

WABASHA HERITAGE PRESERVATION COMMISSION

May 20, 2024 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 4-22-2024
4. **Design Review-**
 - a. 222 Main St W (High Valley)
 - b. 257 Main St W (Schoen Dentistry)
 - c. 110 Main St W (National Eagle Center)
5. **Possible upcoming review/request for assistance:**
6. **Old Business/Subcommittee Work**
 - a. Main Street Update: Flicek
7. **New Business**
8. **Other Business**
9. **Announcements**
 - a. PreserveMN 2024 is in Red Wing September 18-20th. - Great location and opportunity for day trips!! More to come.
10. **Next Meeting Date: June 24, 2024**
11. **Adjourn** (*Chair*)

Heritage Preservation Commission

3. a.

Meeting Date: 05/20/2024

SUBJECT: Date of Minutes 4-22-2024

DEPARTMENT: Administration

TITLE:

Date of minutes 4-22-2024

PURPOSE:

Attachments

Minutes

DRAFT

HERITAGE PRESERVATION COMMISSION MINUTES APRIL 22, 2024, 9:00 a.m.

Present: Linda Mann, Commissioner; Emily Durand, Commissioner; Bill Jewson, Commissioner; John Rivers, Commissioner; Jenny Palmen, Commissioner

Absent: Mary Flicek, Commissioner; Janet Runions, Commissioner

Also Present: Lisa Springer, Office Manager

1. Call to Order (*Chair*)

HPC meeting was called to order by Jenny Palmen at 9am.

2. Changes or Additions to Agenda (*Open*)

There is plenty of space for signage, all design requirements have been met. A question from Commissioner Rivers was if the sandwich board style was allowed. The business owners will not be leaving the board outside all day. It will only be out during business operating hours. Motion to approve the design application for signage as submitted.

Motion made by Commissioner Emily Durand, seconded by Commissioner John Rivers

Vote: 5 - 0 - Unanimously

3. Approval of minutes (*Commission*)

Motion made by Commissioner Emily Durand, seconded by Commissioner Linda Mann to approve the minutes as drafted.

Vote: 5 - 0 - Unanimously

- a. Date of Minutes March 25, 2024

4. **Design Review-**

- a. 162 Pembroke Ave - Signage Review Mississippi River Flavor Co.

5. **Possible upcoming review/request for assistance:**

222 Main St W-John "Lee" Schweisberger for High Valley. No motion needed, discussion only.

6. **Old Business/Subcommittee Work**

- a. Main Street Update - Commissioner Flicek

7. **New Business**

- a. May is Preservation Month

8. **Other Business**

- a. 171 Pembroke Repairs/Maintenance

Commissioners agreed with staff that there is no need for formal application since it is a maintenance repair only. No motion, discussion only.

9. **Announcements**

- a. **Wabasha County Historical Society & Museum Opening**

The Wabasha County Historical Society & Museum will have its grand opening on Saturday, May 18th. In collaboration with the Wabasha Public Library, the Wabasha County Historical Society will be hosting Minnesota Author Teresa Wilhelm Waldof on Sunday, May 19th, at 2:30 pm at the Reads Landing Schoolhouse Museum. Theresa Waldof is the author of the book, Wilhelm's Way: The Inspiring Story of the Iowa Chemist Who Saved the Manhattan Project, in which she shares the untold story of the top-secret work on the Manhattan Project in Iowa.

Commissioner Linda Mann is also going to the Minnesota Alliances of Local History Museum in Duluth.

Sue Mundy will be designing a mural with funding from a SELCO grant & Blandin grant. Local Lighting Rod Award from RETHOS was given to Commissioner Mary Flicek.

10. Next Meeting Date: *Need to reschedule due to Memorial Day*

Motion made by Commissioner Emily Durand, seconded by Commissioner Linda Mann to reschedule the next meeting for Monday, May 20, 2024 due to Memorial Day conflict.

Vote: 5 - 0 - Unanimously

11. Adjourn (Chair)

With no further business to discuss, the meeting was adjourned at 9:34am.

Respectfully submitted by: _____
Wendy Busch, City Clerk

Adopted Date

Heritage Preservation Commission

4. a.

Meeting Date: 05/20/2024

SUBJECT: Design Review-222 Main St W

DEPARTMENT: Administration

TITLE:

222 Main St W (High Valley)

PURPOSE:

ITEM SUMMARY:

Signage Review for High Valley for 5 cling window signs and 1 exterior hanging sign

Attachments

High Valley-Sign Permit & HPC Application

Staff Report



**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: 222 Main St W

Applicant Name: John "Lee" Schweisberger Phone: 651-564-1491

Address: 118 4th Grant Blvd W

Email: highvalley710@gmail.com

Owner Name (if different): David Fisk Phone: 651-564-3299

Address: 308 Skyline Drive Wabasha MN 55981

Email: thefisks@msn.com

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

Type of work proposed (*attach additional pages as necessary*)

Lettering + Signs for business

ATTACHMENTS REQUIRED:

1. A current photograph of the building or site where work is proposed.
2. An illustration of the 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.

John Schweisberger
Applicants Signature

5-6-24
Date

Office use only.

Date application submitted: 5-6-24 Date application complete: _____

15-day notice: _____

60-day notice: _____

HISTORIC DISTRICT DESIGN REVIEW CHECKLIST

QUICK LIST FOR PREPARING APPLICATION



Current Photos of the building/site where changes will occur.

