



MEETING AGENDA

Duluth Heritage Preservation Commission, Special Meeting
To view the meeting, visit <http://duluthmn.gov/live-meeting>

Monday, July 13, 2020, 12:00 PM
(Note: Special Date, Time, and Location)

Call to Order and Roll Call

Unfinished Business

1. Update and Discussion on MN SHPO CLG Grant Award Historic District (a grant Historic of \$24,000 to prepare design guidelines for the Duluth Commercial Historic District. The City will establish a planning project boundary from 1st Street bound by 1st Avenue West to allow for guidelines focusing on the unique built form, based on historic building massing, height and character within the smaller planning area of the Duluth Commercial Historic District)
2. Update and Discussion on MN SHPO CLG Grant Award 2021 Conference (a grant of \$13,000 for the 2021 Minnesota Annual Historic Preservation Conference)
3. Update on Archival Documentation for Pastoret Terrace and Paul Roberson Ballroom

Communication and Other Businesses

4. Correspondence: MN SHPO, Lincoln Park National Outdoor Recreation Legacy Grant on Hold Temporarily, June 15, 2020
5. Correspondence: Section 106 Public Outreach for Cell Antenna Colocation at 325 South Lake Avenue, June 17, 2020
6. Consideration of Minutes: May 26 and June 1, 2020

Adjournment (Next Scheduled Meeting, Monday, August 10, 2020)

NOTICE: The Heritage Preservation Commission will be holding its July 13, 2020 Special Meeting by other electronic means pursuant to Minnesota Statutes Section 13D.021 in response to the COVID-19 emergency. Some members of the Board will be participating through video conference. Due to the COVID-19 emergency and the closure of City facilities, public comment will not be taken in person. However, members of the public can monitor the meeting and provide public comment on agenda items through WebEx Events. Visit <https://duluthmn.gov/live-meeting> to access the meeting. The public is also encouraged to submit written comment to planning@duluthmn.gov prior to the meeting. Please include "HPC Agenda" in the subject line, and include your name and address and the agenda item you are speaking to. Please note that all public comment is considered Public Data.

Heritage Preservation Commission
May 26, 2020 Special Meeting Minutes
City Hall – Council Chambers

Due to the COVID-19 emergency, the HPC members participated through video conference from home. The meeting was held as a Special Meeting pursuant to Minnesota Statute 13D.021 in response to the Covid-19 emergency.

Call to Order and Roll Call

President Jessica Fortney called to order the meeting of the Heritage Preservation Commission (HPC) at 12:03 p.m. on Tuesday, May 26, 2020.

Attendance: (Via WebEx video conferencing – all votes conducted via roll call)

Attending: Ken Buehler, Stacey DeRoche, Jessica Fortney, Brandon Hartung, Mike Poupore (joined during the 1st presentation), and Sarah Wisdorf

Absent: Meredith Anderson

Staff Present: Adam Fulton, Steven Robertson, Kyle Deming and Chris Lee

1. Recognition of two new commission members: Meredith Anderson and Brandon Hartung. Steven Robertson welcomes Brandon Hartung and invited him to introduce himself at the end of the meeting.

New Business

Due to audio issues, Item 2 (PL 20-054) is moved later in the agenda

3. PL 20-057 Historic Construction Permit (Impacts of 335 Feet/Temporary and 185 Feet/Permanent), Lake Superior and Mississippi Rail Road, Related to the Spirit Lake Sediment Remediation Project. Kyle Deming gives an overview. The LSMRR from Spring Street to Boy Scout Landing The U.S. Environment Protection Agency (EPA), Great Lakes National Program Office, is proposing temporary impacts to 355 feet and permanent impacts to 185 feet of the Lake Superior and Mississippi Railroad (LSMRR) as part of the Spirit Lake Sediment Remediation Project. It was designated a Duluth Landmark July 15, 2019, by the City Council via Ordinance 10634 (Planning file number PL 18-007). Therefore, according to Sec. 50-37.14.B of the Duluth Legislative Code, before demolition or construction may occur the Heritage Preservation Commission (HPC) must review the application and approve a Historic Construction/Demolition Permit. Ken Buehler asked when the project will start. Deming stated this construction season. Chair Fortney asked if there was a return letter from SPHO. Deming affirmed. Chair Fortney noted the permanent changes include picking up bridges and setting them back down. They were wooden and will be changed to pre-fab concrete. She has more questions for the applicant about the bridges including color, and width.

