion was made by Tom Larson and seconded by Robert Hoffman to close the meeting at 6:50 p.m. and continue it in Room 109 of City Hall to allow City Council to begin their regularly scheduled meeting at 7:00 p.m. Approved unanimously on a voice vote.

A motion was made by Tom Larson and seconded by Robert Hoffman to reconvene the meeting at 7:00 p.m. in Room 109. Approved unanimously on a voice vote.

PUBLIC HEARINGS

Staff report prepared by Molly Patterson-Lundgren, Planner WSB & Associates, Inc. become part of these minutes by reference.

PUBLIC HEARING- Application for Certificate of Appropriateness for outdoor patio bar, 146 W William St.

Brad Hegwood is proposing to develop an outdoor bar patio space in the rear of the existing Nasty Habit which is located at 146 William Street. The location would be behind the adjacent 1 story building which Brad recently purchased next to the bar.

The proposal is to construct a shed type structure of 8'x 17' which would be located up against the brick wall of the Nasty Habit facing West (Washington Ave). From this and extending west toward Washington Ave, an area of 35' x 35' would be fenced in. The proposed fence which could be removed seasonally is

proposed to be a 6' tall painted black metal bar fence. Tables would be placed in this enclosed patio area for patrons. See attached illustrations showing the intended concept.

Bob Graham joined meeting at 7:07 p.m.

Historically alleys were used for parking and used as service areas. The building located at 146 William previous use was a pack & ship office. This may have been a prior liquor store.

Brad Hegwood submitted a picture along with his application of an outdoor bar and seating area in New Trier, MN from Dan's Bar as example of what he would like to do.

Tami Staker had concerns about the fencing and bar structure being maintained. The materials should be low maintenance and be able to weather the years.

Public Hearing opened at 7:10 p.m.

Alex Johnston advised he appreciated the public hearing notice and input. Johnston is concerned this area is not an alley. This is a side street view from his office. Johnston is concerned about what type of fencing will be used as screening.

Molly Patterson-Lundgren advised the applicant is planning on the shed roof coming off the brick building and using the brick wall of the building as a back drop. The seating area would have tables and umbrellas.

Johnston advised he now has a plan view of the existing smoke shack for the last ten years and it is deteriorating and has not been maintained very well.

Brad Kirchner advised this may help and have a good outcome as it would provide screening.

Alex Johnston stated Brad Hegwood has already started digging today.

Molly Patterson-Lundgren advised this may assist in bringing up the level of appearance and provide pride in this space and will want to keep the area clean.

Tami Staker and others commented that there is broken bottles and trash in the alley quite often.

Bob Graham advised there was a previous plan that included all three buildings. Brad Hegwood has not completed this project and Graham advised this outdoor seating area should be consistent with the plan as to not cause the building to have a piece meal appearance. This project should complement the building.

There is some confusion of the group if the screening will cover the smoke shack as well. There needs to be more clarification by the applicant of materials used and where exactly this fence will be located.

There is some question if the proposed type of fencing is historic or not or if Brad Hegwood plans to include the green screening.

Boxed planters may help dress up the area. It would be nice to have someone from out of town find the area attractive and want to stop in for food and drink.

Tami Staker doesn't feel this is a food fit for downtown. Dan's bar has more of a Minneapolis feel not the Albert Lea Historic District.

Molly Patterson-Lundgren brought up how does this fit in with downtown Albert Lea.

Brad Kirchner thinks this could be a great thing and looking for a higher level materials may help Hegwood achieve his goal of attracting a broader range of customers.

Alex Johnston asked what would happen if the bar closed its doors and another tenant moves in, could this area be used as a storage shed/area?

Brad Kirchner advised maybe Hegwood not use a corrugate garage door, added the possibility of an accordion door and may have a more finished look when its closed.

Alex Johnston left the meeting at 7:45 p.m.

Public Hearing closed at 7:45 p.m.

Tami Staker asked if the zoning requires and certain materials to be used. Molly Patterson-Lundgren advised this use would bring more activity to the downtown and isn't detailed in the design guidelines.

Molly Patterson-Lundgren will have a conversation to see what he feels what weight the group has on the decision.

Molly Patterson-Lundgren advised this could be a wonderful use of the space with the use of more traditional and lower maintenance materials.

Recommendations the group came up with includes;

- Fence would be 6' high and consist of wood materials (not green treated lumber), cedar toned brown treated lumber was given as an example
- Molly Patterson-Lundgren will advise the applicant to come in with a lighting plan
- Green space with plantings would assist in softening the look and add additional screening such as greenery and flower boxes as examples
- Use of quality construction materials
- Lighting plan require HPC approval
- Use of a standing seam metal roof or asphalt shingles and not corrugated metal.
- Use of a permanent fence to provide screening for all seasons.

Molly Patterson Lundgren advised the group will want to remain consistent with past approvals, use consideration as downtown is a mixed use which includes, professional, office, cafes, restaurants bars and residential buildings. The HPC can approve with conditions.