(include both views from the street and close-up details of the area to be changed and features already present)



Detailed sketch of proposed changes to the site.

(The more involved the project, the more detailed your sketch should be. For some projects an architect-produced drawing may be recommended)



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 timeline for construction (when do you expect to start and complete the project?)

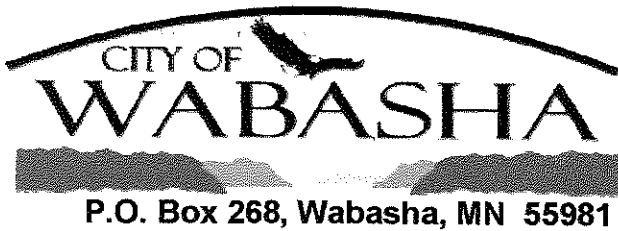


The **application form along with the assembled items above must be submitted 1 week prior** to the meeting where the design review will occur.

(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.

Contact Wendy Busch, City Clerk to answer questions at:
651-565-4568 or clerk@wabasha.org



(For staff use only)
Date Received: 5-6-24
Submitted to HPC ☒ Yes ☐ No
Date Submitted 5-6-24
Submitted to Planning Commission
☐ Yes ☐ No
Date Submitted _____

SIGN PERMIT APPLICATION

Legal Description: High Valley business sign/window Lettering Date: 5-2-24
Owner: John "Lee" Schweisberger Phone: 651-564-1491
Address: 222 Main Street W (Adavefisk Property)
Applicant: High Valley - John "Lee" Schweisberger Phone: 651-564-1491
Address: 222 Main Street W
Address where sign will be placed: 222 Main St W (attach illustration also)

Zoning District

- | | |
|---|---|
| <input type="checkbox"/> Residential Conservancy | <input type="checkbox"/> RR Limited Ag. |
| <input type="checkbox"/> RR Growth | <input type="checkbox"/> R1 Residential |
| <input type="checkbox"/> R2 Residential | <input checked="" type="checkbox"/> TDC Traditional Downtown Commercial |
| <input type="checkbox"/> GC General Commercial | <input type="checkbox"/> HC Highway Commercial |
| <input type="checkbox"/> I Industrial | <input type="checkbox"/> Shoreland Overlay (S1, S2, S3, S4) |
| <input checked="" type="checkbox"/> Historic District | <input type="checkbox"/> CUP required |

Number of new signs proposed 1

Type of Sign Requested (check as many as apply)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Attached/Wall | <input type="checkbox"/> Temporary _____ (type) |
| <input checked="" type="checkbox"/> Projecting | <input type="checkbox"/> Banner/Flag Sign |
| <input checked="" type="checkbox"/> Suspended | <input type="checkbox"/> Awning Sign |
| <input type="checkbox"/> Permanent Freestanding | <input type="checkbox"/> Portable Freestanding |
| _____ (type e.g. post) | _____ (type e.g. post) |
| <input checked="" type="checkbox"/> Window Sign - <u>5</u> | <input type="checkbox"/> Other _____ (see definitions) |

Is lighting proposed? Yes ☐ No ☒ If yes, describe _____ (type, intensity, location)

Please provide a list of existing signs to be retained (indicating sign, location, & size)

Attach drawing or photograph of the proposed sign including dimensions and location (see reverse side).

I hereby certify with my signature that all data on my application form, plans and specifications is true and correct to the best of my knowledge.

John Lee Schweisberger 5-6-24
Signature of applicant

Fee: \$75.00 Cash

Granted: _____ Rejected: _____
date date

Rosa Prunger 5/6/2024
signature - authorized city personnel

Red boxes highlight affected areas only. There will be no red boxes on the actual building.

Metal Sign

Remove old, deteriorating sign frame.

Size of Sign

- Length - 18"
- Width - 18"
- Total sqft - 2.25sqft

Lettering

- Length of lettering - 16"
- Height - Lowercase 1"
Uppercase 2"
- Percent of sign covered
with lettering - approx
25%



Sign Location

- Distance from roof - Approx
30ft
- Distance from building sides
- on right edge
- Distance from ground - 10ft
- Distance projecting from
wall - 26"
- Distance from closest
window (no door) - 20"

NO LIGHTING

Sign Material and Construction

- High Quality, machine printed,
metal sign
- Stainless Steel eyebolts
- Stainless Steel fasteners(screw and
anchor)
- Utilize existing mount holes with
previous protruding pole(as
pictured)

 Colors are black
 and white only

Vinyl Window Lettering x 4

Size of Lettering

- Length - 37"
- Height - 7"

Lettering

- Length of lettering - 37"
- Height - Lowercase 6"
Uppercase 7"

Sign Location

- Distance from roof - Approx
35ft
- Distance from building sides
- edge to edge
- Distance from ground - 35"
- Distance from closest
window - on windows and
door
- Size of 4 windows - 69" x 37"

NO LIGHTING

I am installing inside to reflect through the
window so they do not weather

LetterMaterial

- High Quality, machine cut, vinyl
adhesive lettering
- White Lettering

White color only

*Door to have 21"x9" Logo in white
vinyl letting. Logo is to be centered
on the entrance door both vertically
and horizontally. Approx 5ft off the
ground.* (as pictured)



HIGH VALLEY

THC | DRINKS | EDIBLES

LOCALLY OWNED AND OPERATED



REMOVE EXISTING
DETERIORATING SIGN

New sign
location,
zoom to see
existing
mounting
holes from a
previous
sign.