Applicant: Courtney Pacelli the projects EPA consultant addressed the commission. The pre-fab concrete will be colorized to match the timber aesthetic. The bridges will consist of new materials and will be a little wider, but the grade will remain the same. LSMRR will be re-using materials from their yard when possible. (Mike Poupore enters meeting.) Pacelli gave an overview of the bridge work. Poupore asked about Mud Lake. Pacelli stated it is a different project. Ken Buehler referred to figure 6 and asked about the crossing of the railroad track to spit of land point. Pacelli noted this allows access for

maintenance purposes for utility trucks. Buehler noted it is also a trail for pedestrians, so it will be multi-purpose. Pacelli affirms. Chair Fortney asked about the view shed. Will you see the holding tanks permanently? Pacelli noted there are three confined disposal facilities. The features will look as natural as possible. The areas will be capped in accordance with MPCA standards. The top will be seeded with natural grasses, and the habitat will be restored to these features. Buehler noted the train along the edge of the river will now be going through thicket wetland. Poupore asked if there was feedback from the Indigenous Commission or the railroad. Pacelli stated Fond Du Lac and SPHO have completed reports which are included as part of the 106 consultation process. Tweaks in their design were made to address concerns of the native tribes. The MOA discussed in the next agenda item will address the concerns of all involved parties.

Public Comment: No speakers.

Commissioners: Ken Buehler recused himself from voting, but urged the HPC to approve

MOTION/Second: Poupore/Wisdorf support the historic construction permit for the Lake Superior and Mississippi Rail Road related to the Spirit Lake Sediment Remediation Project

VOTE: (5-0, Buehler Abstained)

4. Memorandum of Agreement Between US EPA, MN SHPO, Fond Du Lac Band of the Lake Superior Chippewa, City of Duluth, and the United States Steel Corporation Regarding the Spirit Lake Sediment Remediation Project . Kyle Deming gave an overview. The Memorandum of Agreement (MOA) memorializes the actions and responsibilities of the parties relative resolving the adverse effects to historic resources expected to occur as part of the Spirit Lake Sediment Remediation Project. The agreement commits the U.S. EPA to archival documentation of the Lake Superior and Mississippi Railroad (LSMRR) prior to construction work and restoration of the railroad to an operational condition at the end of the three-year long project. It also commits the U.S. EPA and U.S. Steel to prepare an interpretation program at points along the proposed pedestrian walkway which is to be installed along a portion of the LSMRR. Lastly, the agreement commits the U.S. EPA to prepare a draft National Register of Historic Places Registration form for the LSMRR Historic District: West Duluth Segment. Chair Fortney noted she is pleased with archival documentation and feels interpretation is important. Stacey DeRoche asked what the interpretation will look like, and what will it encompass. Deming deferred to the applicant.

Applicant: Courtney Pacelli the projects EPA consultant addressed the commission. Interpretive planning will begin after executing the MOA. The EPA and US Steel will create a draft which will include interpretive signage along the railroad and pedestrian trails, and could include walking tours. The plan will developed by parties involved in the MOA.

Commissioners: Poupore asked if the pedestrian pathway will effect the train. Pacelli stated the pedestrian trail has a 15' setback from the railroad. No adverse effects were determined. Brandon Hartung noted interpretation is important. He noted the document in which xxxx amount of dollars will be provided by U.S. Steel. How is this amount determined? Pacelli stated the amount is being negotiated between the parties. This is a 3-year construction project. The specific amount will be determined by 5/29/2020. Hartung asked when the public will be able to provide feedback regarding the interpretive signage. Pacelli the draft will need to be completed. She is unsure exactly when the public will be invited to comment. She will follow-up.

MOTION/Second: Buhler/DeRoche support the MOA regarding the Spirit Lake Sediment Remediation Project

VOTE: (6-0)