Brad Kirchner made a motion to recommend approval whereas the proposed addition of an outdoor bar and patio as shown in the illustrations submitted as part of the application on June 2nd shows the use of materials and design elements appropriate to that specific area of the property shown (the rear alley area) meet the local adopted design guidelines and Secretary of Interior Standards and does not adversely affect the historic nature of the site or downtown historic district, The Heritage Preservation Commission approves the Certificate of Appropriateness for the bar and patio proposed in the application design dated June 2, 2016 including the above recommendations was seconded by Charles Newell. Motion approved on a 7-0 roll call vote.

NEW BUSINESS: None

OLD BUSINESS: None

COMMISSIONER COMMUNICATIONS: None

STAFF COMMUNICATIONS: None

ADJOURNMENT

A motion was made by Lester Anderson and seconded by Robert Hoffman to recess the meeting at 8:17 p.m. and will be reopened at the next meeting. Motion approved unanimously on a voice vote.

Next meeting is scheduled for July 12, 2016 at 5:30 p.m. in the City Council Chambers.

Respectfully submitted,

Molly Patterson-Lundgren, City Planner

Approved:

Heritage Preservation Vice Chair
Brad Kirchner

Memorandum

To: *Heritage Preservation Commission
Chad Adams, City Manager*

From: *Molly Patterson-Lundgren, Planner
WSB & Associates, Inc.*

Date: *July 12th 2016*

Re: *Request for approval of façade rehabilitation 117 South Newton*

Background & Proposal

Lanier Pratt and Matt Benda are applying for funding through the Broadway Ridge Grant and for a certification of appropriateness for their proposed project at 117 (including 113-115) South Newton, current known as the “Knutson Building”. The National Register nomination form indicates that this building was built in sections. The two southern bays were built first between 1899 and 1905 and the North third bay, built between 1910 and 1918.



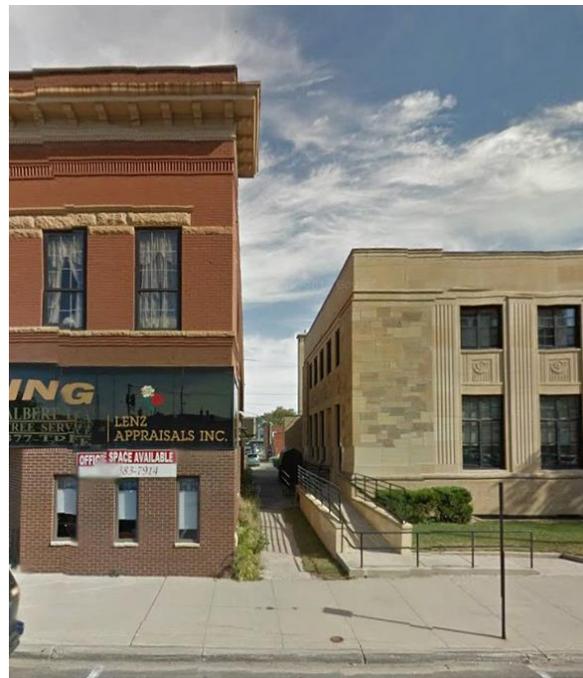
Photo captured on Google Maps, view is looking east at the building from the west

Historically inappropriate remodeling has occurred on the front façade with the southernmost storefront having been filled in with modern brick and three narrow inoperable windows. The remaining storefront façade is comprised of dark grey aluminum framed vertical orientated windows and a visually heavy black glass panel system covering the transom window area which was historically present. After some initial discovery through removal of parts of this glass, it was found that the earlier transom window openings are still present (there is framing evidence showing where the windows were located).

The applicants propose to remove the glass panels covering the transom area and insert new windows there. These new transom windows would sit on top of a metal horizontal beam. They also propose to remove the modern brick infill in the southern section and insert new windows there. These new windows would match the existing windows already present in the northern and middle sections of the façade.

Additionally, the proposed design of the storefronts southern edge (the southwest corner of the building adjacent to the front and side alley sidewalks) is proposed to be replaced with a metal vertical beam (similar in scale to the one between the storefront and transom windows). The existing building edge at this location is not original. This part of the storefront was filled in with the modern bricks as mentioned earlier. The application indicates that a mobile library (“little library”) will be placed here and the applicant further proposes to create a “pocket park” within this pedestrian space. (See attached concepts submitted with application)

Signage and lighting is shown in the proposed design and this should be clarified with the applicant as to whether this is conceptual or specific at this time.



Analysis

The removal of the glass panels and insert of new transom windows spanning the entire facade and new storefront windows on the south end of the building will greatly help to re-establish the original scale and relationship between the significant façade features. These features include the original brick walls and the storefront openings. The upper story retains much of the original features including the building cornice, patterned brick bands and stone window hoods. The window openings remain unaltered in their historic placement although new window inserts replaced previous windows at some point in time. These existing historic features of the building (all located on the second story) will be retained. The Northern edge of the façade provides the structural boundary of the storefront opening. This is also a significant feature of the building establishing the framework of the scale and arrangement of building structure to openings. It is historic (likely original) and warrants preservation which is proposed here. The corresponding south edge of the building is not original A vertical metal beam is proposed to replace the more modern brick infill in this area. Staff suggests that the commission review the Secretary of

Interior Standards & guidelines for storefront rehabilitation (attached) and discuss whether this proposed feature is historically appropriate in this situation.