New proposed sign
and placement.
(rough copy and paste
not actual photo)

Metal Sign

Remove old, deteriorating sign frame.

Size of Sign

- Length - 18"
- Width - 18"
- Total sqft - 2.25sqft

Lettering

- Length of lettering - 16"
- Height - Lowercase 1"
Uppercase 2"
- Percent of sign covered
with lettering - approx
25%

Sign Location

- Distance from roof - Approx
30ft
- Distance from building sides
- on right edge
- Distance from ground - 10ft
- Distance projecting from
wall - 26"
- Distance from closest
window (no door) - 20"

NO LIGHTING

Sign Material and Construction

- High Quality, machine printed,
metal sign
- Stainless Steel eyebolts
- Stainless Steel fasteners(screw and
anchor)
- Utilize existing mount holes with
previous protruding pole(as
pictured)

 **Colors are black**

 **and white only**

Vinyl Window Lettering x 4

Size of Lettering

- Length - 37"
- Height - 7"

Lettering

- Length of lettering - 37"
- Height - Lowercase 6"
Uppercase 7"

Sign Location

- Distance from roof - Approx
35ft
- Distance from building sides
- edge to edge
- Distance from ground - 35"
- Distance from closest
window - on windows and
door
- Size of 4 windows - 69" x 37"

NO LIGHTING

I am installing inside to reflect through the
window so they do not weather

LetterMaterial

- High Quality, machine cut, vinyl
adhesive lettering
- White Lettering

White color only

*Door to have 21"x9" Logo in white
vinyl letting. Logo is to be centered
on the entrance door both vertically
and horizontally. Approx 5ft off the
ground.* (as pictured)

EDIBLES/DRINKS



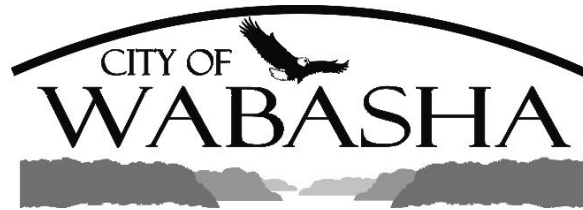
Window lettering
close up, "Bright"
font.



HIGH VALLEY

THC | DRINKS | EDIBLES

Door logo including
title font of "Craw
Modern" and
secondary font
"Optima".



Memorandum

Office of the City Clerk

To: Wabasha Heritage Preservation Commission
From: Wendy Busch, City Clerk
Date: May 15, 2024
Subject: Sign Design Review, 222 Main Street West

MEETING DATE: May 20, 2024 @ 9am

APPLICANT INFORMATION:

Applicant: John “Lee” Schweisberger
Building: 222 Main Street West
Owner: Dave Fisk

BACKGROUND

New signage is being requested for a new business on Main Street. “High Valley”

PROPOSED SIGNAGE:

The applicant is proposing 1 projecting from existing mounting hole, vinyl window and door signage as well as removing the old Workforce Development signage above the transom. Please see the complete application for reference.

Proposed:

Projecting, 2.25 sq ft. Bottom will be higher than 8ft off the ground. Attached to existing mounting holes with metal which extends out from the building less than 5 ft. Sign is made of metal

Window sign (including banners displayed permanently attached as window signs)

Allowed:

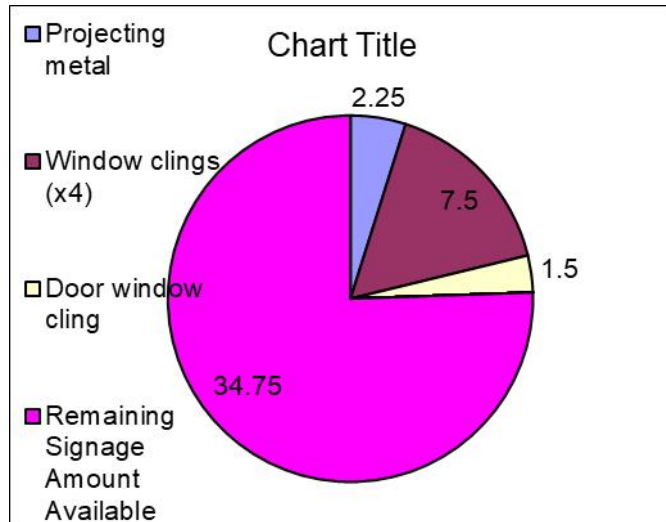
Projecting Sign
○ 1/frontage
○ Max Size 7.5 sq ft
○ Min clearance 8ft
○ Max extension from wall 5 ft

Maximum coverage: 15% coverage of window pane (contiguous sheet of window glass)

Any item not directly applied to the window (see definition of “window sign”) is not regulated by this chapter

SIGN REQUIREMENTS:

This parcel, has 23 lineal feet of frontage on Pembroke, which would allow a total of 46 square feet of signage maximum for the building. Following is a breakdown of the signs and the amount of signage allowed for this property:



(enter) Sign Type	(enter) Sign Size	(enter) Sign Location
Projecting metal	2.25	main
Window clings (x4)	7.5	Main
Door window cling	1.5	main
Remaining Signage Amount Available	34.75	

Font is described in the application and would be considered apart of the logo. The Colors proposed are from the logo: Black, blue and white. The projecting sign background will be black. Please review submitted application for visual. The Door/Window sign is a vinyl cling lettering that is white.