2. PL 20-054 Historic Construction Permit (Façade/Windows/Doors), Temple Opera Building at 201 East Superior Street, Related to Rehabilitation of the Structure for New Occupancy. Chris Lee gave an overview. 201E, LLC is proposing to impact the south and west façades of the Temple Opera Building. The proposal is to update exterior elements and compromised parts of the structure. The elements being replaced are not original to the building and have deteriorated beyond usable life. By updating these parts, the building will have better weather proofing and energy efficiency. The Temple Opera Building was designated a Duluth Landmark July 9, 1991, by the City Council. Therefore, according to Sec. 50-37.14.B of the Duluth Legislative Code, before demolition and construction may occur the Heritage Preservation Commission (HPC) must review the application for the proposed work and approve a Historic Construction/Demolition Permit. Criteria to be considered as part of the HPC's permit review are found in Sec. 50-37.14.C: The commission shall approve the application, or approve it with modifications, if the commission determines that the application complies with all applicable provisions of this Chapter and state law and that the work to be performed shall not adversely affect the historic preservation landmark or district based on adopted historic preservation guidelines. Chair Fortney asked if all windows will be replaced in the front and side facades. Lee affirms. Chair Fortney asked why was aluminum was chosen over wooden windows. Lee deferred to the applicant.
Applicant: John Gerzina, project architect, addressed the commission. Aluminum was chosen due to energy code compliance and durability. It won't have a shiny finish, but will be painted in a muted color. The ornate trim will be kept.
Commissioners: Poupore feels it is a poor choice to use aluminum. DeRoche noted the front door area looks like it has been changed quite a bit. Gerzina noted changes were added through the years and they are meeting the spirit of the preservation plan. The display cases are not needed anymore. DeRoche agrees with Poupore about the windows. Chair Fortney noted the window material and they should also be concerned with the interior. Gerzina noted the preservation plan includes the exterior. DeRoche noted the preservation plan states to replace windows as close as possible to the original. Gerzina stated the original windows are long gone, and what exists now were replacement windows from the 1970's. DeRoche feels the interior appearance is important too and feels wood would be appropriate. Gerzina asked respectfully if there was a question, and feels he has met the preservation plan. The windows will have a dark gray paint finish. Poupore noted replacing the store front windows. He will not be able to support. It changes the whole building as presented now. Buehler asked the applicant if the ornate wood inside will be kept. Will the interior ornate wood hide the aluminum window? Gerzina stated you will see very little of the window due to the ornate wood trim. They also need to consider the energy code and long-term viability. They are trying to find a good balance. Chair Fortney asked what brand of window has been proposed. Gerzina stated it is not determined yet, but it will be a highly effective commercial brand. Poupore added it will be a commercial brand in a historic building. Hartung asked if the west door and all of the windows will be replaced. How will the arched windows be replaced? Gerzina noted the doorway facing the west will be entirely replaced and the windows will be custom fabricated to fit the openings. Robertson noted staff hopes the HPC will consider this application and approve with conditions if appropriate; he noted the community in general has a challenge with maintaining

occupancy and use of historic structures. He concluded by stating that the staff recommended approval as they seem to be substantially complying with the preservation plan, and they see it as a positive project for downtown. Wisdorf is in support. She noted aluminum will add longevity and there are similar windows across the street. In order to get businesses downtown, compromises need to be made. DeRoche is concerned to have an aluminum door. This is a great project for downtown, but more research on materials is needed. Hartung agrees with DeRoche. He noted the Moorish design pattern in the ground level windows. Poupore encourages the development of the building, but wants it done correctly. He suggests a design alternative be proposed by the applicant. This is a gainful opportunity to preserve the historic downtown district.

Public Comment: No speakers.

MOTION/Second: Wisdorf/Buehler support the historic construction permit for the Temple Opera Building with conditions added of wanting to see the interior of the windows, no metal exterior metal doors and adding Moorish feature overlays to the ground floor windows

VOTE: (3-3, Fortney, Hartung and Poupore Opposed – Motion Failed)

Commissioners: Poupore noted there are aestically pleasing metal doors and he would be okay with removing that condition. Owner, Brian Forcier, addressed the commission. He thanked the commissioners for their service. He noted they restored the Last Place on Earth Building. This building incorporated interior wooden trim. It's important to them, too. The construction permit timing is critical. He will agree to interior wood windows if it moves the project forward. DeRoche noted the owner's willingness and asked for a revote. Buehler asked the owner about agreeing to the Moorish design on the windows and the doors. Forcier stated he is fine with the replication of the Moorish design. He needs to install a handicap accessibility door. They will try to keep the avenue doors, but the front doors need to be handicap accessible. Robertson noted the HPC has a regular meeting scheduled for June 8th. He added that staff supports the HPC carefully weighing the pros and cons of the zoning application, but noted that in the grand scheme of things the city wants to prevent the decline by neglect of historic buildings, and this application proposes to improve the structure. Chair Fortney is willing to move it forward. Buehler suggested rephrasing the motion and showing leniency on the front door for handicap accessibility. Poupore stated asking for an alternative design is appropriate for the June 8th meeting. Square aluminum windows are not acceptable. He wishes to table for design alternatives. Buehler asked the owner if design alternatives can be presented to the HPC. He noted they can have a special meeting before the regular meeting on the 8th. Chair Fortney noted she would feel more comfortable seeing the final components in the applicant's proposal. Forcier noted he has performed other projects in the city successfully, and is a bit taken back. Wisdorf noted she appreciates Chair Fortney's comment to see it in the final design, but due to the applicant's good reputation with other projects, she feels they can move forward today. She is not in support of tabling. Buehler stated they could vote on a motion to table, but ask to call a special meeting for June 1st, 2020.