The design illustrations show some initial ideas for signage but, as indicated in the cover letter, these are only concepts at this time. The applicant is looking for feedback on these concepts and the commission may choose to “pre-approve” these or require that the applicants return when the final signage is proposed. Also, lighting is shown. The decorative “goose neck” lights are proposed to align with the more prominent window mullions (vertical members) and be attached to the horizontal metal beam which spans the entire storefront. Additionally, back lighting behind this beam would illuminate signage and entrances.

Staff Recommendation:

Staff recommends approval of the proposal with the caveat that the commission discusses and determines the appropriateness of the proposed treatment/design of southern edge of the storefront. Some conditions which might be considered include:

1. Regarding Pocket Park - Any work taking place on the site will occur on the applicant’s property or with permission of the neighboring property owner. (Any approval of this by the HPC does not constitute an approval by the City of work that is located outside of the applicants property)
2. Proposed signage is approved with the condition that all signs receive City sign permits prior to installation and that final signs shall meet all sign area, location, and size and other requirements of the City zoning standards

Potential Motion:

Whereas the proposed storefront rehabilitation for 113-115/117 South Newton as detailed in the application packet received by the City Jun 2nd 2016 substantially meets local adopted design guidelines and Secretary of Interior Standards and does not adversely affect the historic nature of the site or downtown historic district, The Heritage Preservation Commission approves a Certificate of Appropriateness for the proposed work including: removal of opaque glass covering transom and brick storefront infill along with replacement transom windows and storefront windows and the addition of the corner “overhang”. Further, the proposed lighting is approved as illustrated in the application. The proposed concept for signage and outdoor “pocket park area” is also approved but the following conditions apply:

1. Any work taking place on the site will occur on the applicant’s property or with permission of the neighboring property owner. Approvals by the HPC do not constitute an approval by the City of work that is located outside of the applicant’s property.
2. Proposed signage is approved with the condition that all signs receive an issued City sign permit prior to their installation and that final signs shall meet all sign area, location, and size and other requirements of the City zoning code.



COMPLETE INVESTMENTS, LLC

117 South Newton Avenue

Albert Lea, MN 56007

(507) 377-7368

June 20, 2016

Jennifer Nelson
City Inspection
City of Albert Lea
221 East Clark Street
Albert Lea, MN 56007

Dear Jennifer:

Enclosed please find our Application for the Broadway Ridge Renewal Grant.

Please note that Complete Investments, LLC has a Purchase Agreement in place to purchase the property from Main Street Property Holdings, LLC with a loan from Wells Federal Bank.

We are excited to present this concept drawing which would solidify the historical presence of this important building in the downtown area.

We are particularly pleased with the concepts presented by our architects to create a pocket park setting on the southwest corner of this property. The concept presented is intended to activate the space between the Newton Building and the Post Office. We are also in the process of designing a commodity pick-up and drop-off library for this location. This concept includes a number of features to provide shade and to encourage pedestrian use of this area.

We have also presented some initial ideas for signage, but would note that these are only concepts. We hope to get feedback from your experienced group in the final signage concepts.

Again, thanks for the opportunity to present this concept. We are thrilled to be a part of the downtown revitalization effort.

A handwritten signature in blue ink, appearing to read 'Lanier W. Pratt, III', written over a horizontal line.

Lanier W. Pratt, III
Its: President

Matthew L. Benda
Its: CFO

**BROADWAY RIDGE RENEWAL GRANT
BUILDING FAÇADE IMPROVEMENT
APPLICATION FOR GRANT ASSISTANCE
NATIONAL COMMERCIAL HISTORIC DISTRICT
ALBERT LEA, MINNESOTA**

Completion of this application is required by property owners seeking Grant funds to assist in improving building facades in the National Commercial Historic District in the City of Albert Lea. Please complete all parts of **Part I** and return it to the Community Development Office of the City of Albert Lea for review and scheduling with the Heritage Preservation Commission and City review.

PART 1

Part 1 is for a **CERTIFICATE OF APPROPRIATENESS** from the Heritage Preservation Commission (HPC). This **Part I** review is based on the attached "City of Albert Lea National Commercial Historic District Architectural Guidelines for Historic Preservation", and the provision of the items in the check list.

1. PROJECT ADDRESS

Property Location 117 South Newton Avenue, Albert Lea, Minnesota

2. APPLICANT INFORMATION

Applicant is Property Owner Contractor Architect Other _____

Applicant Name Complete Investments, LLC

Address 117 South Newton Avenue City, State, Zip Albert Lea, MN 56007

Telephone Number (507) 377-7368 Fax Number _____

E-mail Address matt@completepropertymanagers.com

3. PROPERTY OWNER INFORMATION (if different from applicant)

Property Owner Name Main Street Property Holdings, LLC

Address 117 South Newton Avenue City, State, Zip Albert Lea, MN 56007

Telephone Number (507) 377-7368 Fax Number _____

E-mail Address lanier@completepropertymanagers.com

LEGAL DESCRIPTION OF PROPERTY

See attached legal description.

