

**WABASHA  
HERITAGE PRESERVATION COMMISSION**

**October 30, 2023 9:00 a.m.**

**AGENDA**

- 1. Call to Order (*Chair*)**
- 2. Changes or Additions to Agenda (*Open*)**
- 3. Approval of minutes (*Commission*)**
  - a.** Date of Minutes September 25, 2023
- 4. Design Review-**
  - a.** 119 Pembroke Ave - Transom Window to Front
  - b.** Grantor/Sponsor Panel for Mural on 180 Main Street West
- 5. Possible upcoming review/request for assistance:**
- 6. Old Business/Subcommittee Work**
  - a.** Main Street Update - Flicek
  - b.** Fall SHPO Conference Review - Mann
- 7. New Business**
- 8. Other Business**
- 9. Announcements**
- 10. Next Meeting Date: November 27, 2023**
- 11. Adjourn (*Chair*)**

**Heritage Preservation Commission**

**3. a.**

**Meeting Date:** 10/30/2023

**SUBJECT:** Date of Minutes September 25, 2023

**DEPARTMENT:** Administration

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**TITLE:**

Date of Minutes September 25, 2023

**PURPOSE:**

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**Attachments**

Minutes 9-25-2023

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# DRAFT

## WABASHA HERITAGE PRESERVATION COMMISSION MINUTES SEPTEMBER 25, 2023, 9:00 a.m.

Present: Linda Mann, Commissioner; Mary Flicek, Commissioner; John Rivers, Commissioner;  
Jenny Palmen, Commissioner

Absent: Emily Durand, Commissioner; John Palmen, Commissioner

1. **Call to Order**

The meeting was called to order by Chair Flicek at 9:02 a.m.

2. **Changes or Additions to Agenda**

The revised agenda was discussed. It was noted that the PreserveMN 2023 conference will be discussed during the next HPC meeting.

3. **Approval of Minutes**

- a. Dates of Minutes: 8/28/2023 & 9/5/2023

Motion made by Commissioner Linda Mann, seconded by Commissioner John Rivers to approve the minutes of both meetings as drafted.

**Vote:** 4 - 0 - Unanimously

4. **Design Review**

There were no design reviews.

5. **Possible Upcoming Reviews / Requests for Assistance**

City Clerk Busch reported that an NEC signage proposal will be presented during a future HPC meeting.

6. **Old Business / Subcommittee Work**

- a. Main Street Update  
Chair Flicek provided an update regarding mural insurance. The process of gifting public art to the City was reviewed. The Public Places are Sacred Spaces mural capstone event and the anticipated timeline were discussed. An upcoming coffee meeting at the Anderson House on November 9 was discussed.

- b. Downtown Construction Q & A  
Recent accessibility issues were discussed. The athletic field project was discussed. The benefits of weekly project updates were noted.

**7. Announcements**

A recent Rethos walking tour was discussed. Applications for a new grant program were discussed.

Additional project updates were provided. Promotion of the mural project was discussed.

Conference attendance was discussed.

A presentation by author Olaf Danielson at the Reads Landing Museum on October 8 was discussed. Historic bridges in the area were discussed. Museum events and hours were reviewed. A recent auction was discussed.

An Anderson House update was provided.

**8. Next Meeting Date: October 23, 2023**

The next meeting was discussed. Chair Flicek indicated that she would be unable to attend the meeting.

**9. Adjourn**

Motion made by Commissioner Jenny Palmen, to adjourn the meeting. The meeting adjourned at 9:27 a.m.

**Vote:** 4 - 0 - Unanimously

Respectfully submitted by: \_\_\_\_\_  
Wendy Busch, City Clerk

\_\_\_\_\_  
Adopted Date

**Heritage Preservation Commission****4. a.****Meeting Date:** 10/30/2023**SUBJECT:** 119 Pembroke Ave - Transom Window to Front**DEPARTMENT:** Administration

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**TITLE:**

119 Pembroke Ave - Transom Window to Front

**PURPOSE:****ITEM SUMMARY:**

Mike Sholing has made an application to insert transom windows at 119 Pembroke Ave in the lower store front. The windows will be black to match the upper windows in the building as well as his property to the north at 113 Pembroke Ave. Staff spoke to Tracy Sholing onsite. It was confirmed that there will be three windows with gridlines all in black. While onsite staff was able to see that it was likely windows were present in this location in the past. With the reintroduction of windows and natural light into the space it will enhance the new intended use of an art studio. Below is

**Checklist based on adopted HPC Design Guidelines, & Secretary of Interior Standards****Requirements of Specific Project Proposed**

