

CITY OF ALBERT LEA HERITAGE PRESERVATION COMMISSION

March 11, 2025, 5:30 p.m.
City Center

AGENDA

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF THE AGENDA

C. APPROVAL OF MINUTES

1. March 12, 2024

D. PUBLIC HEARINGS

1. Certificate of Appropriateness – 147 Broadway Ave N
2. Certificate of Appropriateness – 232 Washington Ave S

E. NEW BUSINESS

1. Certificates of Appropriateness – Staff Approvals

F. COMMISSIONER COMMUNICATIONS

1. Introduction of Jennifer Levisen

G. STAFF COMMUNICATIONS

H. ADJOURNMENT

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Heritage Preservation Commission of the City of Albert Lea. This document does not claim to be complete and is subject to change.

MINUTES OF THE ALBERT LEA HERITAGE PRESERVATION COMMISSION

Regular Meeting

March 12, 2024

5:30 pm – City Center

Call to order at 5:30pm by Megan Boeck.

MEMBERS PRESENT: Nic Lang, Linda Bryan, Brad Kirchner, Tarrah Hall-Sather, and Larry Baker.

MEMBERS ABSENT: Stephanie Kibler, Tom Staker, and Darin Johnson.

STAFF PRESENT: Megan Boeck, City Planner.

APPROVAL OF AGENDA

A motion was made by Hall-Sather and second by Bryan to approve the agenda. Motion carried.

APPROVAL OF MINUTES

A motion was made by Hall-Sather and second by Bryan to approve the February 13, 2024 meeting minutes as written. Motion carried.

PUBLIC HEARINGS

1) Certificate of Appropriateness – 123 Broadway Ave S

Kirchner opened the public hearing at 5:38pm.

Boeck stated that the property owners have applied for a COA for storefront replacement including windows, entrance doors, and upper floor apartment

windows. The windows would be tempered glass with dark bronze aluminum finish and aluminum doors with transom frames.

Kirchner closed the public hearing at 5:42.

Motion by Lang and second by Hall-Sather to approve a Certificate of Appropriateness for 123 Broadway Avenue South as applied for including the upper windows so long as they are double hung.

Motion carried on a 4-0 voice vote.

2) Certificate of Appropriateness – 132 Broadway Ave S

Kirchner opened the public hearing at 5:42pm.

Boeck stated that the property owners have applied for a COA for façade renovations including removal of aluminum storefront windows to accommodate an entry door for stairs to the second floor. Façade renovations include recessed can lighting, dark bronze entry doors and storefront, and new painted cement board panels with matching trim and brick panels to match adjacent brick.

Kirchner closed the public hearing at 5:52.

Motion by Kirchner and second by Hall-Sather to approve a Certificate of Appropriateness for 132 Broadway Avenue South as applied.

Motion carried on a 4-0 voice vote.

NEW BUSINESS

1) Design Guideline Update

Casie Radford and Todd Grover from MacDonald and Mack Architects presented the commission with the Heritage Preservation Guideline Update which aims to provide a consistent and clear design standard in addition to a framework that focuses on retention and preservation.

Radford also stated that the update includes changes that pertain to staff approvals, the distinction of contributing versus non-contributing properties, and

emphasis on preserving what is current even if it is not original as long as it is within the period of significance (1874-1953).

Lastly, Radford stated that the updated guidelines address property neglect and abandonment as well as enforcement of violations which was absent from the previous guidelines.

Motion by Kirchner and second by Lang to recommend approval of the updated Heritage Preservation Guidelines as presented. Motion carried.

COMMISSIONER COMMUNICATION

Kirchner reminded the commissioners to reply to staff's email with availability so that a quorum for each meeting can be determined prior to the meeting night.

STAFF COMMUNICATION

None.

ADJOURNMENT

Motion by Kirchner and second by Bryan to adjourn the meeting at 6:39pm.
Motion carried.

Megan Boeck, City Planner

Brad Kirchner, Vice-Chair

TO: Heritage Preservation Commission
FROM: Megan Boeck, City Planner
DATE: March 7, 2025
RE: Certificate of Appropriateness – 147 Broadway Ave N

Background & Proposal

The Marion Ross Theatre, on behalf of the City of Albert Lea, has applied for a Certificate of Appropriateness to install automatic doors for the exterior and interior front doors (all of which will be ADA compliant) and the same size and scale as what is currently there. In addition, four controllers will be mounted; one of the controllers will be mounted on the exterior to the right of the front door on Broadway Avenue, two controllers will be mounted in the vestibule, and one will be mounted inside the lobby.

Please note, this COA will apply to the automatic doors and the controller mounted on the exterior.

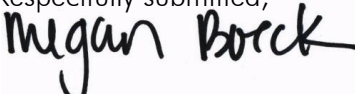
Lastly, due to breaking seals and the need to increase energy efficiency, the City is proposing to replace three upper windows facing Broadway Avenue with the same size and scale as what is currently there. See attached elevations.

Heritage Preservation Guidelines state that windows and doors shall remain, be maintained regularly, and be repaired using the best preservation practices. Anodized, black, or dark bronze aluminum finish are considered appropriate alternate materials (*page 19 of Albert Lea Historic District Design Guidelines*).

Staff recommends approval of the COA for replacement of four automatic doors, three upper windows, and one mounted exterior controller.

Attachments

- 1) Application
- 2) Elevations

Respectfully submitted,

Megan Boeck, City Planner



Certificate of Appropriateness

221 E Clark Street
 Albert Lea, MN 56007
 (507) 377-4349 Office
 (507) 377-4362 Fax
mboeck@ci.albertlea.mn.us

| DATE RECEIVED | CASE NUMBER |
|---|----------------------------------|
| | |
| PROPERTY INFORMATION | |
| Property Address | |
| Parcel ID Number(s) | |
| PROPERTY OWNER INFORMATION | |
| Owner Name | |
| Owner Address | |
| Owner Phone | |
| Owner Email | |
| APPLICANT INFORMATION <i>(if different from above)</i> | |
| Applicant Name | |
| Applicant Address | |
| Applicant Phone | |
| Applicant Email | |
| PROJECT DESCRIPTION | |
| Type of Renovations <i>(check one)</i> : <input type="checkbox"/> New Construction/ <input type="checkbox"/> Renovation Briefly describe the type of renovation or changes being proposed (attach additional pages if necessary): Changes in Signage <i>(check one)</i> <input type="checkbox"/> New Sign/ <input type="checkbox"/> Restoration of Existing Sign/ <input type="checkbox"/> Restoration of Historic Sign Briefly describe the type of sign being proposed (attach graphics/imagery): | |
| FOR OFFICE USE ONLY | |
| <input type="checkbox"/> Staff Approval | Date ___/___/___ Signature _____ |
| <input type="checkbox"/> HPC Approval | Date ___/___/___ |
| <input type="checkbox"/> Denied | Date ___/___/___ Comments: |

Minor projects or projects that comply with the guidelines can be reviewed by staff. Larger projects will be required to have a public hearing and receive approval from the Heritage Preservation Commission. Building permits may only be granted after review has been completed and approved.

Reviews needing approval from the Historic Preservation Commission also require a statutory 10-day public hearing notice in the official city newspaper. Heritage Preservation Commission meetings typically occur once a month on the second Tuesday, at 5:30 p.m. at City Center.

OWNER'S STATEMENT

I am the owner of the above described property and I agree to this application. By signing this application, I certify that all fees, charges, utility bills, taxes, special assessments and other debts or obligations due to the City by me or for this property have been paid. I further certify that I am in compliance with all ordinance requirements and conditions regarding other City approvals that have been granted to me for any matter. (If the owner is a corporation or partnership, a resolution authorizing this action on behalf of the board or partnership must be attached.)

Owner's Signature

Date

APPLICANT'S STATEMENT *(if different from above)*

This application should be processed in my name, and I am the party whom the City should contact about this application. I have completed all of the applicable filing requirements and, to the best of my knowledge, the documents and information I have submitted are true and correct.