4. PROJECT DESCRIPTION

Type of property Single business Multiple businesses

General Renovations/Changes Proposed

Please describe details of proposed renovation and attach to this application:

- A. You will need plans and specifications prepared by a registered architect familiar with historic preservation. These plans shall include a determination of structural stability and shall comply with building code requirements. The plans shall be consistent with the "Architectural Guidelines for Historic Preservation" established by the Heritage Preservation Commission.
- B. Bids or quotations from a minimum of two contractors.

Please use the following checklist to guide your submittal.

Application Checklist

This checklist is designed to help you put together your application package. Some of the items listed may not be required if they are not relevant to the construction or renovation you are proposing.

Site plan drawings indicating:

- Pedestrian areas, service areas and location of adjacent properties
- Primary and secondary street frontage
- Parking areas, parking access, landscape features, light pole locations and open spaces

Scaled elevation drawings showing:

- Building height and height of adjacent buildings
- Building setback
- Façade rhythm or proportion
- Existing and proposed building openings, including pedestrian entry, storefront openings and all

window openings

- Existing and proposed linear, horizontal or vertical trim
- Existing and proposed roof and upper story details
- Existing and proposed storefront and transom articulation
- Existing and proposed cornice detail and articulation
- Existing and proposed wall articulation
- Existing and proposed window details
- Location, size and types of signage

Sample materials:

- Building materials, with indication of how they will be used
- Color samples

Other information:

- Contextual sketches, if necessary
- Coordinated lighting plan
- Description of methods for cleaning, maintaining, restoring or improving existing building materials
- Color photographs of the building site (8½"x11")
- Photographs showing the original appearance of historic buildings

PART II FINANCIAL

Part II of this application is to demonstrate that the owner has the financial capacity to complete the project in a timely manner. The owner is required to pay the contractor the full amount of the contract for any completed portion of the work and to obtain contractor, mechanics, and materials lien waivers prior to submitting a requisition to the City for reimbursement of 50% of the paid invoices, up to the maximum amount specified in the Construction Award/Grant Agreement.

PROPOSED IMPROVEMENTS

Storefront improvements	\$45,000.00
Upper façade improvements	\$15,000.00
Other improvements	\$15,000.00
Estimated total cost of all improvements	\$75,000.00
Amount requested for improvements	\$37,000.00 match

Attach written contractor cost estimate and/or architectural estimate of project costs. Include photos, sketches, and design plans which illustrate all proposed work.

Proposed starting date:
September 1, 2016

Proposed completion date:
November 1, 2016

List current assessed value of project property
 \$ 212,000.00

Current taxes
 \$ 6,312.00

Are taxes paid to date?
 Yes No

Please provide certification of paid taxes.

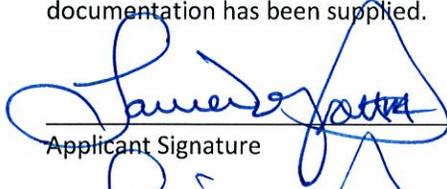
Please list the source and amount of all other funds to be provided by the applicant or other sources for 50% of the budget. A written commitment from a lending institution is required to show lending institution financing that is necessary to provide the owner share and advance payments prior to reimbursement.

<u>Source</u>	<u>Amount</u>
<u>Bank Loan - Wells Federal Bank</u>	<u>\$37,000.00</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

SIGNATURES

I HEREBY CERTIFY that I have read, examined, and understand this application and that the information submitted herein and attached hereto is true and accurate and correctly states my intentions. I also

understand this application will not be accepted and reviewed until all required supporting documentation has been supplied.


Applicant Signature _____ Date 6/20/11


Property Owner Signature _____ Date 6/20/11

GRANT APPROVAL

This grant application has been reviewed by the Heritage Preservation Commission and a Certificate of Appropriateness may be issued.

Chair: _____ Date: _____

This grant application has been reviewed by the Community Development Director and the application is consistent with the Broadway Ridge Grant Program Policies. The financial capacity of the applicant to complete the proposed work has been demonstrated.

Community Development Director: _____ Date: _____

The Construction Award/Grant Agreement, Façade Easement Agreement, and other appropriate grant documents have been prepared by the City Attorney and signed by the applicant.

City Attorney _____ Date: _____

The City Manager has submitted this application to the City Council for review and the City Council has approved the grant.

City Manager _____ Date: _____

The grant documents have been recorded in the Freeborn County Recorder's Office:

Document Numbers _____

City Clerk _____ Date _____

LIST OF EXHIBITS

1. Architectural Drawing from Urban Studio
 - a. Building Location and Surrounding Community
 - b. Existing Conditions and Historical Photography
 - c. Proposed Façade with details
2. Photographs of Pocket Park Concepts