<b>Window Checklist</b>	<b>Findings for Approval</b>	<b>Findings for Denial</b>
<b>1. Are the present windows ornamental, fine examples of historic design or craftsmanship or the most dominant visual element of the building and does the proposed design preserve and retain these elements?</b>		
<b>2. Are original materials and features still present being repaired and retained to the extent possible? If replacement is proposed, is there evidence (an evaluation with photos) that the work proposed meets the level of deterioration present?</b>		
<b>3. If new windows are proposed, are the proposed replacements consistent with the style (size, shape, proportions, and configuration) of the current or historic windows?</b>		
<b>4. Do proposed new windows contribute to the appearance of the façade following the historic pattern of window size, openings, proportion and arrangements for this specific building?</b>		

<p><b>5. Do proposed new windows contribute to the appearance of the façade following the historic pattern of frame and sash proportion, muntin profiles, materials, color, glass, hoods, sills and other decorative elements in the same way historic windows did for this specific building?</b></p>		
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**STAFF RECOMMENDATION:**

Approval of the reintroduction of the transom windows as presented in the application dated 9/25/2023

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**Attachments**

Application

Store Front Picture

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HISTORIC PRESERVATION COMMISSION  
DESIGN REVIEW APPLICATION

The HPC respectfully requests all applicants or an assignee attend the design review meeting. The Commission has 60 days to review all applications, however, submittal of a complete application 14 days or more before a meeting will typically secure a spot on the next meeting agenda.

Address of Design Review: 119 Pembroke Ave

Applicant: Mike Sholing Phone: \_\_\_\_\_  
Address: 65939 142nd Ave Cell: 507-259-3949  
e-mail: \_\_\_\_\_

Owner (if different): 65939 142nd Ave Phone: 507-259-3999  
Address: Wabasha MN 55981 e-mail: \_\_\_\_\_

Historical use or name of building or site (if known)

Type of work proposed (attach additional pages as necessary)

Reversio Space, New Heat Pump, Add 2<sup>nd</sup> To BATH Room  
Add G<sup>rd</sup> Double door To Back, Add Transom windows  
to Front, New LVP Flooring.

ATTACHEMENTS REQUIRED:

1. A current photograph of the building or site where work is proposed
2. An illustration of proposed work to be completed
3. Samples of exterior materials, paint chips, or other appropriate material examples
4. Historic photos (if available) of the site/building where work is proposed

Michael T. Sholing  
Applicants Signature

9-25-2023  
Date

Office use only

Date application submitted 9-25-2023 Date application complete 9-25-2023

15 day notice \_\_\_\_\_ 60 day notice \_\_\_\_\_

## HISTORIC DISTRICT DESIGN REVIEW QUICK LIST FOR PREPARING APPLICATION

- ☐ Current Photos of building/site where changes will occur  
*(include both views from street and close up details of area to be changed and features already present)*
- ☐ Detailed sketch of proposed changes to site - *interior work*  
*(The more involved the project, the more detailed your sketch should be. For some projects an architect produced drawing may be recommended)*
- NA ☐ Paint chips and/or sample materials to be used
- ☐ Historic photos or information about the history of the building and site (if available)
- ☐ Provide a time line for construction (when do you expect to start and complete the project?) *ASAP*  
*Completed by 12-1-2023*
- ☒ Filled out **application form along with assembled items above must be submitted 1 week prior** to the meeting where design review will occur.  
*(sample materials may be brought to the meeting if not available ahead of time)*

Ordinances and requirements along with Design Guidelines used to review all projects are available from City Hall.

The City Planner (Molly) is available to answer questions at 651-565-4568 or [cityplan@wabasha.net](mailto:cityplan@wabasha.net)



## Heritage Preservation Commission

4. b.

**Meeting Date:** 10/30/2023

**SUBJECT:** Grantor/Sponsor Panel for Mural on 180 Main Street West

**DEPARTMENT:** Administration

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### TITLE:

Grantor/Sponsor Panel for Mural on 180 Main Street West

### PURPOSE:

### ITEM SUMMARY:

An application has been received from Sue Mundy & George Hill for an attached Grantor/Sponsor panel under the staircase on the rear of 180 Main Street West at Hills Hardware Hank. The sign will be printed on a vinyl sheet and adhered to a 3mm board of polymetal and secured to a 2x4 structure to the staircase. The sign will be 42"x60" and falls within the allowed signage for the property given Hills has 3 frontages. (Main Street, Alleghany Ave, Big Jo) This signage is not advertisement but rather informational. The top half will provide information regarding the Public Places Are Sacred Spaces mural and the lower portion will provide space for Grantors/Partners/Volunteer & Donors.