HERITAGE PRESERVATION COMMISSION ACTION:

If the HPC concurs that the proposed signage meets the requirements of Section 153 of City Code, a motion should be made to approve the signage proposed. Following is a sample motion with a list of potential findings of fact to approve this design review:

SAMPLE MOTION TO APPROVE:

WHEREAS, High Valley submitted an application for sign design review dated May 6th 2024, and

WHEREAS, All Window signs cover less than 15% of the Window they are placed, and

WHEREAS, The Projecting Sign is under the 7.5 square feet maximum size allowed, and

May 15, 2024

WHEREAS, all proposed signage meets the design requirements for the downtown historic district for color, font size & style, and sign clarity, and

WHEREAS, the proposed signage meets or is below the maximum signage allowed for this property and each sign proposed meets the maximum size or area coverage allowed in this district,

NOW THEREFORE, the signage proposed in the application submitted May 6, 2024, is hereby approved, including the projecting sign, and door/window signs.

with the following conditions **[if any deemed appropriate]**:

1.[the commission may consider additional conditions as appropriate]

SAMPLE MOTION TO DENY:

WHEREAS, the proposed signs as detailed in the application submitted for “High Valley” dated 5-06-24 does not meet the requirements of Section 153 of City Code in the following manner:

1.[if the H.P.C. chooses to deny the application reasons for denial should be listed]

NOW THEREFORE, the signage proposed in the application submitted May 06, 2024 is hereby denied.

Heritage Preservation Commission

4. b.

Meeting Date: 05/20/2024

SUBJECT:

DEPARTMENT: Administration

TITLE:

257 Main St W (Schoen Dentistry)

PURPOSE:

ITEM SUMMARY:

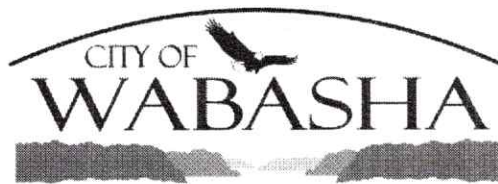
Replace 24 windows and 2 doors within the existing framework and reopen a window opening that was previously blocked in. Color samples of the door will be shared in person at the meeting. The office does have one door that is not used and is blocked in by office equipment. The applicant would be interested in taking the door out and replacing it with just windows. If the commission is ok with this then the window count would be 26 and only 1 door being replaced. If facing the front office off of the sidewalk, it would be the far door to the left. One final item being updated on the exterior is the shake siding that faces the alley. A color example will be available at the meeting to review. It is blue to match the rest of the color updates. Please view the complete application for reference and spec details.

Attachments

HPC Application & Photos

Front Door Style

Staff Report



**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: 257 main St W Wabasha MN 55981

Applicant Name: Schoen Family Dentistry **Phone:** 651-545-4647

Address: 257 main St W Wabasha MN 55981

Email: office@Schoendentistry.com

Owner Name (if different): Nate Schoen DDS **Phone:** 507-398-9839

Address: 1038 Eagle Vista Ln Lake City MN 55041

Email: nschoen91687@gmail.com

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

Livery Stable for fire department; Park Dept in Old City Hall

Type of work proposed (attach additional pages as necessary)

Replace windows and 2 doors within the existing framework. Only change the main entry from left to right swing. Re-open a window that years ago had been blocked in. Change door and trim color to the blue that was allowed when we had our new sign approved by HPC.

ATTACHMENTS REQUIRED:

1. A current photograph of the building or site where work is proposed.
2. An illustration of the 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.

5/6/24

Applicants Signature

Date

Office use only.

Date application submitted: _____ Date application complete: _____

15-day notice: _____

60-day notice: _____

HISTORIC DISTRICT DESIGN REVIEW CHECKLIST QUICK LIST FOR PREPARING APPLICATION

- ☒ Current Photos of the building/site where changes will occur.
(include both views from the street and close-up details of the area to be changed and features already present)
- ☐ Detailed sketch of proposed changes to the site. *no sketch. Only replace existing.*
(The more involved the project, the more detailed your sketch should be.
For some projects an architect-produced drawing may be recommended)
- ☒ Paint chips and/or sample materials to be used. *Change from green to blue*
- ☒ Historic photos or information about the history of the building and site.
(if available) *1993 newspaper article attached.*
- ☒ Provide a timeline for construction (when do you expect to start and complete the project?) *We would like to start and complete this project in August 2024.*
- ☒ The **application form along with the assembled items above must be submitted 1 week prior** to the meeting where the 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.

Contact Wendy Busch, City Clerk to answer questions at:
651-565-4568 or clerk@wabasha.org



SCHOEN
FAMILY DENTISTRY

PHONE: 651.565.4647
TOLL FREE: 888.565.4647

257 MAIN STREET WEST • WABASHA, MN 55981

www.schoendentistry.com

City of Wabasha
Attn: Historic Preservation Commission

May 6, 2024

Dear HPC Members,

I am submitting this application for a design review on behalf of Schoen Family Dentistry. Our office moved to the current location 30 years ago in 1994 after an addition on the back of the building allowed us to expand the space for a dental clinic. Prior to our occupancy I understand the building stored equipment for the Park Department. Before that, I am told a portion of the office was the livery stable for the Fire Department.

We are pleased to share that we have been awarded a Minnesota Department of Health infrastructure grant for offices serving Medicaid members. Our office applied for funds to replace the main furnace and central air unit which heats and cools the rear portions of the office. (The former Chamber of Commerce office, now our business office, located at the front of the clinic has a separate HVAC system.) We also requested funds to replace the existing windows and the buildings two front doors facing out to Heritage Park.

