

**CITY OF ALBERT LEA**  
**HERITAGE PRESERVATION COMMISSION**

*3/8/2016, 5:30 a.m.*  
*City Council Chambers*

**AGENDA**

- A. CALL TO ORDER AND APPROVAL OF THE AGENDA
- B. APPROVAL OF MINUTES  
HPC Minutes from February 16<sup>th</sup>, 2016
- C. PUBLIC HEARINGS  
No public hearings scheduled
- D. NEW BUSINESS
  - Discussion on Ordinance vs. Design Guidelines
- E. OLD BUSINESS
  - 100 Broadway North, Alliance Benefit Group, Awnings
  - 2017 SHPO Conference & CLG grant application status
  - Small Cities Grant Update – historic review requirements
  - Training Opportunities
- F. COMMISSIONER COMMUNICATIONS
- G. STAFF COMMUNICATIONS
- H. ADJOURNMENT

**MINUTES of February 16, 2016  
Heritage Preservation Commission  
City of Albert Lea**

**Call to order 5:30 p.m. by Chairman Robert Hoffman**

**MEMBERS PRESENT**

Robert Hoffman (Chair)  
Brad Kirchner (Vice Chair)  
Tom Larson  
Lester Anderson  
Larry Baker (Ex-Officio)

**MEMBERS ABSENT**

Larry Fisher  
Tami Staker

**STAFF PRESENT:**

Jerry Gabrielatos, Assistant City Manager  
Rob Rice, Building Inspector  
Jennifer Nelson, Office Assistant

**OTHERS PRESENT:**

Brendhan Wagner, Wagner Construction Company (Home Federal Savings Bank's Contractor)  
Lori Keith, Home Federal Savings Bank

**APPROVAL OF AGENDA AND MINUTES:**

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

A motion was made by Brad Kirchner to approve the minutes from January 6, 2016 and seconded by Lester Anderson. The minutes were 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.

The commission considered a request for certification of appropriateness for Home Federal Savings Bank at 143 West Clark Street for work proposed at the bank including modifications for the building façade. Work proposed includes: reusing the existing glass but changing the aluminum window frames from gold to clear anodized aluminum. Also, the existing metal panels will be painted. The color of which has not yet been determined.

**Public Hearing opened: 5:36 p.m.**

Lori Keith passed around a picture that was taken of a matchbook promoting the "Albert Lea Federal Savings and Loan Association". Keith wasn't sure of the date of the photo, Brad Kirchner guessed it was

from 1958 or 1959. The picture becomes part of these minutes for reference. The photo shows there was no eagle on top or gold trim. Keith advised the eagle and gold trim was put up by Home Federal Savings Bank as this was part of their trademark. They plan on removing the Eagle.

Keith and her contractor Brendhan Wagner advised they are proposing to replace the gold colored windows with clear anodized aluminum windows. They plan on repairing and painting the existing metal panel to match new clear anodized aluminum windows.

Brad Kirchner advised gold is reflective of mid-century modern although it is not original.

Keith talked about making a request for signage and wanted to know what would be allowed. She advised they would like to use plain white letters and would like to backlight with white led lights. She was advised to fill out a sign permit application and submit her proposal for signage to the Inspection Department to begin the review process.

**Public Hearing closed: 5:58 p.m.**

Brad Kirchner motioned to approve the proposed modifications to Home Federal Savings Bank building at 143 W Clark Street 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 the Certificate of Appropriateness for the following items;

1. Removal of the window framing replacing it with anodized aluminum
2. Painting of the awning/metal panels (currently gold/copper color) with a metallic matt finished paint to match the aluminum color.

The motion was seconded by Tom Larson. Motion approved on a 4-0 voice vote.

## **NEW BUSINESS:**

### **201 East Clark- Replacement of Signs**

A public hearing notice was sent out regarding a replacement of signs located at 201 Clark St E which is changing the signage from ABG Financial Center to Alerus. The heritage preservation ordinance requires a certificate of appropriateness prior to construction or replacement of signs located either within, or within view of public street rights-of-way. The ordinance does allow for modifications without the requirement of a certificate of occupancy when replacement or reconstruction affects no more than 10% of the exterior surface area of the building. The public hearing notices were sent out as to assure this would not hold up the project for the property owner.

After consultation with the City Attorney, staff recommends that neither public hearing nor a certificate of appropriateness is required for the proposed new signage because it affects no more than 10% of the exterior surface area of the building. No motion is required based on staff recommendation.