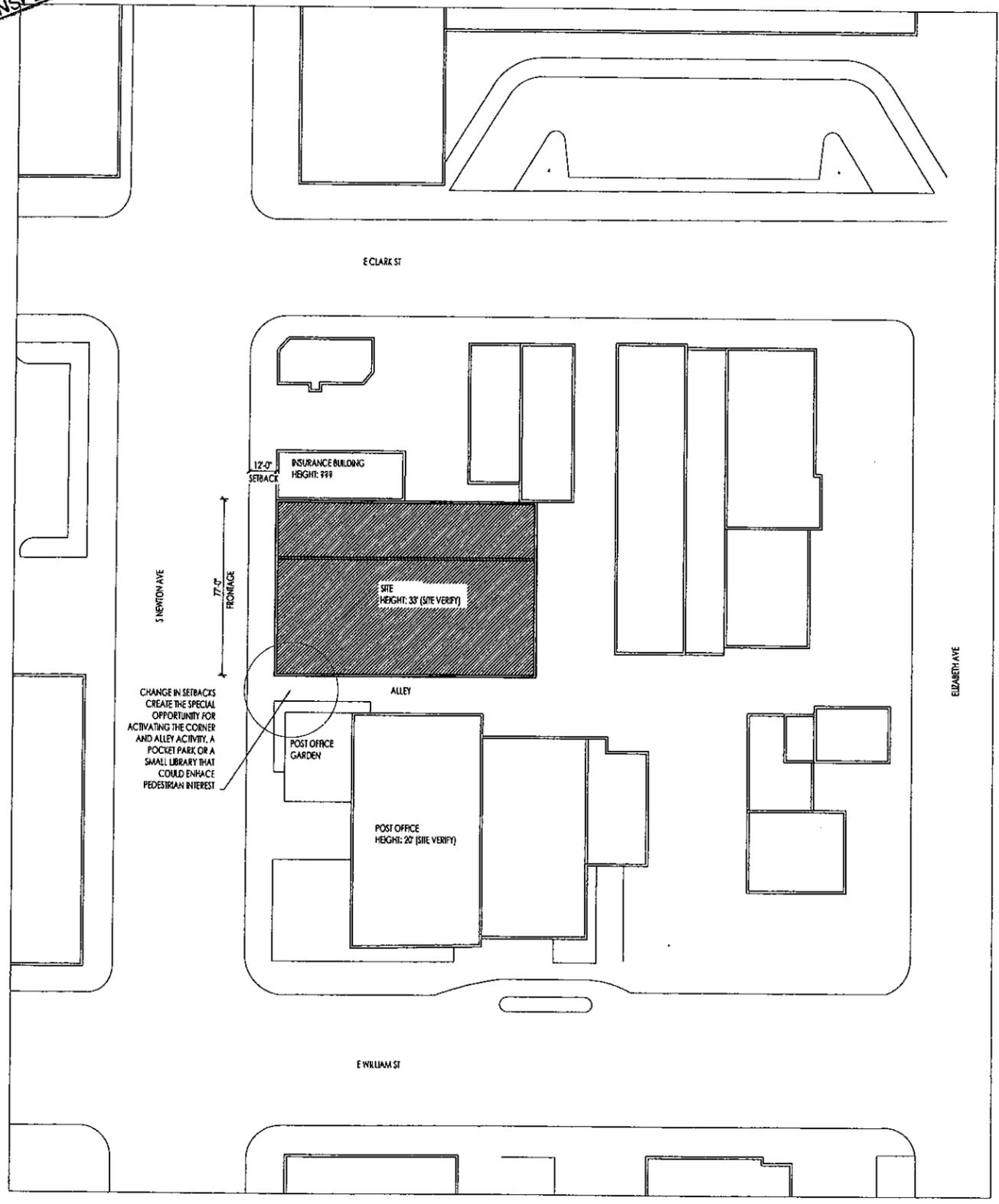
LEGAL DESCRIPTION

Beginning 123.00 feet North of the Southwest corner of Block 12 of the Original Town (now city) of Albert Lea, Minnesota, on the West line of said Block 12; thence Easterly 122.29 feet at a deflection angle of 89 degrees 57.5 minutes right on a line parallel with the South line of said Block 12, thence Northerly 77.26 feet at a deflection angle of 89 degrees 59 minutes left on the West line of the North and South alley in said Block 12; thence Westerly 122.26 feet, at a deflection angle of 90 degrees 07 minutes left, to the West line of said Block 12, thence South 77.06 feet, at a deflection angle of 89 degrees 51.5 minutes left to the point of beginning; Being part of Block 12, Original Town (now city) of Albert Lea, Minnesota, according to the recorded plat thereof on file and of record in the office of the Register of Deeds in and for Freeborn County, Minnesota (said description being that of the original application herein; said premises hereafter described pursuant to decree herein, as follows: Beginning 123.00 feet North of the Southwest corner of Block 12 of the Original Town (now city) of Albert Lea, Minnesota on the West line of said Block 12; thence Easterly 122.29 feet at a deflection angle of 89 degrees 57.5 minutes right on a line parallel with the South line of said Block 12; thence Northerly 76.26 feet at a deflection angle of 89 degrees 59 minutes left on the West line of the North and South alley in said Block 12; thence Westerly at a deflection angle of 90 degrees 07 minutes left a distance of 10.45 feet; thence North 6 inches; thence Westerly at a deflection angle of 90 degrees 07 minutes left a distance of 11.55 feet; thence continuing Westerly at a deflection angle of 90 degrees 07 minutes left a distance of 24 feet; thence South 11 inches; thence Westerly at a deflection angle of 90 degrees 07 minutes a distance of 24 feet; thence North 11 inches; thence Westerly 52.26 feet more or less at a deflection angle of 90 degrees 07 minutes left, to the west line of said Block 12; thence South 77.06 feet, at a deflection angle of 89 degrees 51.5 minutes left, to the point of beginning, being part of Block 12, Original Town (now city) of Albert Lea, Minnesota, according to the recorded plat thereof on file and of record in the office of the Register of Deeds in and for Freeborn County, Minnesota. (Parcel No. 340-01-1490)