We intend to replace the old windows with new ones of exact matching size. This means we will not make any structural changes to the brickwork with one exception requested. Thirty years ago, three windows were blocked out and we would like to reopen one of those. All of the replacement windows will be white vinyl to match the windows in place now. Some of the current windows have the aesthetic grids in them and if possible, we would prefer to not have any window grids if approved by the Commission.

The two existing front doors are 8' height and we will replace them with 8' doors of mostly glass. All building materials will come from Interstate Building Supply. We have plans to reverse the main entry door from a left-hand in swing to right-hand in swing.

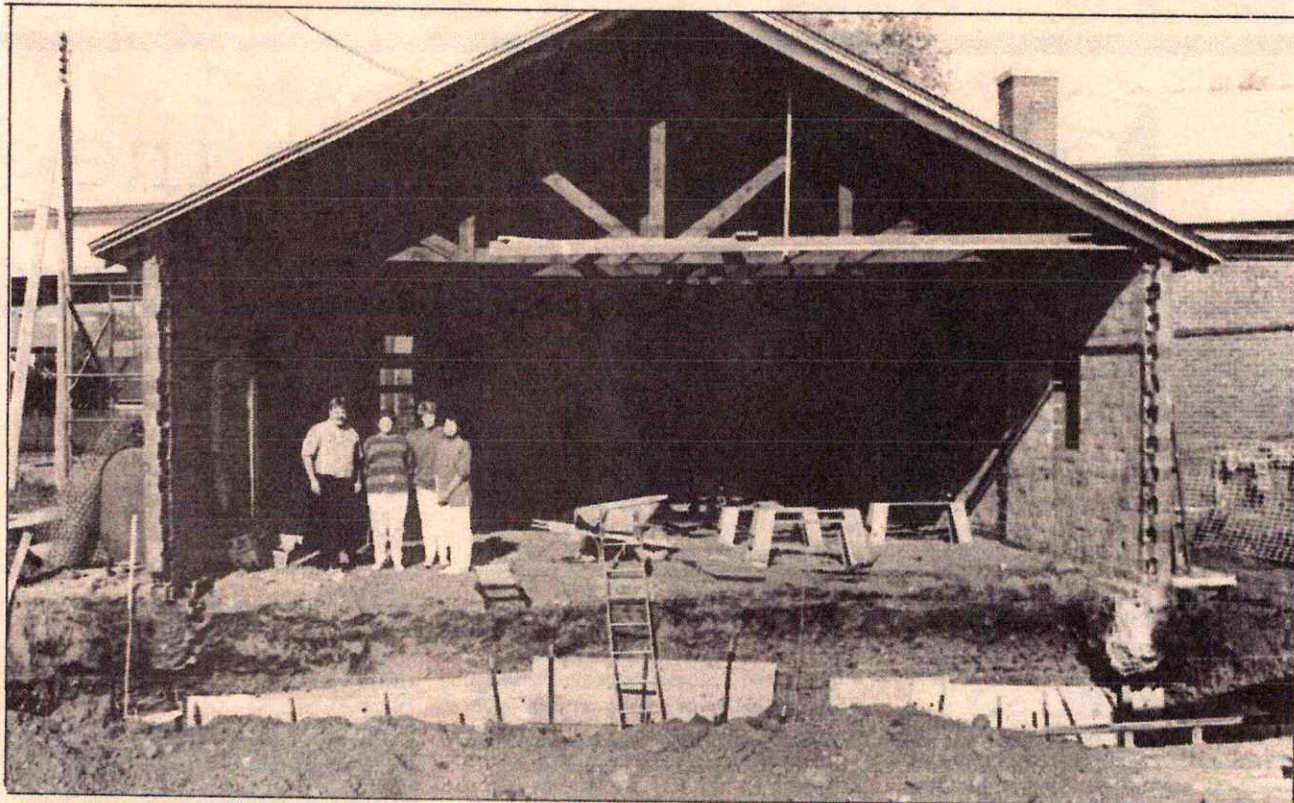
A new business sign was made a few years ago which we had done in blue to match our company logo. This change was approved by the Commission. We would like the new doors to be in blue and to trim all of the windows in blue and paint the front to match.

Several attachments accompany this application. It is our hope that the work on the windows and doors will start and finish over the course of a week in mid-August. Our plan is to have the HVAC work completed in June if possible. We respectfully request project approval and will be happy to field questions from Commission members.

Sincerely,

A handwritten signature in blue ink, appearing to read "Julie Krause". The signature is fluid and cursive, with the first name "Julie" and last name "Krause" clearly distinguishable.

Julie Krause
Business Office Manager



Dr. Tom Schoen and his staff stands inside what will be their new dental office by next February: the former City Park Department headquarters in the rear of the Old City Hall complex. In front of them is the big hole that will become the basement for an addition to make the office much larger. Standing with Dr. Schoen are, from left: Nancy Holland, Lori Miller and Rose Schmit.

Schoen Dental Office preparing for move to Old City Hall

There's a big hole in the ground there now, but in a few short of months, that gaping hole will house about half of the new T. J. Schoen Dental Office.

Way in the rear of the Old City Hall complex, where the Park Department used to be headquartered, Tom Schoen hopes to be practicing dentistry by the middle of this winter. Schoen and his staff took us to the new site last week for a "before" look at his new dental office.