Applicant's Signature

Date

ALBERT LEA THEATRE

147 N. BROADWAY AVE.
ALBERT LEA, MN 56007

W. L. HALL CO.
Builders Specialties

111 15th Avenue South
Maple, MN 55120
763.437.4600
www.wlhall.com

SALES: AJ PEDERSON
PM: ERIC JONES
DRAWN BY: AMRON KOLLER

GENERAL NOTES

- W. L. HALL BUILDERS SPECIALTIES WILL ASSUME NO RESPONSIBILITY FOR ERRORS RESULTING FROM THE USE OF THESE DRAWINGS BY OTHER TRADES. FINAL APPROVAL BY THE CUSTOMER CONSTITUTES ACCEPTANCE OF ALL DEVIATIONS TO THE CONTRACT DOCUMENTS MADE BY W. L. HALL BUILDERS SPECIALTIES IN THESE DRAWINGS.
- LAWS AND BUILDING AND SAFETY CODES GOVERNING THE DESIGN AND USE OF GLAZING ENTRANCE, WINDOW SYSTEMS AND CURTAIN WALL PRODUCTS VARY WIDELY. W. L. HALL BUILDERS SPECIALTIES DOES NOT CONTROL THE SELECTION OF PRODUCT CONFIGURATIONS, OPERATING HARDWARE OR GLAZING MATERIALS AND ASSUMES NO RESPONSIBILITY THEREOF.
- THESE DRAWINGS REPRESENT W. L. HALL BUILDERS SPECIALTIES INTERPRETATION OF THE APPLICATION OF MANUFACTURERS SYSTEM PRODUCTS TO THIS PROJECT IN COMPLIANCE WITH THE ARCHITECT'S DRAWINGS AND SPECIFICATIONS. IT IS IMPORTANT THAT THIS INTERPRETATION BE REVIEWED DIMENSIONALLY AND FUNCTIONALLY WITH RESPECT TO ACTUAL ARCHITECT INTENT, INTERFACING CONDITIONS AND MATERIALS AND JOB SITE CONDITIONS.
- THESE DRAWINGS SHOULD BE USED IN CONJUNCTION WITH MANUFACTURERS PUBLISHED SYSTEM INSTALLATION INSTRUCTIONS, INSTALLATION INSTRUCTIONS (SEE PRECEDENCE OVER SHOP DRAWINGS UNLESS OTHERWISE NOTED).
- ALL ITEMS MARKED "NOT BY W. L. HALL" ARE NOT BY W. L. HALL BUILDERS SPECIALTIES, AND ARE SHOWN FOR INFORMATION ONLY.
- REQUEST FOR REVISION #1 FOR W. L. HALL BUILDERS SPECIALTIES HAS BEEN AUTHORIZED TO FABRICATE WILL BE SUBJECT TO A HANGING CHARGE PLUS THE COST OF ANY FABRICATED MATERIALS.
- A BUTYRATED PARTICULATE CHROMATE OR AN EQUAL SEPARATION MATERIAL IS REQUIRED WHEN ALUMINUM COMES IN CONTACT WITH STEEL OR OTHER DYSMETAL METALS.
- ALL FASTENERS EXPOSED TO WEATHER AND/OR MOISTURE ARE TO BE #30 STAINLESS STEEL SERIES. ALL FASTENERS CONCEALED OR SEALED FROM WEATHER AND/OR MOISTURE TO BE ZINC PLATED.
- ALL WELDING IS TO BE PERFORMED BY CERTIFIED WELDERS TO AWS D6.1, D6.2, D6.3, D6.4 AND D6.4.4 OR LATEST EDITIONS.

SEALANT NOTES

- ALL RECOMMENDED NEEL BEAD, TOE BEAD AND CAP BEAD SHOWN IN THESE SHOP DRAWINGS SHOULD BE APPLIED AND TOOLED WATER TIGHT PER THE SEALANT OR CALLING MANUFACTURERS RECOMMENDATION AS TO SIZE AND COMPATIBILITY WITH ADJACENT MATERIALS.
- ALL GASKETS ARE TO BE THERMOPLASTIC SEALED AND MADE WATER TIGHT AT BUTT JOINTS AND INTERSECTIONS USING A DRAINING NON-HARDENING SEALANT AS RECOMMENDED BY THE SEALANT MANUFACTURER.
- ALL METAL TO METAL BUTT JOINTS, OVERLAPS AND INTERSECTIONS ARE TO BE SEALED WATER TIGHT.
- ALL PRIMER/PRIMER CALKINGS TO BE APPLIED AND TOOLED PER THE MANUFACTURERS SYSTEM RECOMMENDATIONS.

NOTE TO ARCHITECT AND GENERAL CONTRACTOR

PLEASE VERIFY ALL OPENING, REFERENCE, AND ANCHOR LOCATION DIMENSIONS. ALSO, PLEASE VERIFY STRUCTURAL INTEGRITY OF ALL SURROUNDING CONDITIONS. W. L. HALL BUILDERS SPECIALTIES WILL ASSUME THE DRAWINGS ARE CORRECT AS DRAWN IF THE ABOVE NOTES AND SYMBOLS NOTES THROUGHOUT THE JOB ARE NOT ADDRESSED ON RETURNED MARKED UP DRAWINGS.

SETTING BLOCK NOTE

CURTAIN WALL, WINDOW AND STOREFRONT SYSTEMS: THE LENGTH OF SETTING BLOCK MUST BE A MINIMUM OF 4" LONG.

CONFIDENTIALITY STATEMENT

THESE DRAWINGS ARE THE SOLE AND EXCLUSIVE PROPERTY OF W. L. HALL BUILDERS SPECIALTIES AND CONTAIN SENSITIVE, PRIVILEGED OR CONFIDENTIAL INFORMATION WHICH MAY BE USED ONLY FOR ITS BENEFIT. THE DISCLOSURE OF THESE DRAWINGS TO UNAUTHORIZED PERSONS IS STRICTLY PROHIBITED.

FRAMING SYSTEM

MANUFACTURER: TUBELITE SYSTEM 11488
2" X 4"
FINISH: DARK BRONZE ANODIZED

DOORS

MANUFACTURER: TUBELITE SYSTEM WIDE STYLE
STYLE: 1" X 4"
TOP RAIL: 1" X 4"
BOTTOM RAIL: 1" X 4"
FINISH: DARK BRONZE ANODIZED

SEALANT

MANUFACTURER: DOW SYSTEM 795
FINISH: T80

HARDWARE

BY W. L. HALL ARCH/EC. PLEASE PROVIDE APPROVED HARDWARE SCHEDULE

GLAZING

GL-1: 1" CLEAR IGU
1/4" CLEAR
12" AIR SPACE
1/4" CLEAR
GL-1T: 1" CLEAR TEMPERED IGU
1/4" CLEAR TEMPERED
12" AIR SPACE
1/4" CLEAR TEMPERED

SUBMITTAL LOG

| DWG | DESCRIPTION | SL# |
|-----|---------------------|-----|
| C01 | COVER SHEET | X |
| B01 | BUILDING ELEVATIONS | X |
| E01 | SF1, SF4, SF4 | X |
| E02 | SF2, SF3 | X |
| E03 | SF6, SF7 | X |
| D01 | DETAILS | X |
| D02 | DETAILS | X |
| D03 | DETAILS | X |
| D04 | DETAILS | X |
| D05 | DETAILS | X |
| D06 | DETAILS | X |
| D07 | DETAILS | X |
| D08 | DETAILS | X |

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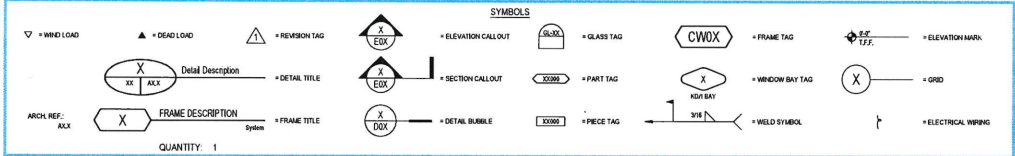
DESCRIPTION: FIRST SUBMITTAL

1st Submittal
01/13/2025 12:56:46 PM

PROJECT NAME: ALBERT LEA THEATRE
LOCATION: ALBERT LEA, MN 56007
ARCHITECT: APEX
CONTRACTOR: APEX

ABBREVIATIONS

| | | | | | |
|----------|------------------|--------|----------------------|------|---------------------------|
| ACT. GL. | ACTUAL GLASS | E.O.S. | EDGE OF SLAB | O.C. | ON CENTER |
| AL | ALUMINUM SHIMES | FA | FASTENER | PH | HORIZONTAL PRESSURE PLATE |
| AN | ANCHOR | FM | FEMALE MULLION | PV | VERTICAL PRESSURE PLATE |
| BM | BREAK METAL | GL | GLAZING | REF. | REFERENCE DIMENSION |
| BP | BACK PANEL | ND | KNICKED DOWN | SB | SHADOW BOX |
| CH | HORIZONTAL COVER | MP | MALE/FEMALE MULLION | ST | STEEL REINFORCEMENT |
| CL | CENTER LINE | MP | METAL PANEL | ST | TOP OF STEEL |
| CV | VERTICAL COVER | NLC | NOT IN CONTACT | TU | TUBE |
| CW | CURTAIN WALL | N.S. | NOT TO SCALE | UF | USED FABRICATION |
| DL | DOUBLE LOAD | O.A.F. | OVERALL FRAME | WL | WIND LOAD |
| D.O. | DAYLIGHT OPENING | OR | OPER BACK/FORWBETTER | WP | WORK POINT |
| D.O. | DOOR OPENING | | | | |



LEGEND

| | | | |
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| [Symbol] | ALUMINUM | [Symbol] | PRECAST |
| [Symbol] | BATT INSULATION | [Symbol] | RIGID INSULATION |
| [Symbol] | BRICK | [Symbol] | SPRAY FOAM BY OTHERS |
| [Symbol] | CMU | [Symbol] | STEEL |
| [Symbol] | GROUT INFILL | [Symbol] | STONE |
| [Symbol] | GYP/SUM BOARD | [Symbol] | TAPE |
| [Symbol] | PLYWOOD | [Symbol] | WEEP Baffle |

SHEET DESCRIPTION: COVER PAGE
SCALE: NONE
JOB #: 14-15835
SHEET #: C01

W. L. HALL CO.
Builders Specialties
 875 15TH AVE S.E.
 ST. LOUIS, MO 63104
 TEL: 314-441-1100
 www.wlhall.com

SALES: A/PERSON
 PM: ERIC JONES
 DRAWN BY: AARON KELLER

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147 N Broadway Ave
 Albert Lea, Minnesota
 Google Street View
 May 2023 See more dates



PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT:
 CONTRACTOR: APEX

1/801 EAST ELEVATION

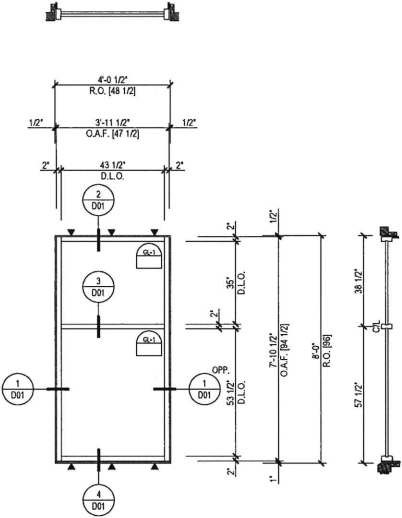
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SALES: A. FREDERSON
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 DRAWN BY: ARON KOLLER

