

WABASHA HERITAGE PRESERVATION COMMISSION
Special Meeting
June 5, 2025 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 4-28-25
- 4. Design Review-**
 - 1.** 110 Main Street West - Alley Signage
- 5. Possible upcoming review/request for assistance:**
- 6. Old Business/Subcommittee Work**
 - 1.** Main Street Update- Flicek
- 7. New Business**
- 8. Other Business**
- 9. Announcements**
- 10. Next Meeting Date: June 23, 2025**
- 11. Adjourn** *(Chair)*

Heritage Preservation Commission

3. a.

Meeting Date: 06/05/2025

SUBJECT: Date of Minutes 4-28-25

DEPARTMENT: Administration

TITLE:

Date of Minutes 4-28-25

PURPOSE:

Attachments

Minutes 4-28-25

DRAFT

HERITAGE PRESERVATION COMMISSION MINUTES APRIL 28, 2025, 9:00 a.m.

Present: Linda Mann, Commissioner; Mary Flicek, Commissioner; Emily Durand, Commissioner; Bill Jewson, Commissioner; Janet Runions, Commissioner; John Rivers, Commissioner; Jenny Palmen, Commissioner

1. Call to Order

The meeting was called to order at 9:00 a.m. by Commissioner Durand.

2. Changes or Additions to Agenda

There were no changes or additions to the agenda.

3. Approval of Minutes

a. Date of Minutes March 24, 2025

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

Vote: 7 - 0 - Unanimously

4. Design Reviews

1. River Junction Arts Council Sign Design Review

The signage proposal was reviewed.

Motion made by Commissioner Mary Flicek, seconded by Commissioner Linda Mann to approve the design review for the proposal as submitted.

Vote: 7 - 0 - Unanimously

2. 183 Main Street W - Temporary Signage for Wabasha Dentistry

The temporary signage proposal was reviewed. It was noted that temporary signage will be placed over existing signs in the temporary dental clinic location.

Motion made by Commissioner Jenny Palmen, seconded by Commissioner Janet Runions to approve the design review for the temporary signage, as proposed.

Vote: 6 - 0

5. **Possible Upcoming Review / Request for Assistance**

A Downtown mural was discussed.

6. **Old Business / Subcommittee Work**

1. **Main Street Update**

Commissioner Flicek discussed the Minnesota Main Streets Conference 2025, noting that this will be held June 4-6 in Duluth. She referenced two pending bills in the Minnesota Legislature pertaining to investment in the Minnesota Rethos program. She stated that she wrote letters of support, highlighting the benefits and accomplishments of the Wabasha Main Street program and acknowledging past grant support toward projects. She stated that Wabasha Main Street has had to adjust its budget this year due to funding cuts. She provided updates regarding the bike share program and the software. It was discussed that most communities charge for this service. Potential grant funding opportunities were suggested. Commissioner Flicek reviewed upcoming coffee meet-up speakers.

7. **New Business**

It was noted that the PreserveMN 2025 conference will be held in New Ulm in September. Funding toward conference attendance was discussed.

Commissioner Durand reported that the Anderson House is hosting a public event on May 31.

8. **Other Business**

The preservation checklist was discussed. Commissioner Durand provided background information and suggested updating the guidelines. Sign standards and trends were discussed. The facade grant program was discussed.

Commissioner Durand provided a Wabasha Dentistry update.

9. **Announcements**

1. It was discussed that May is Heritage Preservation Month.

Commissioner Flicek reported that the planters are going up in the Downtown area. She also discussed a plaque request.

Commissioners discussed the differences between preserving historic buildings and preserving vintage signage.

It was noted that volunteers are needed for an outdoor amphitheater Shakespeare

performance on July 23, sponsored by the River Junction Arts Council. A juried art show on September 14 was also discussed. Other RJAC activities were discussed.

It was noted that Wabasha will be featured on an upcoming KTTC-TV segment.

An upcoming Wabasha-Kellogg High School spring musical production of *The Addams Family* was discussed.

Downtown business property updates were provided, and business development strategies were discussed.

10. Next Meeting Date: TBD

It was noted that the next Heritage Preservation Commission meeting coincides with Memorial Day. Potential dates were discussed, and it was decided to schedule the next HPC meeting on May 19 if a meeting is needed.

11. Adjourn

Motion made by Commissioner Bill Jewson, to adjourn the meeting. The meeting adjourned at 10:05 a.m.

Vote: 7 - 0 - Unanimously

Respectfully submitted by: _____
Wendy Busch, City Clerk

Adopted Date

Heritage Preservation Commission

4. 1.

Meeting Date: 06/05/2025

SUBJECT: 110 Main Street West - Alley Signage

DEPARTMENT: Administration

TITLE:

110 Main Street West - Alley Signage

PURPOSE:

ITEM SUMMARY:

River Road signage photo # 1...reflects our first choice of being along the walkway between the two buildings for visitors to view for easy access to the information.

River Road signage photo # 2...reflects a close up version of the sign so you can see all of the information included about the Mississippi River Great River Road.

We have looked at several locations around the buildings and this is our first choice...we could also move to the other corner along the sidewalk between the two buildings on the same grassy area.

Size of the sign: 4' x 2' at the widest spot on the sign...total sq ft would be less than 8' as parts of the sign are only 1.5' wide (length)

Size of the lettering: There are a variety of lettering sizes on the sign and these can be reflected in the photo image attached.

Sign location: Requesting on the grass area between the two buildings along the Pembroke Ave Sidewalk

Set back from Big Jo Alley curb - 14'

Set back from Pembroke Ave curb at location in image - 31'

Set back in the grass from the inner side of the sidewalk - 2'

We could actually go in either front corner of this grass area...near the light pole or near the deck ramp.

We will need to contact gopher one before the final location is decided to verify that this location is ok with them as well.

STAFF RECOMMENDATION:

The proposed signage is informational in content and not for advertisement purposes. The size, style and location are all within the requirements of the sign ordinance.

Attachments

Application

Sign Pic 1

Sign Pic 2



**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: 50 Pembroke Ave S

Applicant Name: National Eagle Center Phone: 565-4989

Address: 50 Pembroke Ave S, Wabasha

Email: annette@national-eaglecenter.org

Owner Name (if different): Same Phone: Same

Address: _____

Email: _____

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

grass area near Big Jo Alley between 100 office bldg and Riverfront Center of the National Eagle Center

Type of work proposed (attach additional pages as necessary)

Installing a free standing sign with informational about the Great River Road - See placement photo "A"

Our staff member is holding the sign in the proposed location. It would go into the ground 2' in this location.

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.

Annette Hedquist
Applicants Signature

5/10/25
Date

Office use only.

Date application submitted: _____ Date application complete: _____

15-day notice: _____

60-day notice: _____



A