"Basically, we've outgrown our present location at 140 East Main Street," Schoen commented. "This will give us room for our present office needs, for storage and hopefully, enough room for future growth if it's needed, as well."

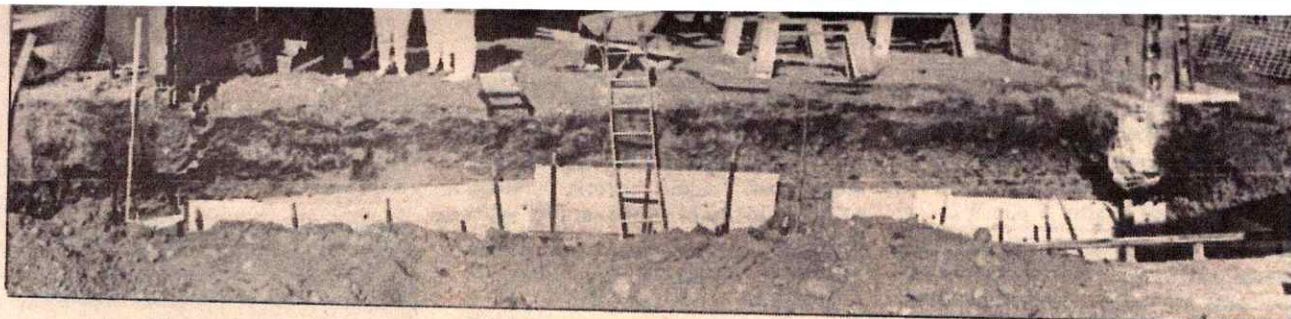
Since he needed more space now and he already owned The Old City Hall complex—and the space was available—the decision to move there became an obvious one. Schoen had

place. "The existing building will retain its historic character," Schoen said of the new facility, "But the dental office will be of an entirely modern design, meeting all current fire and safety standards and so forth."

The new dental office will be able to utilize the parking area under the bridge for customer parking.

Dan Miller Construction is the contractor for the project. Work is expected to be completed by sometime in February.

Article date possibly October 1993



Dr. Tom Schoen and his staff stands inside what will be their new dental office by next February: the former City Park Department headquarters in the rear of the Old City Hall complex. In front of them is the big hole that will become the basement for an addition to make the office much larger. Standing with Dr. Schoen are, from left: Nancy Holland, Lori Miller and Rose Schmit.

Schoen Dental Office preparing for move to Old City Hall

There's a big hole in the ground there now, but in a few short of months, that gaping hole will house about half of the new T. J. Schoen Dental Office.

Way in the rear of the Old City Hall complex, where the Park Department used to be headquartered, Tom Schoen hopes to be practicing dentistry by the middle of this winter. Schoen and his staff took us to the new site last week for a "before" look at his new dental office.

"Basically, we've outgrown our present location at 140 East Main Street," Schoen commented. "This will give us room for our present office needs, for storage and hopefully, enough room for future growth if it's needed, as well."

Since he needed more space now and he already owned The Old City Hall complex—and the space was available—the decision to move there became an obvious one. Schoen had originally planned to use just the existing building, in the rear of the space that years ago housed the Park Department equipment. (The Chamber of Commerce office houses the front portion of the space. That will remain at the same location.)

"But I felt that we needed more room than that, so we're building onto the back of the building (next to the alley) toward Louie Sass's house."

Schoen added that the new office will be like "a building within a building" as the shell of the old Park Dept. office and rafters will remain in

place. "The existing building will retain its historic character," Schoen said of the new facility, "But the dental office will be of an entirely modern design, meeting all current fire and safety standards and so so forth."

The new dental office will be able to utilize the parking area under the bridge for customer parking.

Dan Miller Construction is the contractor for the project. Work is expected to be completed by sometime in February.




SCHOEN
Family Dentistry
Thomas J. Schoen D.D.S.
Nathaniel T. Schoen D.D.S.





DR. T.J. SCHOEN
DENTIST























1LT-LE
Direct Set



1LT-LE
Direct Set
8/0 height



2-LE



2-LE
8/0 height



3-15-CL



3-15-CL
8/0 height



3C-15-CL



3C-15-CL
8/0 height



20-LE



20-LE
8/0 height



21-LE



21-LE
8/0 height



23-LE



23-LE
8/0 height



25-LE



25-LE
8/0 height



25P-LE



25P-LE
8/0 height



41-LE



61-LE



61-LE
8/0 height



65-LE



68-LE



70-LE



201-LE



201-LE
8/0 height



201P-LE



201P-LE
8/0 height



461C-LE



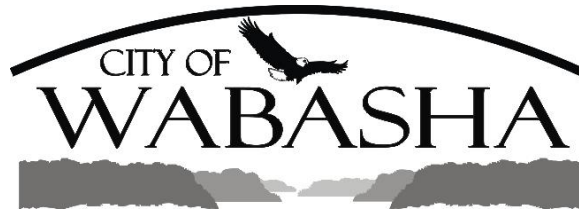
461FA-LE



461FB-LE



502S-LE



Memorandum

Office of the City Clerk

To: Wabasha Heritage Preservation Commission
From: Wendy Busch, City Clerk
Date: May 15, 2024
Subject: Window/Door Replacements, New paint color, Replace Shake Siding

MEETING DATE: May 20, 2024

APPLICANT INFORMATION:

Applicant: Schoen Dentistry
Building: 257 Main Street West
Owner: same

PROPOSED ACTIVITY REQUIRING DESIGN REVIEW:

Schoen Family Dentistry has made an application to replace 24-26 windows and 1-2 doors at the office located at 257 Main Street West. They would also like to update the color of the front and trim around the windows to match that of the sign that was approved a couple years ago. Lastly, the shake siding located on the alley facing facade will be replaced and the color will also be blue. The size and shape of all the windows and door will remain the same.