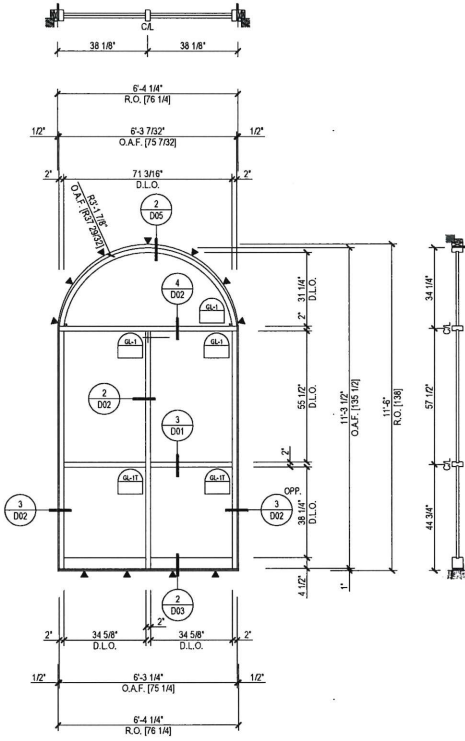
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 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

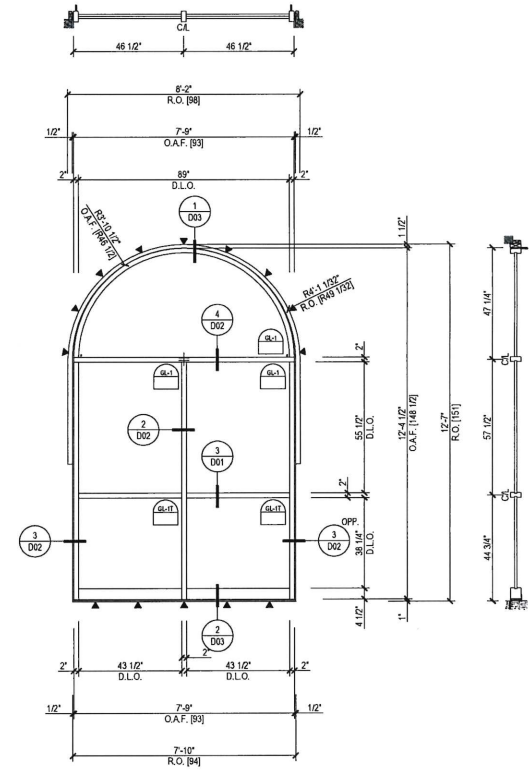
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ARCH REF: **SF1** TUBULITE T1400
 QUANTITY: 3



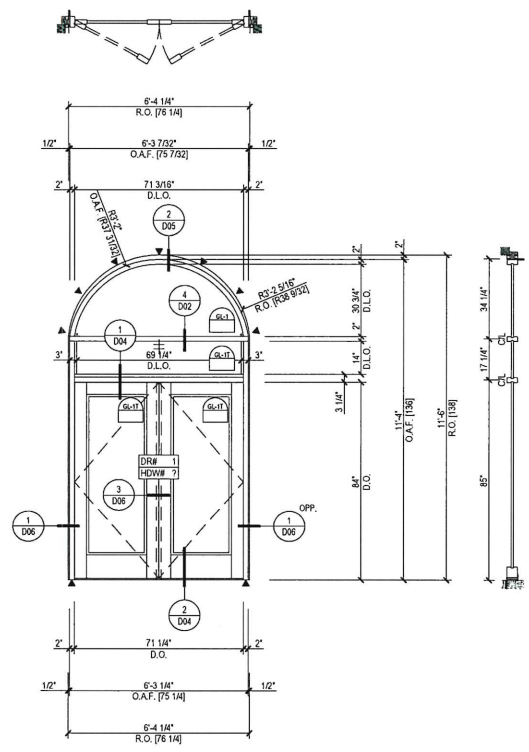
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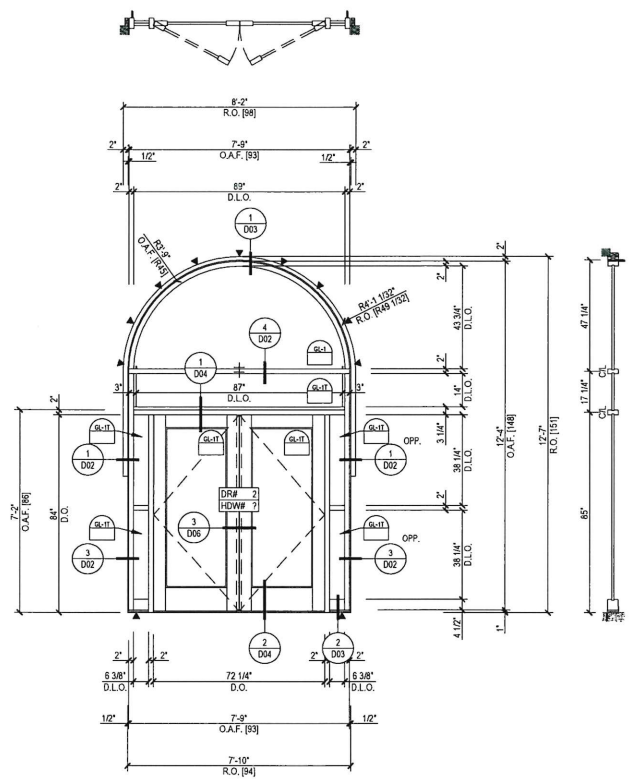
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 PM: ERIC JONES
 DRAWN BY: AMRON KOLLER

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ARCH REF: **SF2** MASONIC TEMPLE
 TUBE LIFE 11400
 QUANTITY: 1
 * = SHEAR BLOCK



ARCH REF: **SF3** THEATRE EXT.
 TUBE LIFE 11400
 QUANTITY: 1
 * = SHEAR BLOCK

PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION
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E02

W. L. HALL CO.

Builders Specialties

470 International Blvd
 Dayton, MN 55115
 Tel: 317-641-1100
 Fax: 317-641-1105

SALES: AJ PEDERSON
 PM: ERIC JONES
 DRAWN BY: AARON KOLLER

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PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION

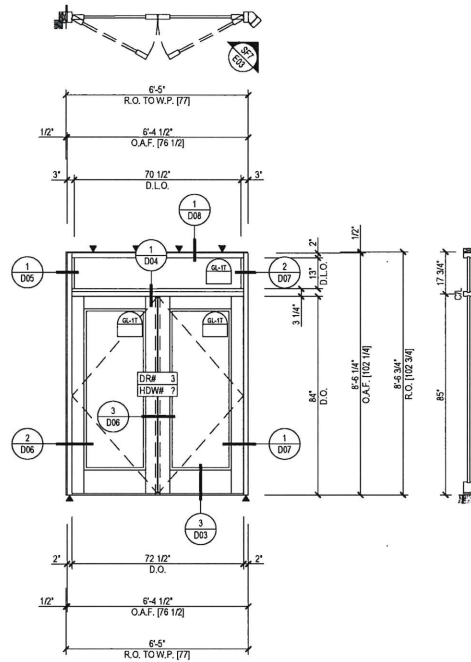
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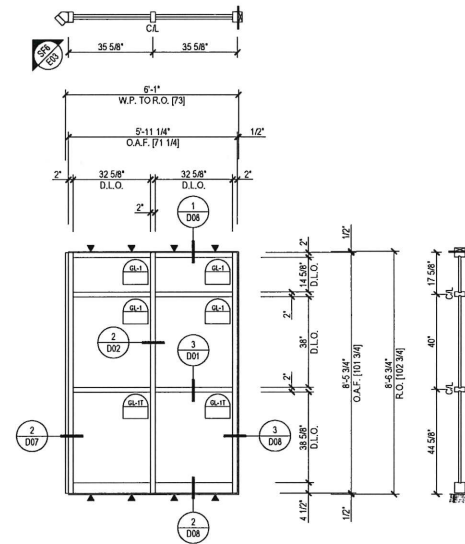
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ARCH. REF.: **SF6** THEATRE INT. DOOR
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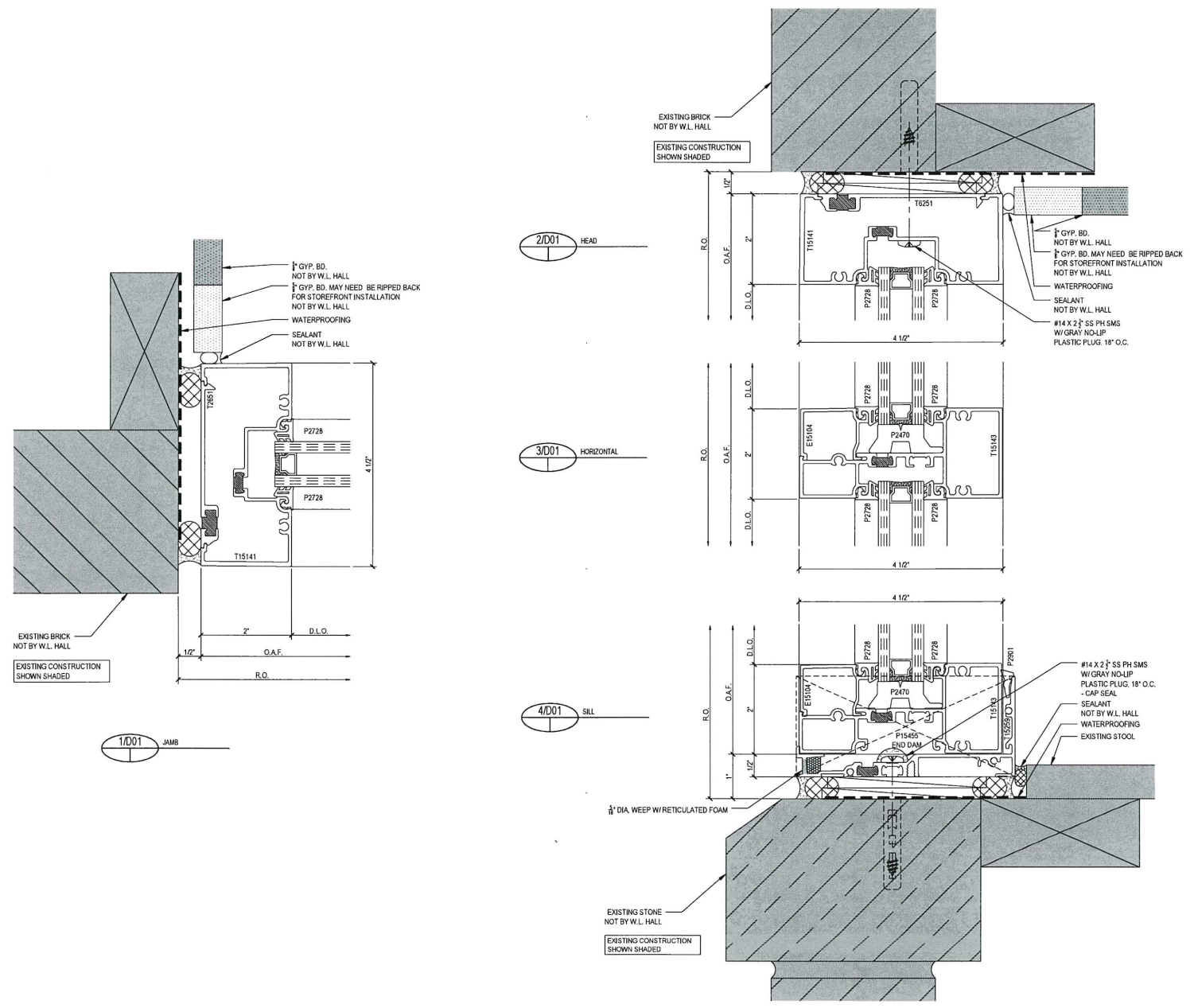
ARCH. REF.: **SF7** THEATRE INT. WINDOW
 TUBELITE T14000
 QUANTITY: 1