MOTION/Second: Poupore/Hartung Table for another week for design alternatives

VOTE: (4-2, Buehler and Wisdorf Opposed – Motion Passed)

Communication and Other Business

5. Consideration of Minutes: March 17, 2020
MOTION/Second: Buehler/DeRoche approve the minutes **VOTE: (6-0)**
6. Correspondence: Delay in Announcing MN SHPO CLG Grant Awards Until After May 15, 2020 – Robertson gave an overview.
7. Correspondence: MNDOT Section 106/Section 306108 Review of Lakewalk Extension Through Brighton Beach and Congdon Boulevard – Per Robertson included on page 167 of the packet for their consideration.

Buehler welcomes new commissioner Hartung. Hartung introduced himself. He moved to Duluth in 2012. Has a degree in communications and is enrolled in a graduate program at UMD. He works at Glensheen and likes history and preservation. He thinks the HPC will be a good fit.

Buehler noted this was a spirited meeting, but he feels good to be part of this group and commends Chair Fortney's actions.

Robertson will follow-up with the commissioners about their next meeting.

Adjournment at 2:02 p.m.

Respectfully,

Adam Fulton – Deputy Director
Department of Planning and Economic Development

Heritage Preservation Commission
June 1, 2020 Special Meeting Minutes
City Hall – Council Chambers

Due to the COVID-19 emergency, the HPC members participated through video conference from home. The meeting was held as a Special Meeting pursuant to Minnesota Statute 13D.021 in response to the Covid-19 emergency.

Call to Order and Roll Call

President Jessica Fortney called to order the meeting of the Heritage Preservation Commission (HPC) at 12:00 p.m. on Tuesday, June 1, 2020.

Attendance: (Via WebEx video conferencing – all votes conducted via roll call)

Attending: Ken Buehler, Stacey DeRoche, Jessica Fortney, Brandon Hartung, Mike Poupore (joined during the 1st presentation), and Sarah Wisdorf

Absent: Meredith Anderson

Staff Present: Steven Robertson

Unfinished Business

1. PL 20-054 Historic Construction Permit (Façade/Windows/Doors), Temple Opera Building at 201 East Superior Street, Related to Rehabilitation of the Structure for New Occupancy

Ken Buehler asks if staff can walk them through the proposed changes. Steven Robertson gave an overview. John Gerzina addressed the commission and continued the discussion from last week. They wanted to revisit the windows on the 2nd and 3rd floors, the keyhole features on the store front windows and the door on the western side. They did some research and want to meet needs within the budget of the project. They are proposing aluminum windows, but it will be a sash and frame type window interior design. In the spirit of conversation, they included a picture from the inside. There is a panel oak frame that goes around the window, which will remain. Chair Fortney verifies the transom window will also be replaced. Gerzina affirmed. The keyhole silhouettes will be included. They will recreate the character of the store front. Existing cast iron columns will be retained. Mike Poupore appreciates that they will retain the posts. He is concerned about losing the profiles of the old windows. He appreciates the applicant's efforts. Gerzina discussed the character of the door. They will retain the wood frame and ornate top, but will replace the door with aluminum material, but will replicate the design. Chair Fortney appreciates the applicant's time and effort. She approves of keeping the wooden door frame. Poupore asked the applicant why they aren't retaining the window wooden frames. Gerzina stated they can't cherry pick which ones they need to replace. They are in line with the preservation plan. They are emulating the lines of where the doors used to be. Stacey DeRoche walked by the site recently. She asked why they can't keep the non-functioning entries even if they are not in use. Gerzina stated the new tenant doesn't want confusion about where the entry is. Chair Fortney asked if they should open the item for public comments. Robertson stated they certainly can, but they have already met their obligation by holding a public comment period at their last meeting. Poupore asked about the front entry way. Will the architectural characteristics be maintained? Gerzina affirmed and noted the ornate copper ceiling. They will be replicating what is there now. Poupore stated he appreciates the applicant's patience. Sarah Wisdorf thanked the developer for coming back with more plan details. She

likes the new design and appreciates the shaping on top of the windows. Chair Fortney thanked the applicant and the commission moved to a motion.

MOTION/Second: Buehler/Wisdorf approve the certificate of appropriateness for the Historic Construction Permit (Façade/Windows/Doors), for the Temple Opera Building at 201 East Superior Street

VOTE: (6-0)

Communication and Other Businesses

2. Consideration of Minutes: May 26, 2020

MOTION/Second: Hartung/Buehler approve the minutes

VOTE: (6-0)

3. Update, Public Input on Interpretative Plan/Signage for PL 20-057 Historic Construction Permit LSMRR – Robertson noted the parks and recreation department will seek public input. He will follow-up with commissioners.