### COMMITTEE RECOMMENDATION:

Review the checklist for Sign Approval

Y	N	N.A.	With the proposed sign is the total <i>square footage</i> of signage at or under that allowed
Y	N	N.A.	With the proposed sign is the total <i>number</i> of signs at or under that allowed
Y	N	N.A.	Is the type of sign proposed listed in Section 153.45“SIGNS TYPES” and does it meet the requirements indicated there
Y	N	N.A.	Is the sign comprised of metal or wooden base with a molding around the edge and the letters painted or applied <b>Or</b> does the Commission <b>find</b> that the materials proposed duplicate the appearance of materials historically used in sign manufacturing
Y	N	N.A.	Are the lettering styles legible and do the words, pictures, names, symbols and/or logos relate to the character of the property's use
Y	N	N.A.	Does the proposed sign contain no more than two lettering styles
Y	N	N.A.	Does the lettering occupy no more than 60% of the sign's total area
Y	N	N.A.	Do the capital letters extend no more than 75% of the height of the sign background
Y	N	N.A.	Are there no more than two colors (or three for highlighting) and are they compatible with the building façade
Y	N	N.A.	Does any part of the sign move or create the illusion of movement in any manner

Y	N	N.A.	Are all other signs on the property kept in good repair and in proper state of preservation and working order
Y	N	N.A.	Does the proposed sign adversely affect the Heritage Preservation Landmark or District based on the Heritage Preservation Guidelines or Secretary of Interior Standards

**STAFF RECOMMENDATION:**

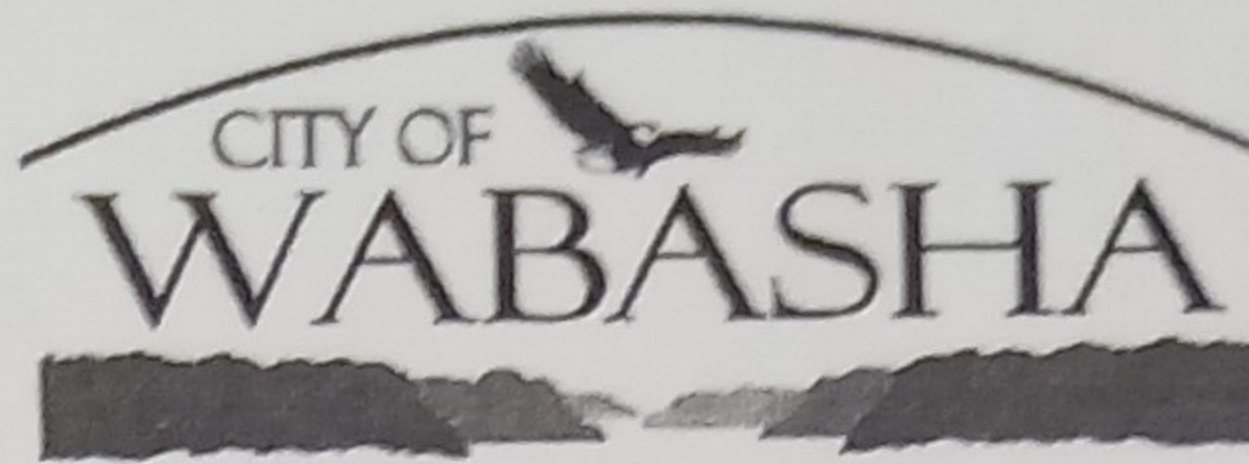
Staff suggest a motion to approve as follows: To approve the application for a sign permit for Public Places Are Sacred Spaces Sponsor/Donors sign dated 10/20/2023.

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**Attachments**

Application  
pics  
pic 2

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HISTORIC PRESERVATION COMMISSION  
DESIGN REVIEW APPLICATION

The HPC respectfully requests all applicants or an assignee attend the design review meeting. The Commission has 60 days to review all applications, however, submittal of a complete application 14 days or more before a meeting will typically secure a spot on the next meeting agenda.

Address of Design Review: Backside of 180 Main St. West

Applicant: Sue Mundy / George Hill Phone: 651-565-3743  
Address: 22869 664th St. Wabasha, MN Cell: "  
e-mail: sue.linc@riverland.org

Owner (if different): George Hill Phone: 651-564-0427  
Address: 180 Main St. West e-mail: geo.hank@hotmail.com

Historical use or name of building or site (if known)

Hill's Hardware Bank

Type of work proposed (attach additional pages as necessary)

Attach a Grantor/Sponsor Panel under staircase  
on backside of building. To be installed before  
or on Nov. 18, 2023

ATTACHEMENTS REQUIRED:

1. A current photograph of the building or site where work is proposed
2. An illustration of proposed work to be completed
3. Samples of exterior materials, paint chips, or other appropriate material examples
4. Historic photos (if available) of the site/building where work is proposed

Sue Mundy  
Applicants Signature

10-20-23  
Date

Office use only

Date application submitted \_\_\_\_\_ Date application complete \_\_\_\_\_

15 day notice \_\_\_\_\_ 60 day notice \_\_\_\_\_

This is a rough draft of what the accompanying panel will look like.  
Need to fill in Dakota names for plants and continue to add donor names.