SALES: AJ PEDERSON
 PM: ERIC JONES
 DRAWN BY: AARON KOLLER

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PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION: DETAILS
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SALES: AJ PEDERSON
PM: ERIC JONES
DRAWN BY: AARON KOLLER

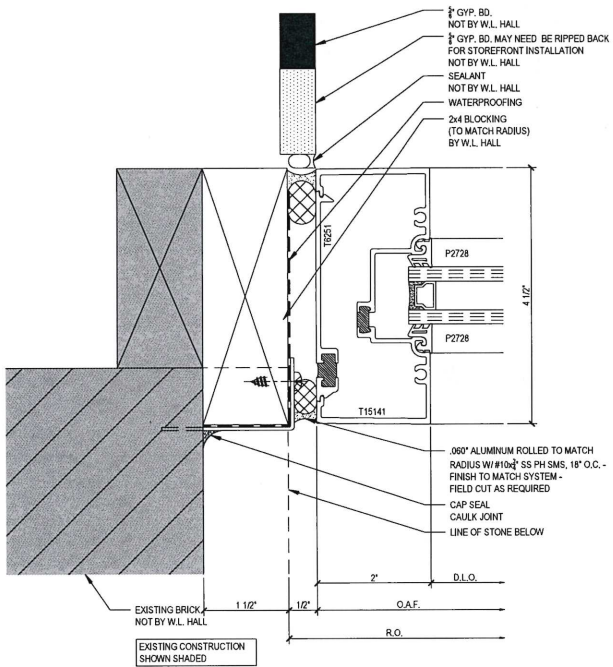
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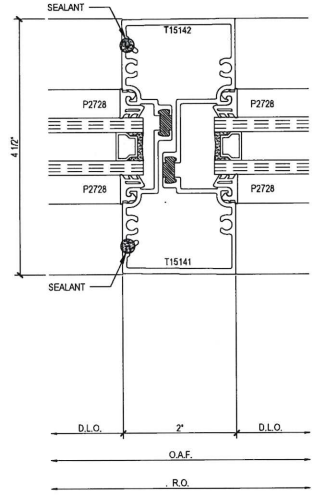
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LOCATION: ALBERT LEA, MN 56007
ARCHITECT: APPEX
CONTRACTOR: APPEX

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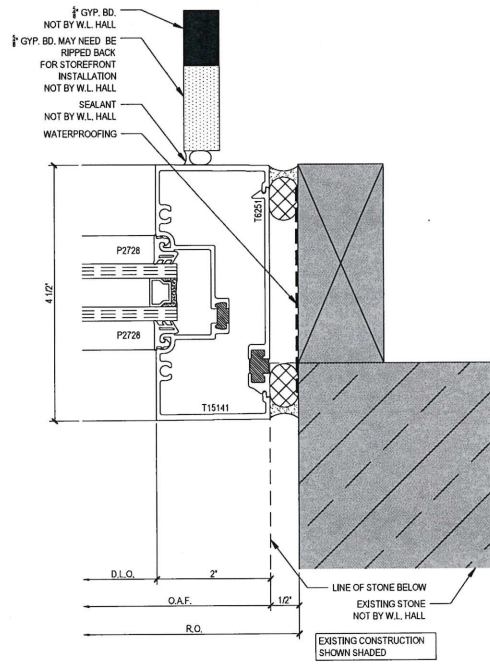
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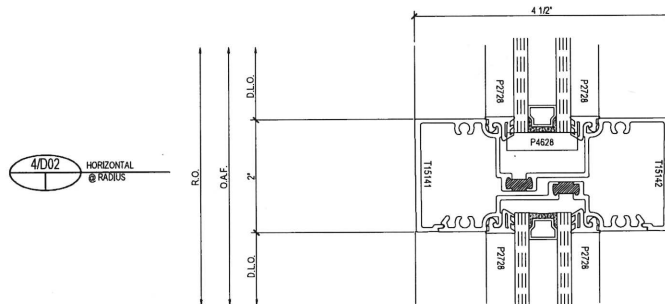
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2/D02 VERTICAL



3/D02 JAMB



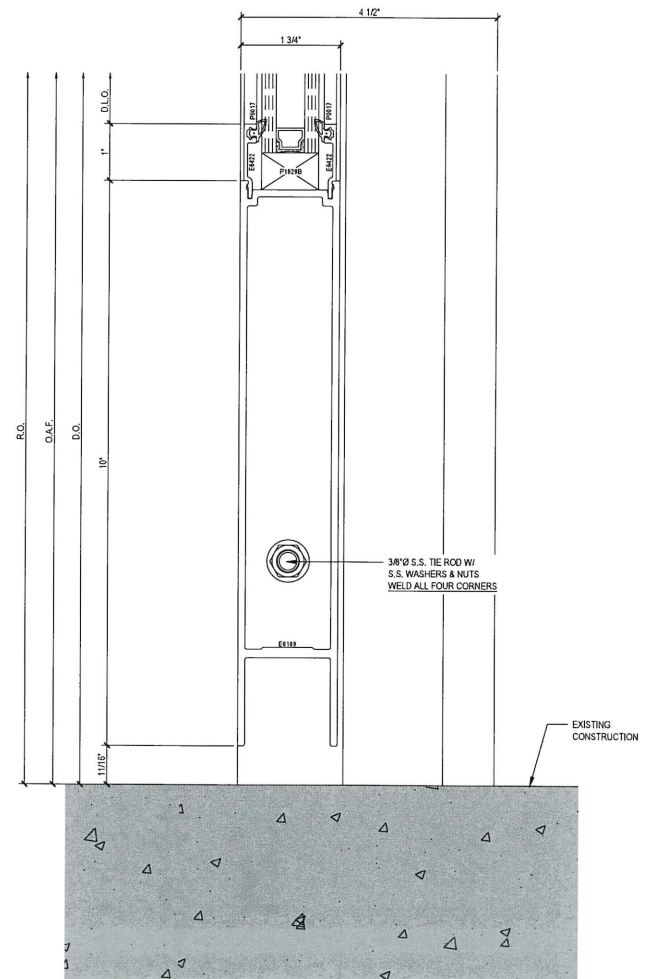
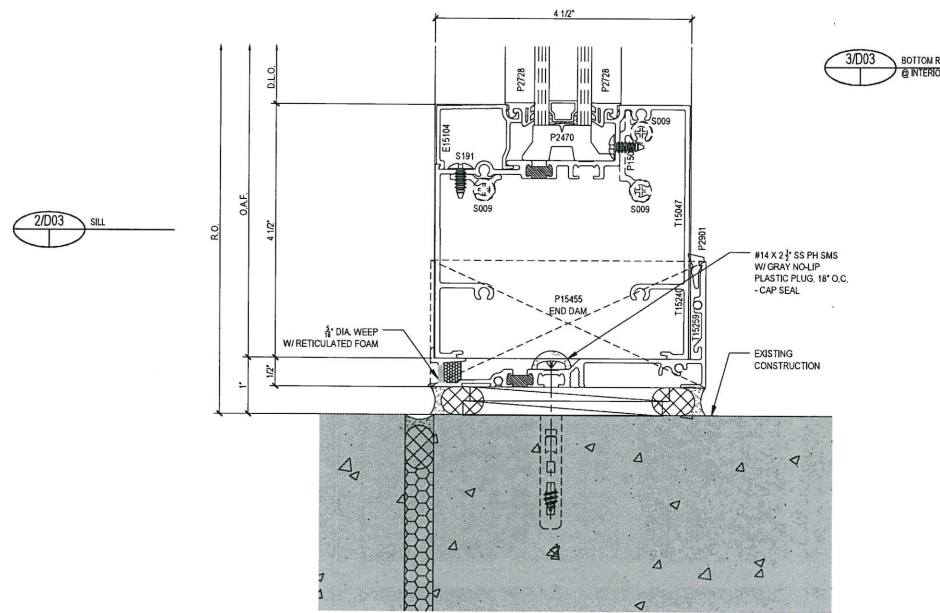
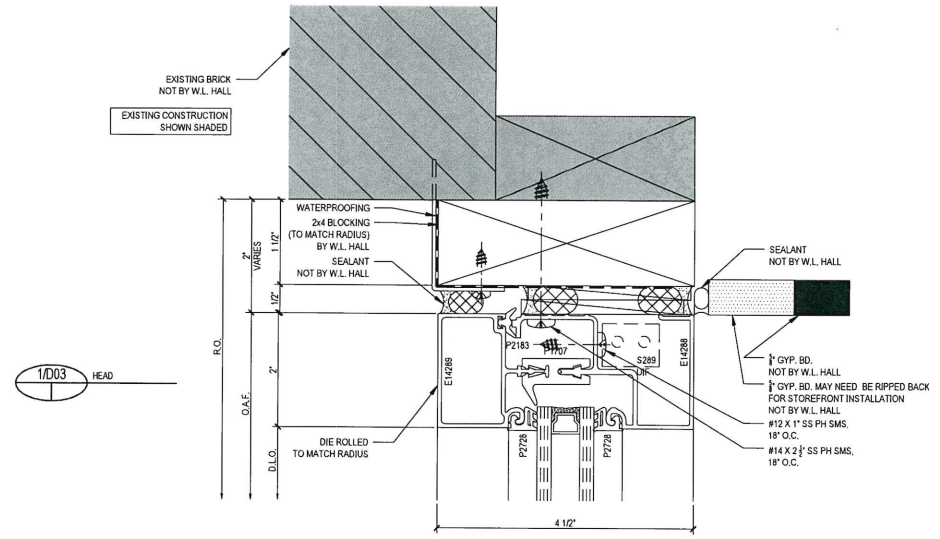
4/D02 HORIZONTAL @ RADIUS