Please note that the applicant is also requesting that they not be required to place windows with grides in them as currently in place. The applicant would also like consideration of taking out the unused doorway to the far left of the front. If this would be ok, the applicant would place windows to match what is existing adjacent to the space. –(Discussion needed)

Following is the checklist for the HPC to use to determine historic appropriateness (whether it meets adopted standards) of the proposed project. The commission might use the blank form to note reasons (“findings”) for approval or denial of the proposed project.

CHECKLIST BASED ON SECTION 159.00 OF CITY CODE, ADOPTED HPC DESIGN GUIDELINES, & SECRETARY OF INTERIOR STANDARDS

Requirements of Specific Project Proposed

Window Checklist ¹	Findings for Approval	Findings for Denial
--------------------------------------	------------------------------	----------------------------

¹ Appendix C

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?		
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?		
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?		
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?		
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?		

STAFF ANALYSIS & RECOMMENDATION:

Staff suggests that the Commission discuss any findings that they think are appropriate for the proposed project and prepare a motion to approve or deny the project based on these reasons. Worksheets to do this follow.

HERITAGE PRESERVATION COMMISSION ACTION:

As required in the Ordinance, The Commission should “determine if the work to be performed would adversely affect the Heritage Preservation Landmark or District based on the adopted Heritage Preservation Guidelines.” The checklist on previous pages is intended to assist the H.P.C. with the task of making such a determination.

Worksheet for approval

WHEREAS, Section 159.00 of City Code requires Heritage Preservation Commission design review and approval or disapproval of construction and demolition activities, including remodel, repair or alteration to a property which in any manner will change the exterior appearance; and

WHEREAS, an application for design review has been submitted on May 6, 2024 by the owner of 257 Main Street for the replacement of 26 windows and the main entrance door; and

WHEREAS, the applicant is proposing to update the color of the front and trim around the window to match the blue of the business signage; and

WHEREAS, the replacement of old shake siding, blue in color will match the front and trim; and

WHEREAS, The Wabasha Heritage Preservation Commission provides the following findings:
[insert findings from checklist, the HPC should list as many or few as deemed appropriate]

1. _____

2. _____

NOW THEREFORE, IT IS HEREBY RESOLVED, the Heritage Preservation Commission approves the 26 replacement windows and door, front and trim color and replacement and color of shake siding on the application submitted May 6, 2024 with the following conditions:

1. Work on the project will be completed by _____ [insert date]

2. _____ [the HPC should list as many conditions as deemed appropriate]

Worksheet for denial

WHEREAS, Section 159.00 of City Code requires Heritage Preservation Commission design review and approval or disapproval of construction and demolition activities, including remodel, repair or alteration to a property which in any manner will change the exterior appearance; and

WHEREAS, an application for design review has been submitted by the owner of 257 Main Street West for the 26 replacement windows and door, front and trim color and replacement and color of shake siding as proposed in the application submitted May 6, 2024; and

WHEREAS, The Wabasha Heritage Preservation Commission provides the following findings:
[insert findings from checklist, the HPC should list as many or few as deemed appropriate]

1. _____

2. _____

NOW THEREFORE, IT IS HEREBY RESOLVED, the Heritage Preservation Commission denies the replacement of existing windows, door, paint color and shake siding as proposed in the application submitted May 6, 2024.

Heritage Preservation Commission

4. c.

Meeting Date: 05/20/2024

SUBJECT: Billboard/Mural Sign Review

DEPARTMENT: Administration

TITLE:

110 Main St W (National Eagle Center)

PURPOSE:

ITEM SUMMARY:

An application has been submitted by Sue Mundy on behalf of the National Eagle Center for a mural to be placed on the rear facade of 110 Main Street West facing Big Jo Alley. Attached is the completed application as well as Historic Preservation Consideration for Murals document.

Attachments

110 Main St W

Historic Preservation Considerations for Murals



**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: 110 Main Street West

Applicant Name: Sue Mundy Phone: 651-565-3743

Address: 22824 664th St. Wabasha, MN 55981

Email: sueline@riverland.org

Owner Name (if different): National Eagle Center Phone: 651-565-4989

Address: 50 Pembroke Ave. Wabasha

Email: nationaleaglecenter.org

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

Type of work proposed (attach additional pages as necessary)

Billboard/Mural

ATTACHMENTS REQUIRED:

1. A current photograph of the building or site where work is proposed.
2. An illustration of the 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 4-23-24

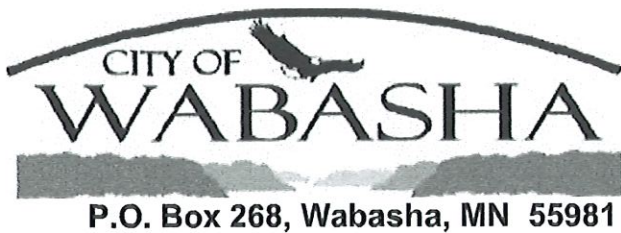
Applicants Signature Date

Office use only.