Size: 42" x 60"  
Fonts: Amerigo BT and Arial (regular and bold)  
Background color: Same as neighboring building.  
Font color: Gold

This will be printed on a vinyl sheet then adhered to a 3mm board of polymetal. It will be secured to a 2x4 structure that is secured to the staircase and building on the right.

# PUBLIC PLACES ARE SACRED SPACES

## WABASHA MAIN STREET PROJECT 2023

A Collaborative work lead by Susan Degnan Mundy, painter, with Native bead artist Jalayahraven WhiteCloud, and Native artist and educator Inkpa Mani.

Video  
QR  
CODE

Use this QR code or visit [wabashamainstreet.org](http://wabashamainstreet.org) to learn about this mural. Listen to native stories about this place, the significance of the elements in the mural, and the "healing plants" bead design. This video is 40 minutes long.

Plant Identification	
Dakota	English
1	Prairie Crocus
2	Flame Flower
3	Choke Cherry
4	
5	
6	
7	
8	Coneflower
9	Bergamot
10	Sage
11	Flame Flower
12	Blood Root

Original beadwork may be seen at the National Eagle Center.

### Thank You

#### GRANTORS & PARTNERS

southeastern minnesota arts council  
This activity is made possible through a grant from the Southeastern Minnesota Arts Council in cooperation with a private foundation.

— NATIONAL —  
**EAGLE**  
— CENTER —

With Support from the  
RUTH GALE and GEORGE DOFFING FOUNDATION

Blandin Foundation™  
STRENGTHENING RURAL MINNESOTA

Wabasha-Kellogg Area Community Boost

WABASHA KELLOGG AREA  
COMMUNITY FOUNDATION

Hill's Hardware Hank

#### VOLUNTEERS

Claire Hall  
Carolyn Emory  
Jada Fries  
Jean Fries  
Sarah Fries  
Sue Hampe  
Toni McMillin  
Abigail Hall  
Bev Hall  
Bruce Kinlund  
Amy Glomski  
Mary Jo Bussian  
Linda McMillin  
Ivy Patterson  
Claire Abbott  
Mary Flicek  
Jan Brunkow  
Joanie Passe  
Georgette Schumacher

Eric Pierson  
Mary O'Brien  
Jeanie Wodele  
Emily Durand  
Thea Durand  
Laura Fredrickson  
Julie Anderson  
Jennifer Christoffer  
Norma Pries  
Carol Larson  
Bob Holtan  
Janet Runions  
Michelle Meyer  
Lisa Allen  
John Mundy  
George Hill  
Christopher Hill  
Dave Mentch  
Soren Rasmussen

#### Individual Donors

Mary Ann Mundy

## PUBLIC PLACES ARE SACRED SPACES

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Plant Identification  
Dakota English  
1 Prairie Grass  
2 Flower Hoses  
3 Choke Cherry  
4  
5  
6  
7  
8  
9  
10  
11  
12



Gnawflower  
Bergamot  
Sage  
Flower Hoses  
Blood Root  
Original beadwork may be seen at the National Eagle Center.

#### Thank You

##### GRANTORS & PARTNERS



Blandin Foundation  
Wabasha-Kaskaskia Area Community Boost



##### VOLUNTEERS

Claire Hall  
Carrigan Emory  
Jada Fries  
Joan Fries  
Sarah Fries  
Sun Harp  
Tom McMillin  
Abigail Hall  
Bev Hall  
Bruce Kurland  
Amy Gorman  
Mary Jo Bunsen  
Ivy Patterson  
Claire Adolph  
Mary Flick  
Jan Brunkow  
Joanne Press  
Georgie Schumacher

Eric Peterson  
Mary O'Brien  
Jeanie Wootte  
Emily Durand  
Thia Durand  
Laura Fredrickson  
Julie Anderson  
Jennifer Christoffer  
Norma Pries  
Carol Larson  
Amy Gorman  
Jared Humana  
Michelle Meyer  
Lisa Allen  
John Mundy  
George Hill  
Christopher Hill  
Dave March  
Soren Rasmussen

##### Individual Donors

Mary Ann Mundy