4. Correspondence: MN SHPO CLG Grant Awards – Robertson noted both grant applications were approved. He recommends more discussion for the HPC's July meeting agenda. Chair Fortney asked about more details about grant language. Robertson thought this was an excellent idea and will share a synopsis. Chair Fortney noted this would ensure everyone is on the same page. Their next meeting will be at the normal time in July.

Adjournment at 12:32 p.m.

Respectfully,

Adam Fulton – Deputy Director
Department of Planning and Economic Development

May 26, 2020

Ms. Eleanor Bacso
City of Duluth
411 W. 1st Street
Room 160
Duluth, MN 55802

RE: 2020 Certified Local Government Grant Application

Dear Ms. Bacso,

I am pleased to inform you that the Certified Local Government (CLG) grant application for Fiscal Year 2020 from the City of Duluth for \$24,000 to prepare design guidelines for the Duluth Commercial Historic District has been approved.

Feel free to contact Admin's grants office if you have any questions; Sarah Hernandez, 651-201-2504, sarah.hernandez@state.mn.us can assist you. You will be contacted by grants staff when your CLG contract is ready for execution through the grants system.

The State Historic Preservation Office looks forward to working with the city on this important project. Should you have any questions or concerns about the grant award, please do not hesitate to contact Michael Koop at 651-201-3291 or michael.koop@state.mn.us.

Sincerely,



Amy H. Spong
Deputy State Historic Preservation Officer

THE UNIVERSITY OF CHICAGO

The University of Chicago is a leading center of research and learning in the natural and social sciences, the humanities, and the arts. It is a place where the most brilliant minds in the world come to study and work together. The university's commitment to excellence is reflected in its high standards of academic achievement and its dedication to the pursuit of knowledge for the benefit of all.

THE UNIVERSITY OF CHICAGO
5408 S. UNIVERSITY AVE.
CHICAGO, ILL. 60637



Pastoret Building Location
 Duluth Commercial Historic District
 Contributing Resource
 Non-Contributing Resource

300 150 0 300 Feet
 Date: 5/6/2018 Time: 10:54:14 AM User: MarkCulbur

MAY 2018

Figure 8



Responsive partner. Exceptional outcomes.

CITY OF DULUTH

Duluth Commercial Historic District and Pastoret Building Location

May 26, 2020

Ms. Eleanor Bacso
City of Duluth
411 W. 1st Street
Room 160
Duluth, MN 55802

RE: 2020 Certified Local Government Grant Application

Dear Ms. Bacso,

I am pleased to inform you that the Certified Local Government (CLG) grant application for Fiscal Year 2020 from the City of Duluth to host the 2021 Preserve Minnesota Annual Historic Preservation Conference has been approved. However, the City's request for \$17,200 was reduced slightly to \$13,000. In addition, at this time we are uncertain if the 2020 Annual Conference will be held this September in Stillwater or postponed until 2021. Postponing Stillwater until 2021 will obviously prevent Duluth from hosting in the same year, which will require additional conversations in order to adjust the schedule.

Feel free to contact Admin's grants office if you have any questions; Sarah Hernandez, 651-201-2504, sarah.hernandez@state.mn.us can assist you. You will be contacted by grants staff when your CLG contract is ready for execution through the grants system.

The State Historic Preservation Office looks forward to working with the city on this important event. Should you have any questions or concerns about the grant award, please do not hesitate to contact Michael Koop at 651-201-3291 or michael.koop@state.mn.us.

Sincerely,



Amy H. Spong
Deputy State Historic Preservation Officer

CONFIDENTIAL

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*H*astings' Mississippi River setting and historic buildings are irreplaceable assets that contribute to the economy and greatly enhance the community's sustainability and overall quality of life.

Pioneer cottages from the 1860s as well as turn-of-the-century mansions are part of Hastings' housing stock. Along the river, Main Street (E. Second Street) includes nearly fifty handsome historic buildings adapted for twenty-first-century retail, commercial, and residential uses. Throughout the city, many residents have maintained the value of their historic homes through sensitive repairs and restoration.

Houses, churches, and commercial and industrial buildings comprise the core of the city's historic resources, but there are many other kinds of historic properties, including archaeological sites, bridges, and landscapes.

By proper maintenance and historically appropriate exterior alterations, all of the owners of historic properties in Hastings have a role in preserving the city's heritage. The Hastings Historic Design Guidelines have been adopted by the Heritage Preservation Commission as a guide for planning a variety of exterior projects such as new roofing and masonry cleaning, as well as major projects including additions and new construction.



William Thorne House, 319 W. Second Street (1859), in the W. Second Street Historic District. Photo 2002.



E. Second Street Historic District. Photo 2002.



J.G. Mertz & Son Building (1899) during restoration, 2002.