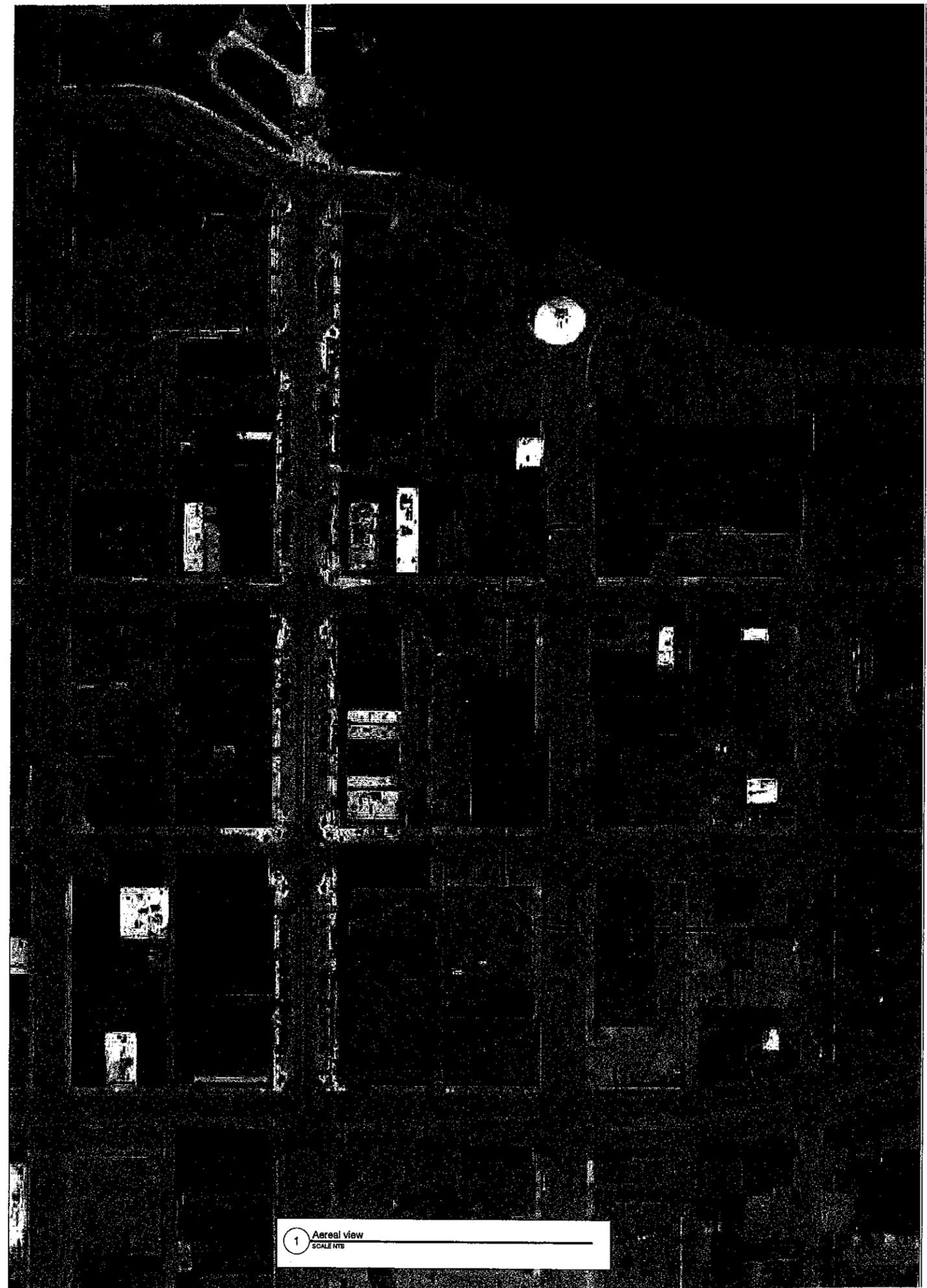


RECEIVED
JUN 2 0 2016
CITY OF ALBERT LEA
INSPECTION DEPT.

113-117 Newton Ave S
(Main Street Property Holdings, LLC)
Request for COA & Broadway Ridge Renewal Grant
Facade Improvement