Date application submitted: 4-23-2024 Date application complete: 4-23-2024

15-day notice: _____

60-day notice: _____



City
\$75.00

(For staff use only)
Date Received: 4-23-24
Submitted to HPC ☐ Yes ☐ No
Date Submitted _____
Submitted to Planning Commission
☐ Yes ☐ No
Date Submitted _____

SIGN PERMIT APPLICATION

Legal Description: 110 Main St. West Date: 4-23-24
Owner: National Eagle Center Phone: 651-565-4989
Address: 110 Main St. West Wabasha, MN 55981
Applicant: Sue Mundy Phone: 651-565-3743
Address: 22869 1664th St. Wabasha, MN 55981
Address where sign will be placed: Back Alley Wall of 110 Main St. West (attach illustration also)

Zoning District

- | | |
|---|--|
| <input type="checkbox"/> Residential Conservancy | <input type="checkbox"/> RR Limited Ag. |
| <input type="checkbox"/> RR Growth | <input type="checkbox"/> R1 Residential |
| <input type="checkbox"/> R2 Residential | <input type="checkbox"/> TDC Traditional Downtown Commercial |
| <input type="checkbox"/> GC General Commercial | <input type="checkbox"/> HC Highway Commercial |
| <input type="checkbox"/> I Industrial | <input type="checkbox"/> Shoreland Overlay (S1, S2, S3, S4) |
| <input checked="" type="checkbox"/> Historic District | <input type="checkbox"/> CUP required |

Number of new signs proposed 1

Type of Sign Requested (check as many as apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Attached/Wall | <input type="checkbox"/> Temporary _____ (type) |
| <input type="checkbox"/> Projecting | <input type="checkbox"/> Banner/Flag Sign |
| <input type="checkbox"/> Suspended | <input type="checkbox"/> Awning Sign |
| <input type="checkbox"/> Permanent Freestanding | <input type="checkbox"/> Portable Freestanding |
| _____ (type e.g. post) | _____ (type e.g. post) |
| <input type="checkbox"/> Window Sign | <input type="checkbox"/> Other _____ (see definitions) |

Is lighting proposed? Yes ☐ No ☒ If yes, describe _____ (type, intensity, location)

Please provide a list of existing signs to be retained (indicating sign, location, & size)

Attach drawing or photograph of the proposed sign including dimensions and location (see reverse side).

I hereby certify with my signature that all data on my application form, plans and specifications is true and correct to the best of my knowledge.

Sue Mundy
Signature of applicant

Fee: \$75 CK#7720

Granted: _____ Rejected: _____
date date

signature – authorized city personnel



NATIONAL EAGLE CENTER — 14' long x 8 1/4" high

EAGLE CAPITAL OF AMERICA —

9'9" long x 5 1/4" high

WABASHA, MINNESOTA —

6'5" long x 5" high

Eagle Statue measures 12' across x 10' (approx.) high

Outline brown trim - 3" wide all around

Font - Americana Xbd BT

Colors - Sepia Brown and light sepia brown

Substrate - (5) 5'x10' sheets of Polymetal (3mm)

Historic Preservation Considerations for Murals

Below are a list of suggestions, questions and considerations when considering adding murals as a feature in the Wabasha Historic Commercial District. A reminder that before you begin these projects a historic building may be individually listed on the National Register of Historic Places individually or part of the larger district. This guidance has been developed by the Historic District Commission to assist applicants. Each request will be reviewed individually by the Commission based on its own merit. Exceptions to these guidelines may be made by the Commission on a case-by-case basis.

Consider the following in planning mural installation.

- Is the building listed locally in the historic district? If so, have you sought involvement from the Historic Preservation Commission (HPC) staff to discuss the design review process and paperwork? If the mural is to be painted on a historic building the applicant should consider moving the mural to a non-historic, non-contributing building outside the locally and nationally registered historic district.
- Historic commercial buildings have materials, features, finishes, and fenestration (windows, doors and other openings) that contribute to the overall aesthetic of the building and the larger district. Primary façades on significant historic properties should not be the first location for murals.
- If approval is given for an installation on an historic building, these precautions and best practices should be used:
 - The applicant should use treatment recommendations in the Secretary of the Interior Standards for Treatment of Historic Properties and that information may be found here <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>
 - Painting and installation materials that are used should always be reversible, and the building service should not be harshly cleaned, stripped or compromise the masonry of the building. If possible, research into this process could be supported by the Historic Preservation Commission and the applicant together. A mural should not be mounted upon historic materials (e.g., brick, stucco or other original façades). This could cause damage from moisture/condensation behind the attached panel. Sun and weather exposure should be also be considered.
 - The applicant should be aware that murals should not become a reliant historic theme, or use the process to begin applying a theme and art to several or all buildings. These changes affect the historic feel of the city and all the architecture within the district. Each mural should be treated as a case-by-case approval and not part of a larger, mass approval. Each mural should be significant individually.
 - It is important to note who will be responsible to maintain the mural. Who is financially responsible for keeping the mural painted, cleaned and clear of potential graffiti? The city should apply the same policies for neglect of public art and maintenance that they do for landscape and buildings. As part of the mural plan for instillation the applicant should submit a maintenance plan to the city as part of the application for design review.

Heritage Preservation Commission

6. a.

Meeting Date: 05/20/2024

SUBJECT: Main Street Update - Flicek

DEPARTMENT: Administration

TITLE:

Main Street Update: Flicek

PURPOSE:

- * Grant Announcement
 - * National Main Street Conference update
 - * Banners & Bike Shelter are completed
-