SALES: A. FREDERSON
 PIA: ERIC JONES
 DRAWN BY: ARRON KOLLER

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PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION: DETAILS
 SCALE: FULL
 JOB #: 14-15835
 SHEET #: D03

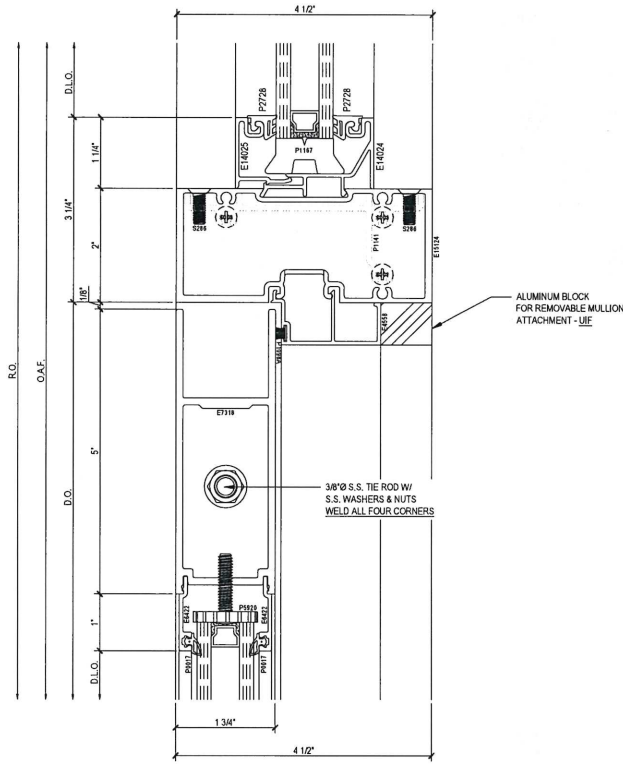


SALES: AL PEDERSON
 PM: ERIC JONES
 DRAWN BY: AARON KOLLER

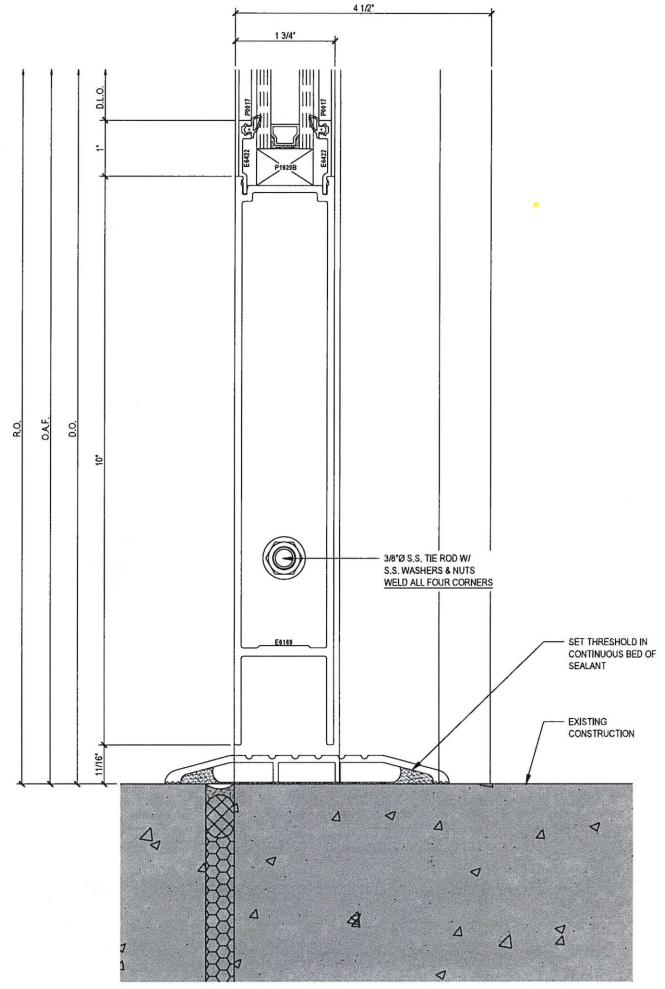
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PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION: DETAILS
 SCALE: FULL
 JOB #: 14-15835
 SHEET #: D04



1/D04 DOOR HEAD
 TRANSOM



2/D04 BOTTOM RAIL

SALES: AJ PEDERSON
 PM: ERIC JONES
 DRAWN BY: AARON KOLLER

| REV | DATE | BY | CHECKED |
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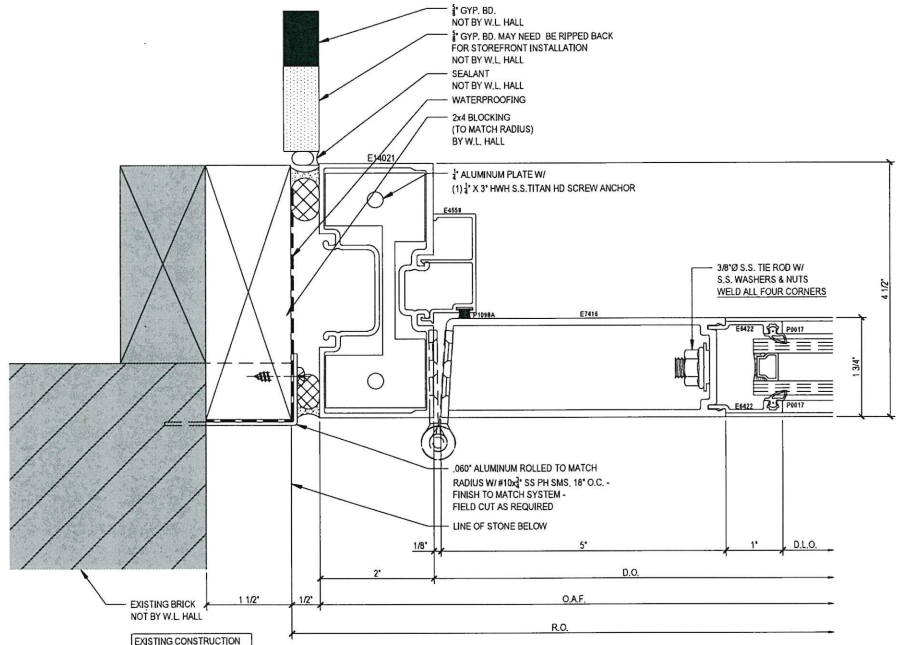
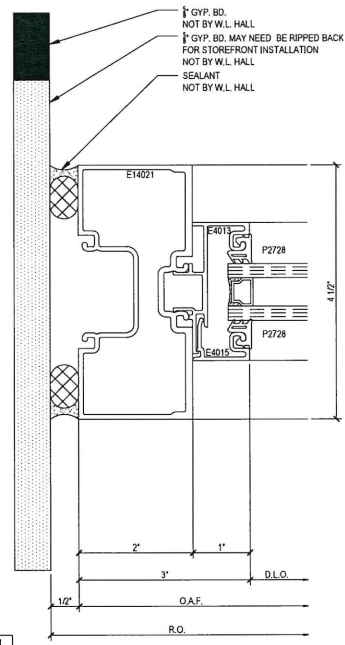
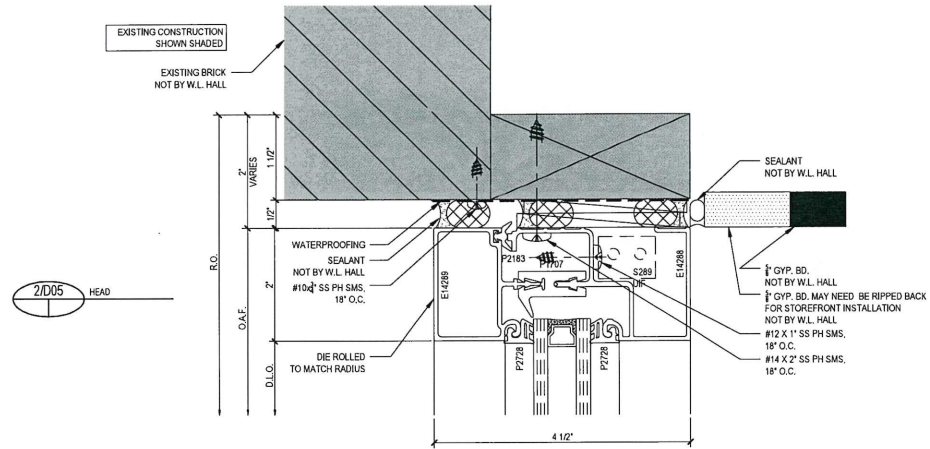
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 LOCATION: ALBERT LEA, MN 55007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION: DETAILS

