

WABASHA HERITAGE PRESERVATION COMMISSION

March 23, 2026 9:00 a.m.

AGENDA

- 1. Call to Order** *(Chair)*
- 2. Changes or Additions to Agenda** *(Open)*
- 3. Approval of minutes** *(Commission)*
 - 1.** Date of Minutes 2-23-26
- 4. Design Review-**
 - 1.** 180 W. Main Street - rear deck, door, ac move (2nd story)
- 5. Possible upcoming review/request for assistance:**
- 6. Old Business/Subcommittee Work**
 - 1.** Main Street Update - Flicek
 - 2.** NAPC FORUM/PreserveMN Conference 2026
- 7. New Business**
 - 1.** Wabasha Main Street looking for Brown Highway Signage for "Historic Downtown" endorsement
 - 2.** Approval for relocation of Community Roots Mural
- 8. Other Business**
- 9. Announcements**
- 10. Next Meeting Date: April 27, 2026**
- 11. Adjourn** *(Chair)*

Heritage Preservation Commission

3. 1.

Meeting Date: 03/23/2026

SUBJECT:

DEPARTMENT: Administration

TITLE:

Date of Minutes 2-23-26

PURPOSE:

Attachments

2-23-26 HPC Minutes

DRAFT

HERITAGE PRESERVATION COMMISSION MINUTES FEBRUARY 23, 2026, 9:00 a.m.

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

Absent: Mary Flicek, Commissioner

1. Call to Order (*Chair*)

Chair Durand called to order the regularly schedule Heritage Preservation Commission meeting at 9:02 am.

Vote: 4 - 0 - Unanimously

2. Election of Officers

Motion made by Commissioner Emily Durand, seconded by Commissioner Jenny Palmen to elect Linda Mann for Vice Chair.

Vote: 5 - 0 - Unanimously

Motion made by Commissioner Linda Mann, seconded by Commissioner Jenny Palmen to elect Emily Durand for Chair.

Vote: 5 - 0 - Unanimously

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

4. Approval of minutes (*Commission*)

a. Date of Minutes November 24-2025

Motion made by Commissioner Linda Mann, seconded by Commissioner Jenny Palmen to approve the minutes from November 24, 2025.

Vote: 5 - 0 - Unanimously

5. **Design Review-**

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

Staff Lisa Springer informed the commission of an upcoming design review for Hills Hardware.

7. **Old Business/Subcommittee Work**

1. Main Street Update

Reviewed Main Street updates provided in writing by Mary Flicek.

8. **New Business**

1. FORUM Conference

2. Commissioner Expectations

Commissioner expectations were reviewed as provided by City Administrator Gregerson.

9. **Other Business**

1. Annual CLG Report

The annual report was submitted and reviewed. This gives the City the Certified Local Government status for grant funding.

10. **Announcements**

Commissioner Mann gave an update on the Wabasha County Historical Society. It has 3 new board members, making the board a total of nine members. There will be two retiring in the near future. Offering a production at the Wide Spot on the American Revolution in June.

11. **Next Meeting Date: March 23, 2026**

12. **Adjourn (Chair)**

Motion made by Commissioner Jenny Palmen, moved to adjourn at 9:15 am.

Vote: 5 - 0 - Unanimously

Respectfully submitted by: _____
Wendy Busch, City Clerk

Adopted Date

Heritage Preservation Commission

4. 1.

Meeting Date: 03/23/2026

SUBJECT: 180 W. Main Street - rear deck, door, ac move (2nd story)

DEPARTMENT: Administration

TITLE:

180 W. Main Street - rear deck, door, ac move (2nd story)

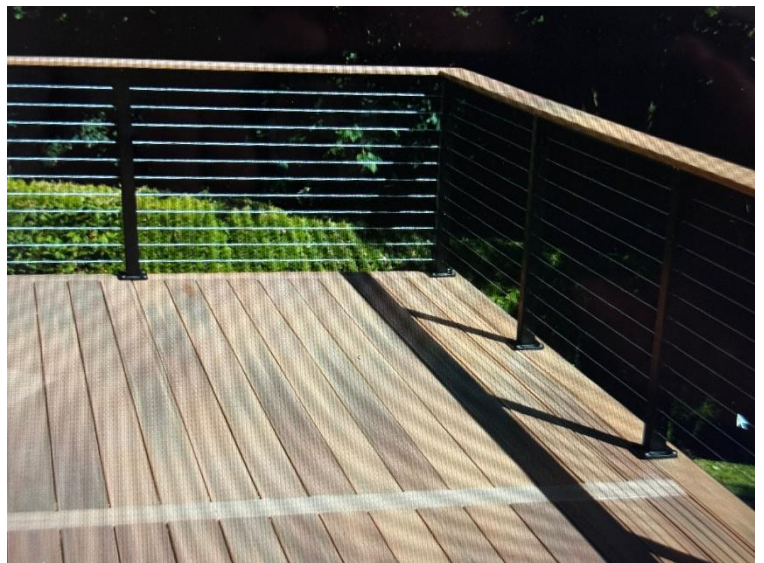
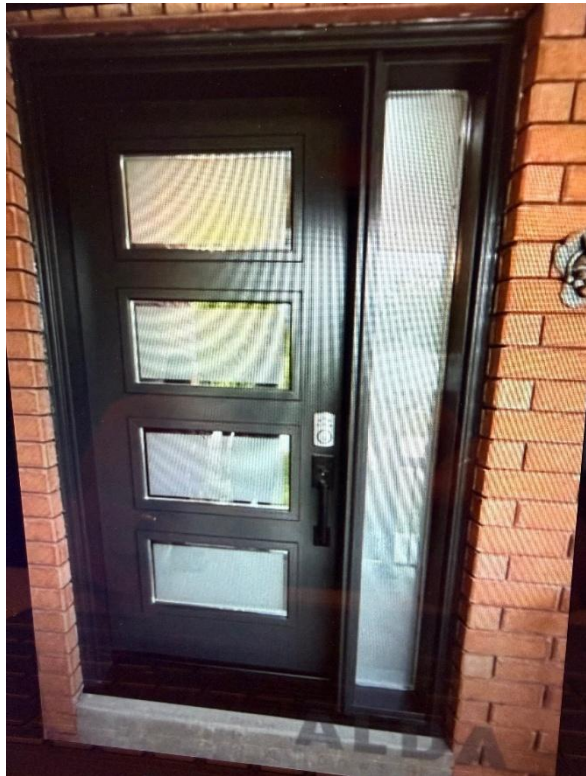
PURPOSE:

George Hill has made an application for the rear, second story alteration to 180 W Main Street. They would like to enlarge a window to accept a door, construct an opening for a new door, relocate the air conditioning unit and construct a roof deck. All the work will be done on the second floor for apartment #1 above the Hardware Store. Please see the attached application and photos.

Attachments

180 W Main Street Hills Hardware 2nd Story rear Deck Door AC moving Application

Staff Report - deck window to door and door 2nd story rear 3-2026





**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: 180 W. Main St.
Applicant Name: George Hill Phone: 651-564-0427
Address: 610 Washington Ave Wabasha, Mn.
Email: geo.hank@hotmail.com
Owner Name (if different): _____ Phone: _____
Address: _____
Email: _____

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

Kuhnsblock (Hill's Hardware Building)

Type of work proposed (attach additional pages as necessary)

Enlarge window to accept door - Construct opening for new door
Relocate A/C unit - Construct roof deck -
All work done on second floor Apt 1 above Hardware Store

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.

[Signature]
Applicants Signature

03/02/2026
Date

Office use only.

Date application submitted: _____ Date application complete: _____

15-day notice:

60-day notice:

REQUEST FOR EXTERIOR CONSTRUCTION CHANGES
APARTMENT 1 LOCATED ON THE SECOND FLOOR OF HILL'S HARDWARE HANK
BUILDING
180 W MAIN ST. WABASHA

ENLARGE EXISTING WINDOW TO ACCEPT DOOR
LOCATED NORTH END OF BUILDING ON THE LEFT SIDE
OF APARTMENT 1 LOOKING FROM THE EXTEIOR

CONSTRUCT OPENING AND INSTALL A DOOR
LOCATED NORTH END OF BUILDING ON THE RIGHT SIDE
OF APARTMENT 1 LOOKING FROM THE EXTERIOR