315 Pine Street in 2002.

The Heritage Preservation Ordinance (No. 185) adopted by the Council in 1985 provides:

. . . that the historical, architectural, archaeological, engineering and cultural heritage of this city is among its important assets. Therefore, the purpose of this chapter is to establish a municipal program of heritage preservation, as authorized by Minnesota Statutes 471.193 to promote the use and conservation of historic properties for the education, inspiration, pleasure and enrichment of the citizens and visitors of Hastings.

Heritage Preservation Commission

The **Hastings Heritage Preservation Commission (HPC)** was created by the City Council in 1977 to promote the conservation of the city's heritage. By ordinance, the nine-member commission is empowered to conduct the historic and cultural resources inventory of the city, recommend properties for historic site designation, conduct design review for designated properties, and sponsor a variety of public education activities. The HPC is staffed by the director of the Housing and Redevelopment Authority (HRA). A copy of the ordinance is found in the Appendix.

National Register of Historic Places

Hastings has over sixty properties listed on the **National Register of Historic Places (NRHP)**. Many are located in the city's two NRHP historic districts while others are individually designated. National Register listing is made by nomination by the State Historic Preservation Office (SHPO) on the recommendation of the State Review Board. Nomination research is often initiated by the HPC. The Register provides that government agencies, developers, and others using federal funds or undertaking projects licensed or assisted by the federal government must submit plans for review by the SHPO whenever the activities will impact a National Register property. Also, owners of income-producing National Register properties may take advantage of investment tax credits in revitalization projects, if the revitalization project meets certain guidelines. Contact the Heritage Preservation Commission staff at (651) 437-4127 for more information.



307 Sibley Street in 2002. Designated as a Hastings Heritage Preservation Site.

Local Designation: Historic Districts and Heritage Preservation Sites

National Register of Historic Places listing provides review and possible protection for projects supported by federal funding (such as road construction). However, the designation of **local** historic districts and individual properties is the responsibility of the Hastings Heritage Preservation Commission. Following study and evaluation of an historic property or district, the Commission can forward recommendations to the City Council. After notification of property owners and public hearings, the council may designate the property or district as a **Heritage Preservation Site**. There are now over 150 properties designated as Heritage Preservation Sites, including those also listed on the National Register of Historic Places.

Design Review and the Certificate of Approval

Following designation, building permits for exterior alterations, demolition, or moving are reviewed by the HPC. The Hastings Design Review Guidelines for residential and commercial properties are used to determine the impact of the proposed work on the historic appearance of the property. Following approval, the Commission may issue a **Certificate of Approval**, authorizing the issuance of a building permit.



Howes-Graus House, 718 Vermillion Street, ca. 1868. Listed on the National Register of Historic Places and designated as a Heritage Preservation Site.

Frequently Asked Questions



W Third Street in 2002.

Design Guidelines. . .

. Do not require that owners return a building to its original appearance (although this is encouraged for some commercial buildings in the E. Second Street Historic District).

. Do not apply to interior work. However, owners are encouraged to retain historic interior features including trim, moldings, doors, and tin ceilings.

General Principles:

. Gather as much information as possible during the initial planning phase of the project.

. It is better to maintain than to repair.

. Damaged historic features should usually be repaired rather than replaced.

. If repair isn't possible, replacement features should match the historic originals as closely as possible.

. Consider the reversibility of any changes.

Who must use the design guidelines?

Design review is conducted by the Heritage Preservation Commission (HPC) only for heritage preservation sites or for properties within local historic districts, and only for exterior work requiring a building permit. A map of local districts and a list of individually designated heritage preservation sites is found in the Appendix.

What about painting?

The Commission recommends that property owners consider historically appropriate color schemes and use good quality paint and stain.

How does a property owner use the guidelines?

1. First, it is important that property owners and their contractors and suppliers review the guidelines before applying for a building permit. HPC staff is available to review the guidelines with applicants at all stages of the project.

Next:

2. Review the illustrations of Hastings building types and styles and compare them to the building, especially noting features such as rooflines, windows, porches, entries, and trim.

3. Compare maintenance or alteration plans to applicable residential or commercial guidelines.

4. Determine if the plans are compatible with the guidelines. Call the HPC at 480-2384 with questions.

5. Complete an application for a Certificate of Approval, including drawings and photographs and product specifications as required. See the Appendix for a design review application and instructions.

How long does it take to get a Certificate of Approval for a designated property?

Call the HPC for information about the review process applicable to your project. Certain applications can be approved by staff. The length of the review process can depend on the scale and complexity of the project, and on the completeness of the building permit application.

Except for work such as re-roofing and exterior cleaning, most applications will be reviewed at monthly HPC meetings. In some cases, review may be completed between regular meetings.



Historic features such as these masonry anchors should be conserved, as well as the limestone wall.