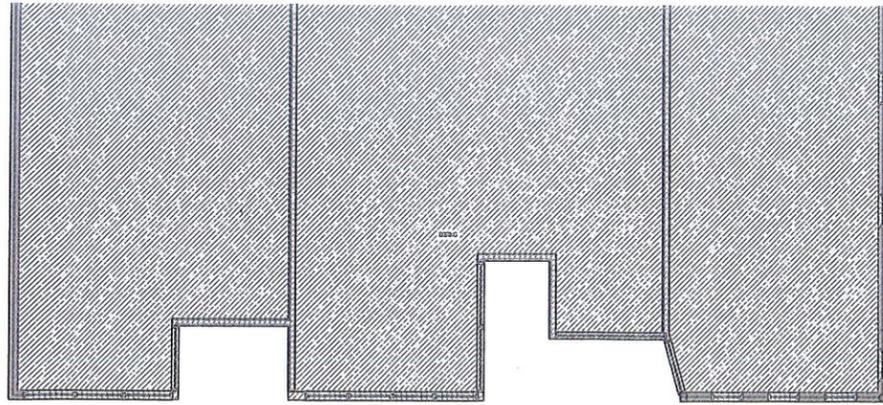


1 Site plan
SCALE 1/32



1 Aerial view
SCALE NTS

THE
HERBY COPY
WAS REPRODUCED
ON 11/14/16 BY
THE DATE OF
REPRODUCTION
NASH FORD
REPRODUCTION

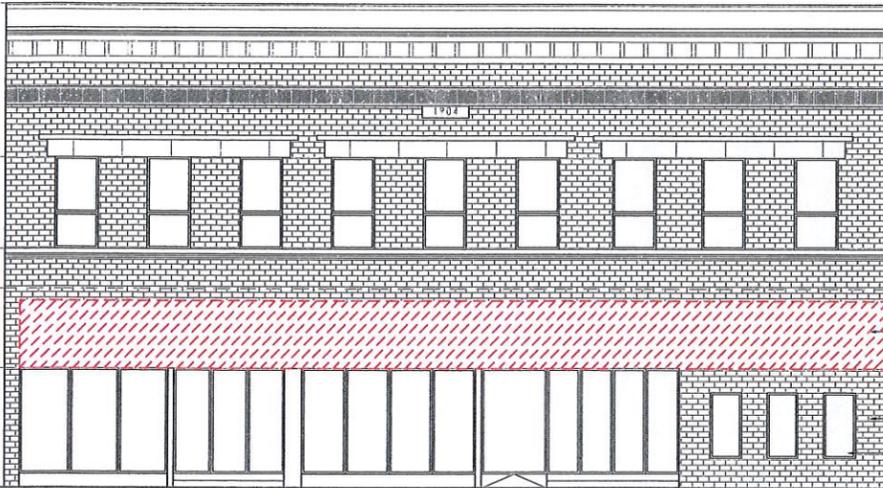


1 EXISTING FLOOR PLAN
1/8" = 1'-0"



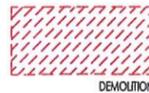
Originally, all the window panes were planned the same, they even gapped the corner with the same type of glass panel windows.

2 ARCHIVE ISOMETRIC DRAWING OF ORIGINAL FACADE
NTS



Old glass signage-to be demolished

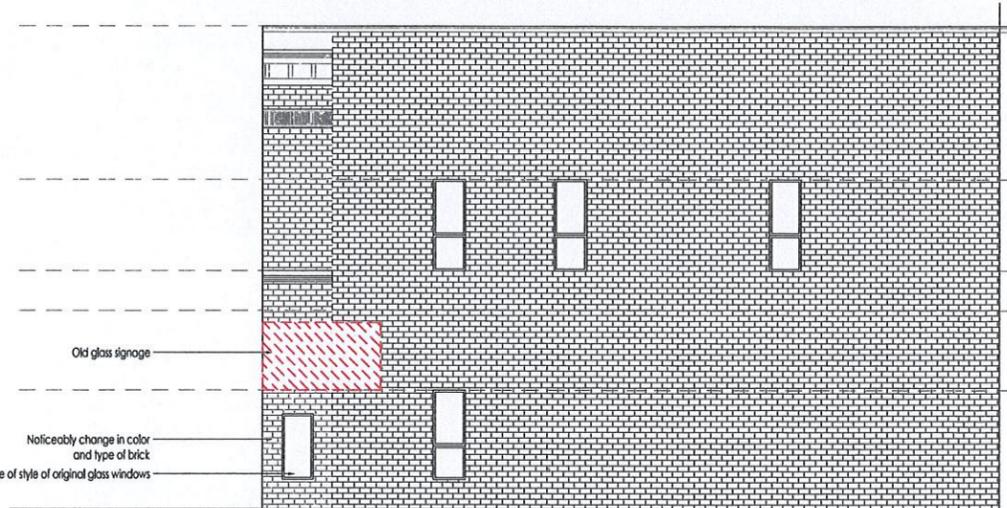
Noticeably change in color and type of brick
Change of style of original glass windows



DEMOLITION

Note: The proposed design will involve bringing back the original glass panels

3 EXISTING ELEVATION OF THE FRONT FACADE
1/8" = 1'-0"



Old glass signage

Noticeably change in color and type of brick
Change of style of original glass windows

4 EXISTING ELEVATION OF THE SIDE FACADE
1/8" = 1'-0"



Old glass signage-to be demolished

Noticeably change in color and type of brick
Change of style of original glass windows



Old glass signage-to be demolished

Secretary's Standards for Rehabilitation

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Guidelines for Rehabilitating Historic Buildings

The *Guidelines* assist in applying the Standards to rehabilitation projects in general; consequently, they are not meant to give case-specific advice or address exceptions or rare instances. For example, they cannot tell a building owner which features of an historic building