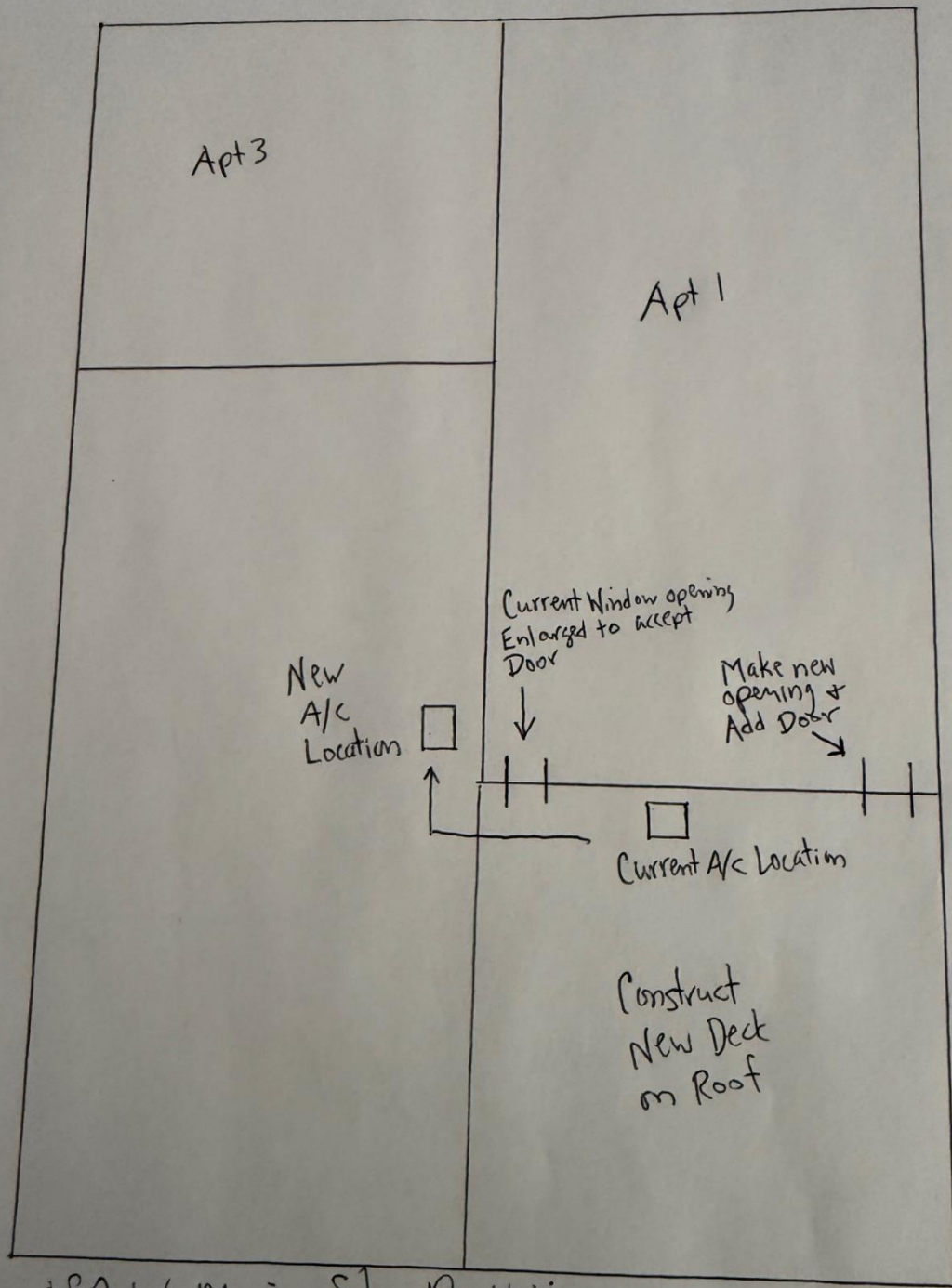
BOTH DOOR DIMENSIONS 36 IN X 80 IN
EACH HAVING ONE SIDE LIGHT TO LEFT OR RIGHT
MEASURING 14 IN X 80 IN

RELOCATE A/C UNIT FROM CURRENT LOCATION
TO LEFT CORNER OF APARTMENT 1

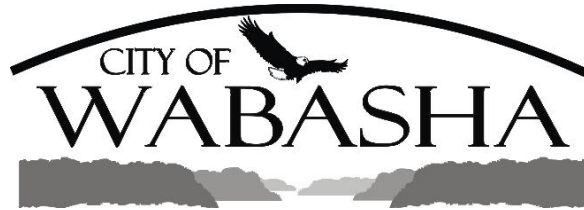
CONSTRUCT A DECK MEASURING APPROXIMATELY 24 X 24 FT ON EXISTING ROOF
DECK MATERIAL CONSIST OF TREX TYPE COMPOSITE
WITH STEEL POST AND CABLE RAILING

ROOF WAS CONSTRUCTED TO WITHSTAND WEIGHT OF DECK

CONSTRUCTION TIMELINE TO BEGIN ASAP
COMPLETION DATE APPROXIMATELY OCT 2026



180 W Main St. Building
2nd Story Apt. above Hill's Hardware



Memorandum

Office of the City Clerk

To: Wabasha Heritage Preservation Commission
From: Wendy Busch, City Clerk
Date: March 17, 2026
Subject: Add second story rear deck, enlarge window to accept doorway, add additional doorway and move A/C unit.