SCALE: FULL

JOB #: 14-15835

SHEET #: D05



EXISTING CONSTRUCTION SHOWN SHADED

1/D05 DOOR JAMB @ TRANSOM

EXISTING CONSTRUCTION SHOWN SHADED

3/D05 DOOR JAMB @ TRANSOM

SALES: A. PEDERSON
 PR: ERIC JONES
 DRAWN BY: AARON KOLLER

| REV. | DATE | BY | CHECKED |
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| 01/13/25 | AK | EJ | |

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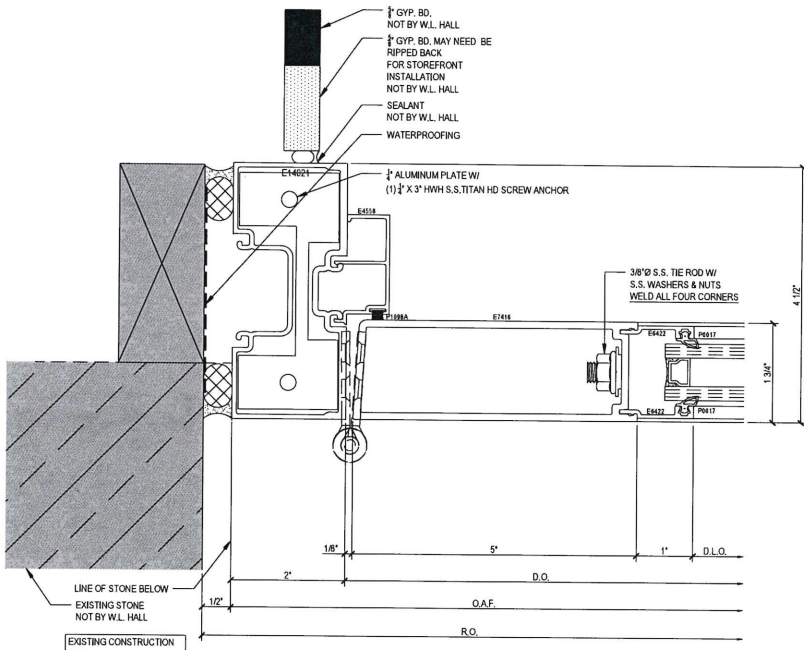
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 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

SHEET DESCRIPTION:

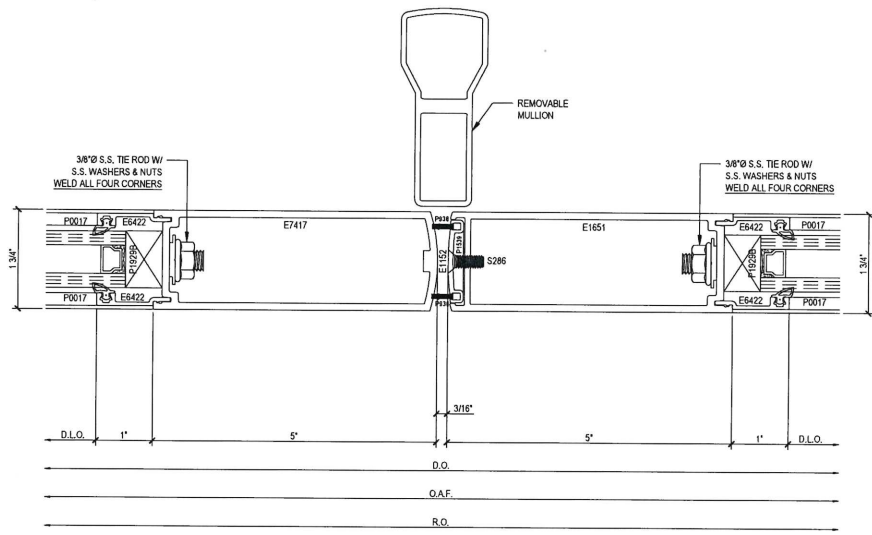
DETAILS

SCALE: FULL
 JOB # 14-15835
 SHEET #

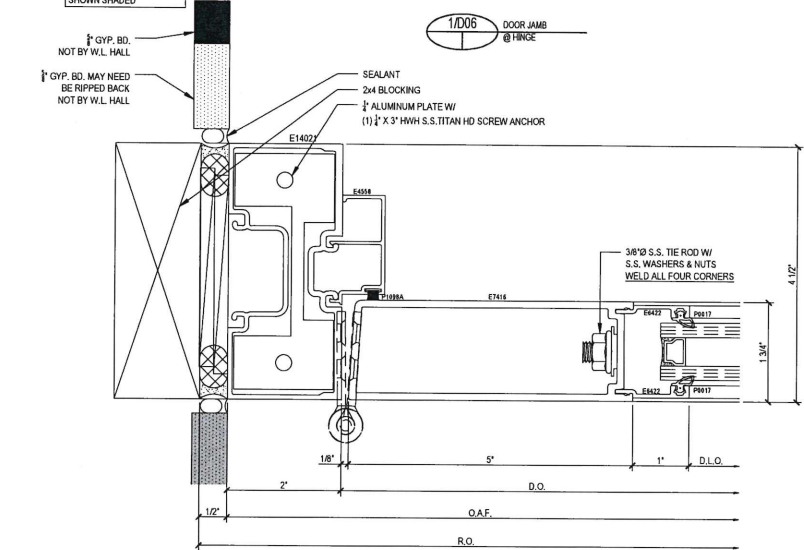
D06



1/D06 DOOR JAMB @ TRINGE



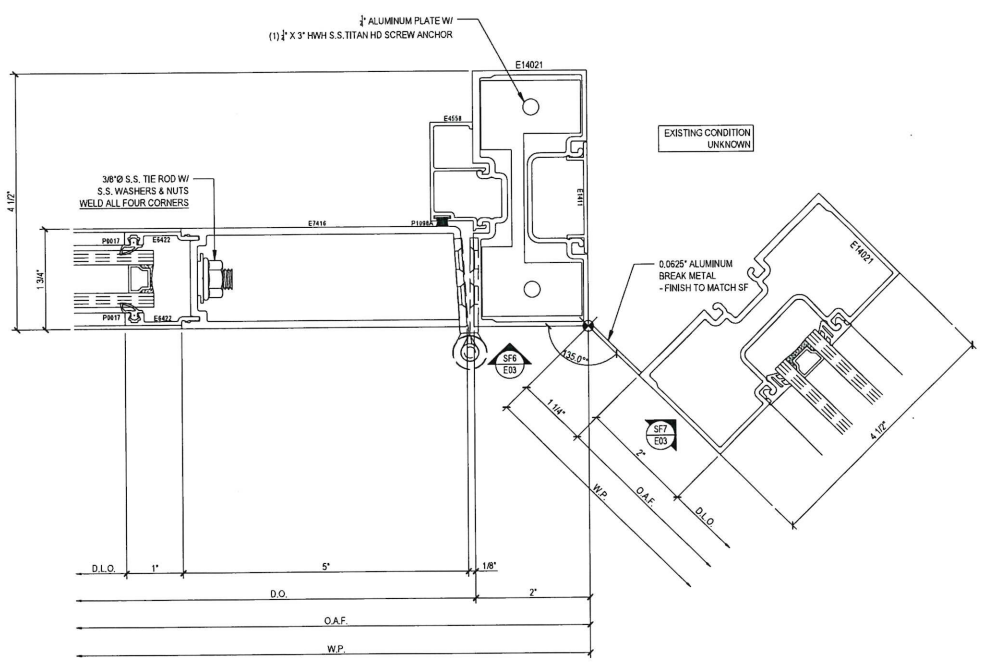
3/D06 MEETING STILES



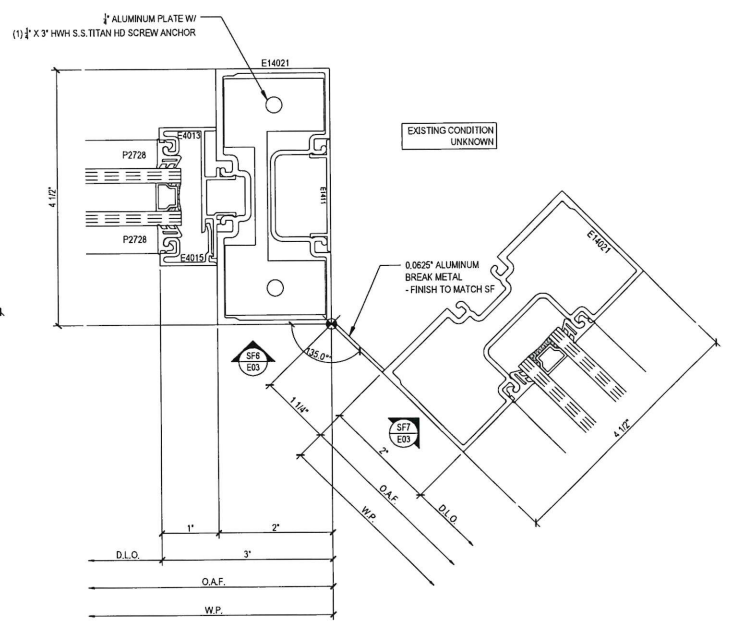
2/D06 DOOR JAMB @ TRINGE

SALES: AJ PEDERSON
 PM: ERIC JONES
 DRAWN BY: AARON KOLLER

| REV. | DATE | BY | CHECKED |
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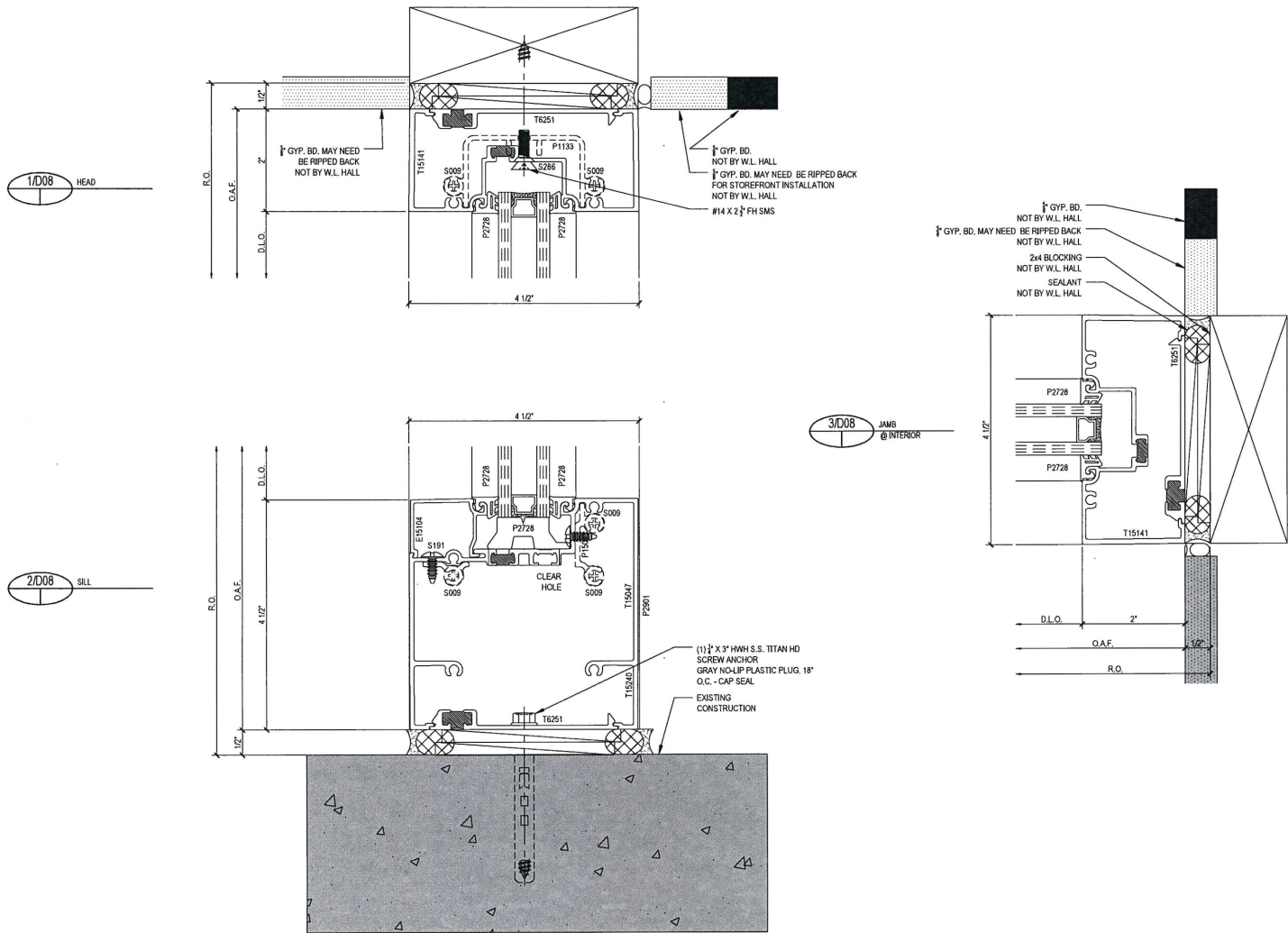
1/D07 DOOR JAMB @ CORNER



2/D07 TRANSITION TO JAMB @ CORNER

PROJECT NAME: ALBERT LEA THEATRE
 LOCATION: ALBERT LEA, MN 56007
 ARCHITECT: APEX
 CONTRACTOR: APEX

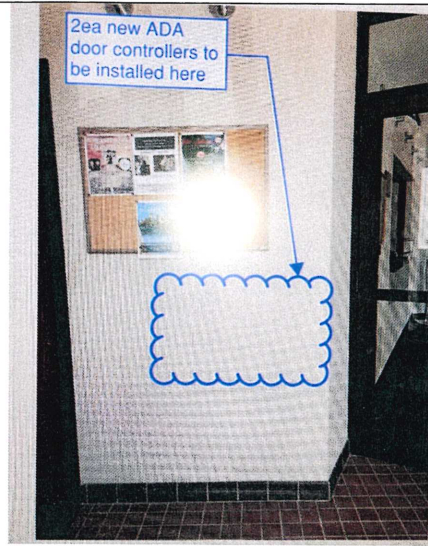
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 SHEET #: D07



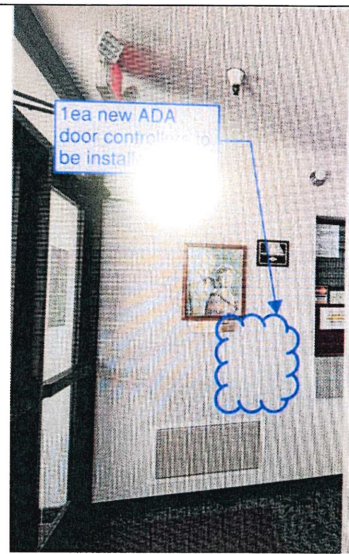
ADA door controllers for the Marion Ross PAC



Exterior controller



Vestibule interior controllers



Lobby controller

TO: Heritage Preservation Commission
FROM: Megan Boeck, City Planner
DATE: March 7, 2025
RE: Certificate of Appropriateness – 232 Washington Ave S

Background & Proposal

SWASH 232 LLC is preparing for phased rehabilitation of 232 Washington Ave S starting this coming summer. Below outlines four different exterior repairs and/or alterations which require a Certificate of Appropriateness.

1. **Window Restoration – East Storefront (Washington Ave)** – The applicant proposes replacement of two window sections flanking each side of the entrance approximately 200” wide by 98” tall (same size as what is currently there). Materials include tempered glass and an aluminum frame.
2. **Window Restoration and Foundation Repairs – South Elevation (Main Street)** – The applicant requested this portion of the application to be removed from consideration for the Certificate of Appropriateness.
3. **Window and Garage Door Restoration – West Elevation (Alley)** – The applicant proposes to remove boarded up windows on the upper level and restore the original steel T-frame window structures with plate glass panes. In addition, the applicant proposes to replace the garage door with a similar style matching the neighboring unit. Lastly, the applicant proposes foundation repairs that include removing paint, grinding and repairing cracks, skim coating, and sealing the foundation.
4. **Existing Signage** – The applicant proposes to remove existing signage except for the shadowbox sign on the southeast corner. Repairs will be made to the light fixture illuminating the signage. In addition, the sign on the southwest corner will be replaced to feature the “Hatch” logo.
5. **New Signage – South Elevation** – The applicant proposes to construct a 15’ wide by 8’ tall sign to cover a previously bricked over window opening that does not match the buildings original brick work.

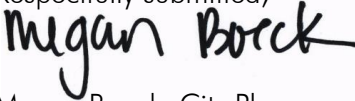
Heritage Preservation Guidelines state that windows and doors shall remain, be maintained regularly, and be repaired using the best preservation practices. Anodized, black, or dark bronze aluminum finish are considered appropriate alternate materials (*page 19 of Albert Lea Historic District Design Guidelines*).

In addition, guidelines state that proposed new signage should be sized and shaped to be compatible with the historic district and building and that appropriate sign types must comply with zoning code (*page 47*). Staff encourages the applicant to verify zoning calculations prior to creating or ordering new signage.

Staff recommends approval of the COA for items 1, 3, 4, and 5, and no action on item 2.