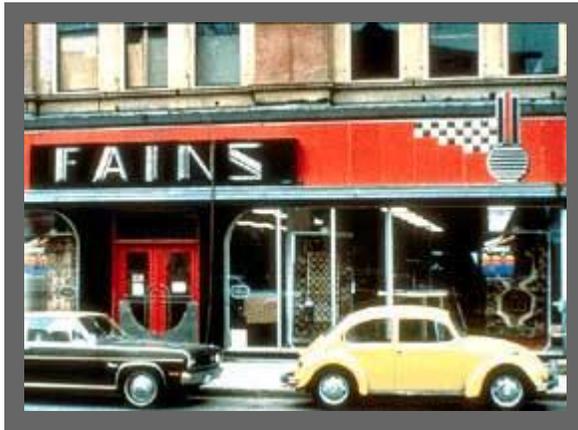
are important in defining the historic character and must be preserved or which features could be altered, if necessary, for the new use. Careful case-by-case decision-making is best accomplished by seeking assistance from qualified historic preservation professionals in the planning stage of the project. Such professionals include architects, architectural historians, historians, archeologists, and others who are skilled in the preservation, rehabilitation, and restoration of the historic properties. These Guidelines are also available in [PDF format](#).

The [Guidelines on Sustainability for Rehabilitating Historic Buildings](#) stress the inherent sustainability of historic buildings and offer specific guidance on “recommended” rehabilitation treatments and “not recommended” treatments, which could negatively impact a building’s historic character.

Identify, Retain and Preserve

RECOMMENDED

Identifying, retaining, and preserving storefronts--and their functional and decorative features--that are important in defining the overall historic character of the building such as display windows, signs, doors, transoms, kick plates, corner posts, and entablatures. The removal of inappropriate, nonhistoric cladding, false mansard roofs, and other later alterations can help reveal the historic character of a storefront.



This Moderne storefront has gained significance over time and would be retained and preserved within the treatment, Rehabilitation. Photo: NPS files.

NOT RECOMMENDED

Removing or radically changing storefronts--and their features--which are important in defining the overall historic character of the building so that, as a result, the character is diminished. Changing the storefront so that it appears residential rather than commercial in character. Removing historic material from the storefront to create a recessed arcade. Introducing coach lanterns, mansard designs, wood shakes, nonoperable shutters, and small-paned windows if they cannot be documented historically. Changing the location of a storefront's main entrance.



This photograph shows the impact of inappropriate alterations on historic storefronts. The storefront on the right has been totally obscured by a "modern" front added in the 1950s. Photo: NPS files.

Protect and Maintain

RECOMMENDED

Protecting and maintaining masonry, wood, and architectural metals which comprise storefronts through appropriate treatments such as cleaning, rust removal, limited paint removal, and reapplication of protective coating systems.



The distinctive 19th century brick and wood storefront has been successfully maintained over time. Photo: NPS files.

Protecting storefronts against arson and vandalism before work begins by boarding up windows and installing alarm systems that are keyed into local protection agencies.

Evaluating the existing condition of storefront materials to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

NOT RECOMMENDED

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of storefront features results.

Permitting entry into the building through unsecured or broken windows and doors so that interior features and finishes are damaged by exposure to weather or vandalism.

Stripping storefronts of historic material such as wood, cast iron, terra cotta, carrara glass, and brick.

Failing to undertake adequate measures to assure the preservation of the historic storefront.

Repair

RECOMMENDED

Repairing storefronts by reinforcing the historic materials. Repairs will also generally include the limited replacement in kind--or with compatible substitute materials--of those extensively deteriorated or missing parts of storefronts where there are surviving prototypes such as transoms, kick plates, pilasters, or signs.



In the treatment, Rehabilitation, one option for replacing missing historic features is to use pictorial documentation and/or physical evidence to re-create the historic feature. (a) In this example, the ornamental cornice of an 1866 limestone building was missing; and the ground level storefront had been extensively altered. (b) and (c) Based on the availability of photographic and other documentation, the owners were able to accurately restore the cornice and storefront to their historic configuration. A substitute material, fiberglass, was used to fabricate the missing pressed metal cornice, an acceptable alternative in this project. All work met the Standards.

NOT RECOMMENDED

Replacing an entire storefront when repair of materials and limited replacement of its parts are appropriate. Using substitute material for the replacement parts that does not convey the same visual appearance as the surviving parts of the storefront or that is physically or chemically incompatible.

Replace

RECOMMENDED

Replacing in kind an entire storefront that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model. If using the same material is not technically or economically feasible, then compatible substitute materials may be considered.

NOT RECOMMENDED

Removing a storefront that is unrepairable and not replacing it; or replacing it with a new storefront that does not convey the same visual appearance.

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Design for the Replacement of Missing Historic Features

RECOMMENDED

Designing and constructing a new storefront when the historic storefront is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the size, scale, material, and color of the historic building.

NOT RECOMMENDED

Creating a false historical appearance because the replaced storefront is based on insufficient historical, pictorial, and physical documentation.

Introducing a new design that is incompatible in size, scale, material, and color.

Using inappropriately scaled signs and logos or other types of signs that obscure, damage, or destroy remaining character-defining features of the historic building.

Stillwater MN



Stillwater MN



Humphrys

Brownsburg Indiana (The Cabana Room)



Indianapolis Indiana (Rock Bottom Brewery)