### **2016 HPC schedule and appointments**

Rick Buringa's term has expired and his service was very much appreciated. Please keep in mind if you know of anyone who would be interested in applying for the Heritage Preservation Commission Board

as there is now an open seat. The commission will plan on meeting once of month which will be the second Tuesday of the month at 5:30p.m. Jan. 7<sup>th</sup>, Feb. 16<sup>th</sup>, March 8<sup>th</sup>, April 12<sup>th</sup>, May 10<sup>th</sup>, June 14<sup>th</sup>, July 12<sup>th</sup>, August 9<sup>th</sup>, Sept. 14<sup>th</sup>, Oct. 11<sup>th</sup>, Nov. 15<sup>th</sup>, Dec. 13<sup>th</sup>, 2016. If a meeting is not necessary it could cancelled and commissioners would be notified.

#### **OLD BUSINESS:**

##### **Heart Bombing Update**

Heart bombing event "Art with Heart" was held on Saturday, February 13th and went well. This was a coordinated event between The Interchange Wine & Coffee Bistro, Albert Lea Art Center and the City of Albert Lea Heritage Preservation Commission. The event was set up on the main floor of the Freeborn Bank Building. People could walk through to the Interchange and travel back and forth. Wendy Flugum and Jennifer Nelson volunteered to work the HPC's table at the event which was open from 5:00-7:30. People were encouraged to make out Valentines for the Freeborn Bank building to show the building their love. This campaign is through the Preservation Alliance of Minnesota. The Albert Lea Art Center had art on display/for sale and a drawing for giveaways. Chankaska Creek Ranch & Winery had a table set up for wine tasting and the Interchange had complimentary hors d'oeuvres. The Interchange offered food specials for Valentine's Day.

##### **2017 SHPO Conference & CLG grant application status**

The City is in the process of applying for a CLG grant to finance the conference. The grant is due on March 4, 2016. Molly Patterson-Lundgren, Jennifer Nelson and Jerry Gabrielatos are collaborating and will submit it to the Minnesota Historical Society.

**Small Cities Grant Update.** Gabrielatos announced that the City is in the process of finalizing a grant with DEED that would allow interested property owners to rehabilitate their buildings. The grant will be submitted on February 25, 2016. DEED will review applications and respond sometime in May.

##### **Training Opportunities**

Staff is looking at putting together a training geared toward contractors and property owners regarding the SCDP grant requirements. This session may include a presenter from the State Historical Office and an architect. This would be beneficial for contractors and property owners to be educated on the Secretary of Interior Standards and also the local design review process required for façade projects and also the existing Broadway Ridge Renewal grant currently available for façade work and understanding the importance of being located in an historic district. Staff is looking at possible holding this training in May or June and looking for input on what time and day would work the best for a good attendance. Staff is also looking for a strong commitment of attendance of the HPC at this meeting.

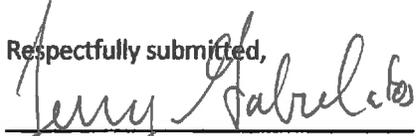
#### **COMMISSIONER COMMUNICATIONS:**

#### **STAFF COMMUNICATIONS/ITEMS OF DISCUSSION:**

#### **ADJOURNMENT**

A motion was made by Lester Anderson and seconded by Brad Kirchner to adjourn the meeting at 7:00p.m.

Respectfully submitted,



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Jerry Gabrielatos, Assistant City Manager

Approved:



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Heritage Preservation Vice Chair

Brad Kirchner

**FAX COVER SHEET**

**ERNIE'S CANVAS PRODUCTS, INC.**  
 20902-782ND AVE.  
 ALBERT LEA, MN 56007

PHONE NUMBER-507-373-8996  
 FAX NUMBER-507-373-8996

<b>SEND TO</b>	<b>From</b>
Company name BPHAGEN	3-3-16 Ernie's
Attention awning estimate	Date
Office location	Office location

5-15' awnings - 8" VALANCE  
 30" high  
 48" projection  
 each - \$ 780.00 = \$ 3900.00

Blue

2-14'4" awnings - 8" VALANCE  
 30" high  
 48" projection  
 each - \$ 745.00 = \$ 1490.00

21-48" awnings - 24" high  
 24" projection  
 each - \$ 168.00 = \$ 3528.00

installation \$ 1000.00  
 total price = \$ 9918.00  
 sales tax = \$ 781.04

(50% down before starting job) \$ 10,699.04