Decorative pressed metal ceilings like this example at the Gardner House are found on the interior of many commercial buildings in Hastings.



Red and cream brick as well as buff-colored limestone were used for commercial building construction. Unpainted brick and stone surfaces should not be painted.

1. Conservation

Conserve and enhance the original appearance of historic commercial buildings. All decorative historic features such as columns, brackets, and parapets should be retained in repair or renovation projects. Conserve original stone, brick, tile, terra cotta, and other surfaces. Determine the original appearance of historic commercial buildings through archival research and building inspection, and use the information in planning improvements. Restoration or renovation should not borrow designs, materials, or colors from periods inappropriate to the historic design.

2. Interiors

Historic interior features such as pressed metal ceilings, millwork trim, tile floors, and decorative glass should be maintained and conserved.

3. Masonry

Deteriorated brick, stone, mortar, and other materials should be replaced with material used in the original construction or with materials that resemble the appearance of the original as closely as possible. The advice of a skilled mason should be sought for major repair projects.

Cleaning and Waterproofing

Masonry cleaning should be conducted only to halt deterioration and by means such as low pressure water, soft brushes, and/or appropriate chemical treatment. Sandblasting should not be used under any circumstances. Waterproof and water repellent coatings should not be used unless there is evidence of past water penetration.

Repointing

Original mortar joint size and profile should be retained and/or reduplicated in repointing. Mortar mixtures should duplicate the original in lime, sand, and cement proportion and should duplicate the original mortar in color and texture.

Painting and Paint Removal

The original color and texture of masonry surfaces should be retained and unpainted stone and brick surfaces should not be painted. The removal of paint from painted masonry surfaces should only be attempted if unpainted surfaces are historically appropriate and if removal can be accomplished without damage to the masonry.

Resurfacing

Stucco, artificial stone, brick veneer, or vinyl or aluminum products should not be applied over historic masonry surfaces.



The parapet is the portion of the wall rising above the roofline, and can be shallow or very deep. On many nineteenth-century commercial buildings, parapets of stone, metal, and wood are major design elements and are decorated with a variety of brackets, scrolls, finials, dentils, and name plaques. The horizontal cornice line at the roofline may be flat or highly decorated.

Copings are simple caps of stone or metal, and are often used along party walls or along the parapet.

3. Roofs, Cornices, and Parapets

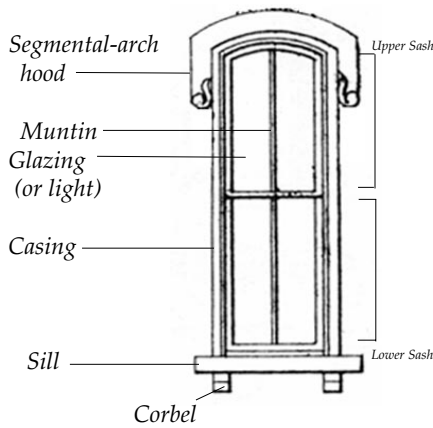
- a. The historic roofline including the cornice, parapet, and other elements should be maintained. No part of the cornice or parapet should be covered or removed.
- b. Where a cornice or parapet is missing, replacements should be based on historic photos or other evidence. New cornices of wood, masonry, or sheet metal should be compatible with those on similar historic commercial buildings.
- c. Historic masonry copings should be maintained. Where coping is missing on common (party) walls, metal coping with an appropriate painted finish is acceptable. It should not extend on the exterior building wall farther than the approximate width of a single brick or masonry unit.
- d. Modern roofing materials such as rolled rubber are suitable for flat roofs not visible from the street.
- e. Rooftop equipment, including air conditioning units that project above the roofline, should be set back from the primary building elevation. It should not be visible from the street level.



Historic rooflines include corbels of stone and brick, parapets of stone, brick, metal, or wood, and a variety of other decorative features.



Historic features are probably hiding behind the covered-over facade at left.



Parts of the Window



Elaborate window moldings are part of many nineteenth-century commercial facades.

4. Removal of Non-historic Features

Consider the removal of past inappropriate alterations. Siding, signs, canopies, filler panels of plank or shingles, stucco, concrete or glass block, and fiberglass are among inappropriate materials that may be removed.

5. Replacement of Missing Features

Replace missing materials and features shown in historic photographs or other evidence including similar buildings of the same period. The replacement materials or features should replicate the size, scale, design, material, and texture of the original.

6. Windows

Conserve the original appearance of historic windows. Windows should not be filled in with wood, brick, or any other material.

Size and Shape

Existing window openings should be retained. Window openings should not be enlarged or reduced to fit new units.

New window openings should not be introduced into principal elevations. New windows should be compatible with existing historic units.