Attachments

- 1) Application
- 2) COA Request Statement

Respectfully submitted,

Megan Boeck, City Planner

Certificate of Appropriateness



221 E Clark Street
Albert Lea, MN 56007
507.377.4349 OFFICE
507.377.4362 FAX
mboeck@ci.albertlea.mn.us

PROPERTY INFORMATION

| | |
|----------------------|---|
| Property Address/PID | 232 South Washington Ave / R34.001.2530 |
|----------------------|---|

PROPERTY OWNER INFORMATION

| | |
|---------------|------------------------|
| Owner Name | SWASH 232 LLC |
| Owner Address | 1126 shore acres drive |
| Owner Phone | 507-383-0280 |
| Owner Email | RachelABC41@gmail.com |

APPLICANT INFORMATION (if different from above)

| | |
|-------------------|----------------------------------|
| Applicant Name | Sarah Lang (SWASH Owner/Partner) |
| Applicant Address | 218 S Washington Ave |
| Applicant Phone | 612-710-7550 |
| Applicant Email | SeaNic@ymail.com |

PROJECT DESCRIPTION

Type of Renovations: New Construction/**Renovation** (circle one)

Briefly describe the type of renovation or changes being proposed (attach additional pages if necessary):
3 Seperate COA requests: Replace/Repair 4 sections of storefront glass on S. Washington, Restoration of foundation and installation of Windows on South Side(Main ST.), Changing existing signage to new tenant name (The Hatch Makerspace). See attachments

Changes in Signage: **New Sign/Restoration of Existing Sign**/Restoration of Historic Sign (circle one)

Replace signage for Litho Print on S.E. corner and Shell Rock on S.W. corner to new tenant logo

Briefly describe the type of sign being proposed (attach graphics/imagery as necessary):

FOR OFFICE USE ONLY

Approved/Denied/Comments:

Any exterior changes in the Historic Preservation District require approval from the Historic Preservation Commission. Most approvals also require a statutory 10-day public hearing notice in the official city newspaper. Please see the reverse side for owner/applicant(s) statement and signature.

OWNER'S STATEMENT

I am the owner of the above described property and I agree to this application. By signing this application, I certify that all fees, charges, utility bills, taxes, special assessments and other debts or obligations due to the City by me or for this property have been paid. I further certify that I am in compliance with all ordinance requirements and conditions regarding other City approvals that have been granted to me for any matter.

Sarah Lang

02/24/25

Owner's Signature

Date

APPLICANT'S STATEMENT (if different from above)

This application should be processed in my name, and I am the party whom the City should contact about this application. I have completed all of the applicable filing requirements and, to the best of my knowledge, the documents and information I have submitted are true and correct.

Sarah Lang

02/24/25

Applicant's Signature

Date

COA Request for 232 S Washington Ave

SWASH 232 LLC is preparing to begin the rehabilitation of **232 South Washington Ave** in the summer of 2025. Formerly home to Litho Printing and originally a Sears department store built in 1946, this historic building will undergo a **phased** restoration.

Our goal is to implement **sustainable and cost-effective** improvements while preserving the building's historic integrity. We are working closely with our architectural partners to ensure all modifications **respect the building's original aesthetics**. As part of this process, we are submitting five Certificate of Appropriateness (COA) requests related to exterior improvements.

1. Window Restoration – East Storefront (Washington Ave)

We request approval to replace the two window sections flanking the entrance, each approximately **200” wide by 98” tall**. These four sections originally consisted of two large **8’ x 8’** plate glass panes separated by a vertical divider, framed in clear aluminum.

Our proposed improvements include:

- Replacing the existing windows with **like-kind materials**, incorporating tempered glass for safety and an **extruded aluminum** frame.
- Modifying the glass sections **so they are** divided into four **4’ x 8’** panes, consistent with the current appearance of the rightmost section (as shown in the attached February 2025 photograph).

2. Window Rehabilitation and Foundation Repairs – South Elevation (Main St Side)

This request pertains to the lower level of the building, focusing on window improvements and foundation repairs.

Background: Originally, the Sears store featured **tiered retail windows decreasing** in size from west to east, as seen in historical photographs. Over time, as **Main Street's elevation changed**, the south-facing windows suffered damage from road debris, leading to multiple alterations. Evidence suggests that the window sizes **were altered** at least twice since the 1970s.

Proposed Improvements:

- **Reopening nine** previously boarded-up window openings.
- Installing new windows with **clear aluminum frames**, matching those on Washington Ave.
- Using **light solar-tinted, insulated tempered glass** for energy efficiency while maintaining the original window widths.
- Adjusting the **window heights** to the 1970s configuration, addressing safety concerns due to the evolving streetscape.
- Repairing openings with resurfacing concrete to seamlessly blend with the original façade.

Additionally, foundation repairs will include:

- **Removing failing paint** through sandblasting.
- **Grinding and repairing previous cracks.**
- **Skim-coating and sealing** the foundation.

We respectfully request that the committee **consider** this solution as a balance between historic preservation and modern sustainability, acknowledging the unavoidable impact of external environmental changes.

3. Window and Garage Door Restoration – West Elevation (Alley Side)

We request approval to:

- Remove boarded-up windows on the upper level and **restore the original steel T-frame window structures** with plate glass panes. The **metal frames will be refinished, and broken panes repaired**, preserving their historic character. Any energy efficiency upgrades will be implemented **internally**, ensuring no visible alterations to the exterior.
- Restore the **garage door** on the north opening, replacing it with a **style matching the neighboring unit**.
- Perform **foundation repairs** using the same method as the South Side.

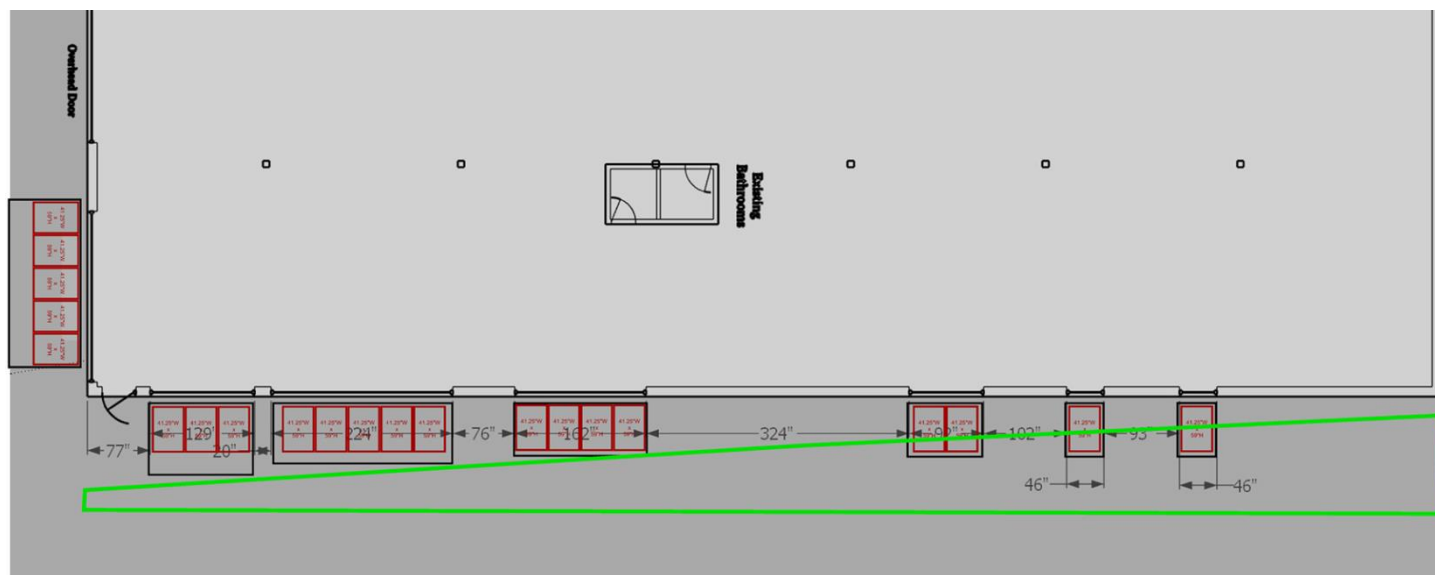
4. Signage Updates – Replacement of Existing Signs

We seek approval to:

- Remove previous tenant signage and install **The Hatch** logo.
- Update the **existing lightbox sign** on the southeast corner from Litho Printing to **The Hatch Logo** (black lettering, green circle, white background).
- Replace the **Shell Rock aluminum sign** on the southwest corner with a like-kind sign featuring **The Hatch logo**.
- Repair the light fixture illuminating the signage.

5. New Signage – South Elevation Blocked Window

A previously **bricked-over window opening** on the **east corner of the south wall** does not match the building's original brickwork. We propose constructing a **15' wide by 8' tall sign** to cover this inconsistency. This approach provides a **sustainable and visually cohesive solution** while enhancing the building's historic district presence.









TO: Heritage Preservation Commission
FROM: Megan Boeck, City Planner
DATE: March 7, 2025
RE: Certificates of Appropriateness – Staff Approvals

Per the updated Heritage Preservation Guidelines, minor projects or projects that comply with the guidelines can be reviewed by staff and receive staff approval. Below are the Certificates of Appropriateness that have been approved by staff to date.

CA2024-006 – 129 Broadway Ave S – Plymouth Shoe Store

Work consists of stucco removal from the rear façade, crack sealing, and painting.

CA2024-007 – 211 Broadway Ave S – Century Partners

Work consists of storefront decals.

CA2024-008 – 130 Clark St W – Leutholds

Work consists of installing non-illuminated letters on the front and rear of the building.

CA2024-009 – 232 Broadway Ave S – Anna Tobacco and Smoke Shop

Work consists of installing a new entry door.

CA2024-010 – 228 Broadway Ave S – Maricle Martial Arts

Work consists of installing window and wall signage, exteriorly lit.

CA2025-001 – 118 Broadway Ave S – Moms Bread Company

Work consists of replacing the name on the existing sign.