MEETING DATE: March 23, 2026

APPLICANT INFORMATION:

Applicant: George Hill
Building: 180 Main Street West
Owner: same

BACKGROUND

An Application has been submitted by George Hill, owner of Hills Hardware 180 W Main Street to make some modifications to the rear 2nd story by adding a deck, enlarging a window to accept a doorway, adding another new doorway and moving the a/c unit to a new location. Please see the attached application.



STAFF 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.”

Staff has provided two sample resolutions; one for approval and one for denial, for the commission to use in forming determination and supporting findings of fact.

Worksheet for approval



WHEREAS, Section 159.04 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 180 Main Street West for a new second story deck, window to door, new doorway and a/c unit relocation; and

WHEREAS, The Wabasha Heritage Preservation Commission provides the following findings:

- 1.
- 2.

NOW THEREFORE, IT IS HEREBY RESOLVED, the Heritage Preservation Commission approves the construction of a deck, window to doorway, new doorway and a/c unit relocation on the rear second story as proposed in the application submitted March 3, 2026, 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 159.04 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 180 Main Street West for construction of a deck, window to doorway, new doorway and a/c unit relocation on the rear second story of the property; 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 construction of a deck, window to doorway, new doorway and a/c unit relocation on the rear second story proposed in the application submitted March 3, 2026.

	Findings for Approval	Findings for Denial
Does the proposed work preserve portions or features of the site which convey its historical use, but also make it compatible for the new use?		
Are proposed materials appropriate the historic design elements of the alley?		
Does the proposed design reflect the historic uses of the alley?		
Are existing historic architectural features present being preserved or rehabilitated?		
Are the proposed design or elements more relaxed and informal and considered a modern interpretation of elements historically present		
Are the proposed design or elements considered an artistic approach to the design of the site?		

Heritage Preservation Commission

6. 1.

Meeting Date: 03/23/2026

SUBJECT: Main Street Update - Flicek

DEPARTMENT: Administration

TITLE:

Main Street Update - Flicek

PURPOSE:

Still looking for 110 feet for Community Roots mural..

Speedlings- looking Up Downtown project update

Heritage Preservation Commission

6. 2.

Meeting Date: 03/23/2026

SUBJECT: NAPC FORUM/PreserveMN Conference 2026

DEPARTMENT: Administration

TITLE:

NAPC FORUM/PreserveMN Conference 2026

PURPOSE:

As you know, the National Alliance of Preservation Commissions (NAPC) 15th biennial FORUM, “Preservation Currents,” will be held in Minneapolis this July 22-26. The attached email includes a link to the FORUM Preview Issue of *The Alliance Review*, which includes many terrific articles to introduce attendees to the host city.

You’ll recall that this year we are combining SHPO’s annual PreserveMN Conference with FORUM in Minneapolis – in other words, **we are not planning a 2026 PreserveMN Conference for this September**. As a result, NAPC’S FORUM in Minneapolis will serve as our annual training event, and every city that is a Certified Local Government (everyone on this email) is required to attend FORUM. NAPC’s mission of *helping to build strong local preservation programs and leaders through education, training and advocacy* is the driving force behind FORUM, the only national conference focused on the issues facing local historic preservation boards and commissions. FORUM includes dozens of educational sessions and discussion panels, mobile workshops and tours, and five days of non-stop networking for preservation commissioners, staff and volunteers representing local, state, and national organizations and government agencies. It will never be more convenient to attend FORUM and, quite frankly, we are honored that NAPC chose Minneapolis as the host city for 2026. For this reason, it is important that you make plans now to attend FORUM – we need a huge show of support from all of you to demonstrate that preservation is thriving across Minnesota!

I’m happy to report that SHPO will be offering scholarships for both commissioners and staff to attend FORUM. We are currently discussing what costs will be covered (registration, lodging, etc.) and how many scholarships each city will be able to apply for. I do not know when we’ll have specifics available, but it will not be before registration opens on March 25. At this point, be sure to block July 22-26 on your calendars and make plans to be in Minneapolis. I’ll be emailing all of you with more details soon, so stay tuned!

Please forward my email to all members of your HPC so they are aware of this.

We look forward to seeing you at FORUM in Minneapolis this July!

Michael Koop (he/him) | **Certified Local Government Coordinator**
State Historic Preservation Office
50 Sherburne Avenue, Suite 203
Saint Paul, MN 55155

Heritage Preservation Commission

7. 1.

Meeting Date: 03/23/2026

SUBJECT: Wabasha Main Street looking for Brown Highway Signage for "Historic Downtown" endorsement

DEPARTMENT: Administration

TITLE:

Wabasha Main Street looking for Brown Highway Signage for "Historic Downtown" endorsement

PURPOSE:

Commissioner Flicek will provide WMS background.