Sash

The size and number of panes of glass in each sash should not be altered. New sash, if installed, should duplicate the existing or other appropriate historic models. Crank out units are not appropriate replacements for double-hung sash.

Whenever possible, choose new units of wood, rather than metal. If metal is selected, it must have a baked enamel or other appropriate factory finish.

Trim

Retain all decorative trim around the windows, including lintels, pediments, and hood. If replacement is necessary the original profile should be replicated.

Windows (continued)

Shutters and Blinds

Shutters and blinds should not be installed on buildings not originally designed for them. Where appropriate, shutters should appear to be operable and should be mounted to the window casing. Shutters should be constructed of wood.

Security Measures

Historic trim or other architectural features should not be removed for the installation of security bars or grills.

7. Entries and Storefronts

a. Size and Shape

All historic entry and storefront components should be retained. Entry openings should not be enlarged or reduced to fit a new door. New entry openings should not be introduced into principal elevations. Any new entry openings and doors should be compatible with existing historic units. Interior dropped ceilings should be set back at least 5 feet from exterior doors and windows.

b. Trim

Original or historic features of the entry and storefronts, including hoods, cast iron or other columns, sidelights, fanlights, tilework or paving, bulkheads, transoms, moldings and hardware should be retained. If replacement is necessary, historic trim details should be replicated.

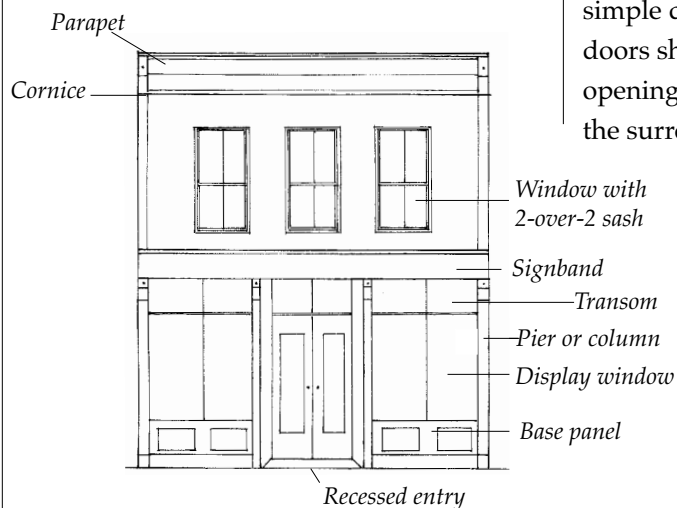
c. Entrances

Historic doors (and hardware) should be repaired rather than replaced. If replacement of original or historic doors is necessary, the replacement should be compatible with the material, design, and hardware of the older door. If there are no historic models available, the new door should be of simple design with a single-light design. Historic garage openings and doors should be conserved. If removal is necessary, materials used to fill the opening should be compatible with the material, design, and hardware of the surrounding facade.



The renovation of this storefront included replication of many missing original features, including double-leaf doors, transoms, and fluted woodencolumns framing the display windows.

Parts of the Commercial Facade and Storefront

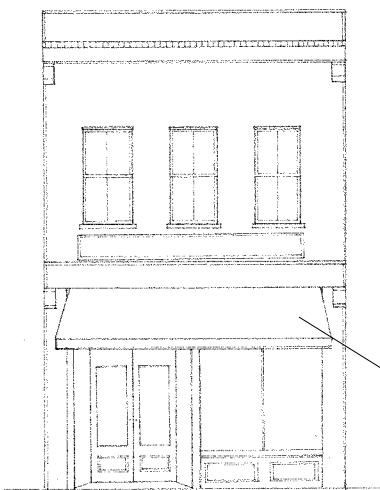




Signs like that at upper right occupy the signband area of the facade and do not detract from the historic character of the building.



Historic painted signs should be retained.



8. Signs, Awnings, and Lighting

a. Signs and awnings should follow regulations subject to provisions of the city's zoning ordinance.

b. Wherever possible, signs should be placed in traditional sign locations including the storefront signband area and upper facade. Existing signboards and sign frames should be reused if possible to limit drilling new holes into masonry or wood.

c. Signs should be appropriately sized and complement the building exterior. They should be constructed of traditional materials such as wood and metal.

d. Signs should not conceal architectural details or features and materials should be compatible with the materials of the building to which they are attached.

e. No part of the historic facade should be irreversibly damaged or altered in the installation of signs and awnings. Limit drilling new holes into masonry. Sign hardware should be attached to the building with holes drilled into mortar joints, if possible.

f. Where appropriate, historic painted advertising signs on building walls should be conserved.

g. Awnings should be sized to fit the windows and storefronts behind them. Simple canvas awnings are traditional in Hastings.

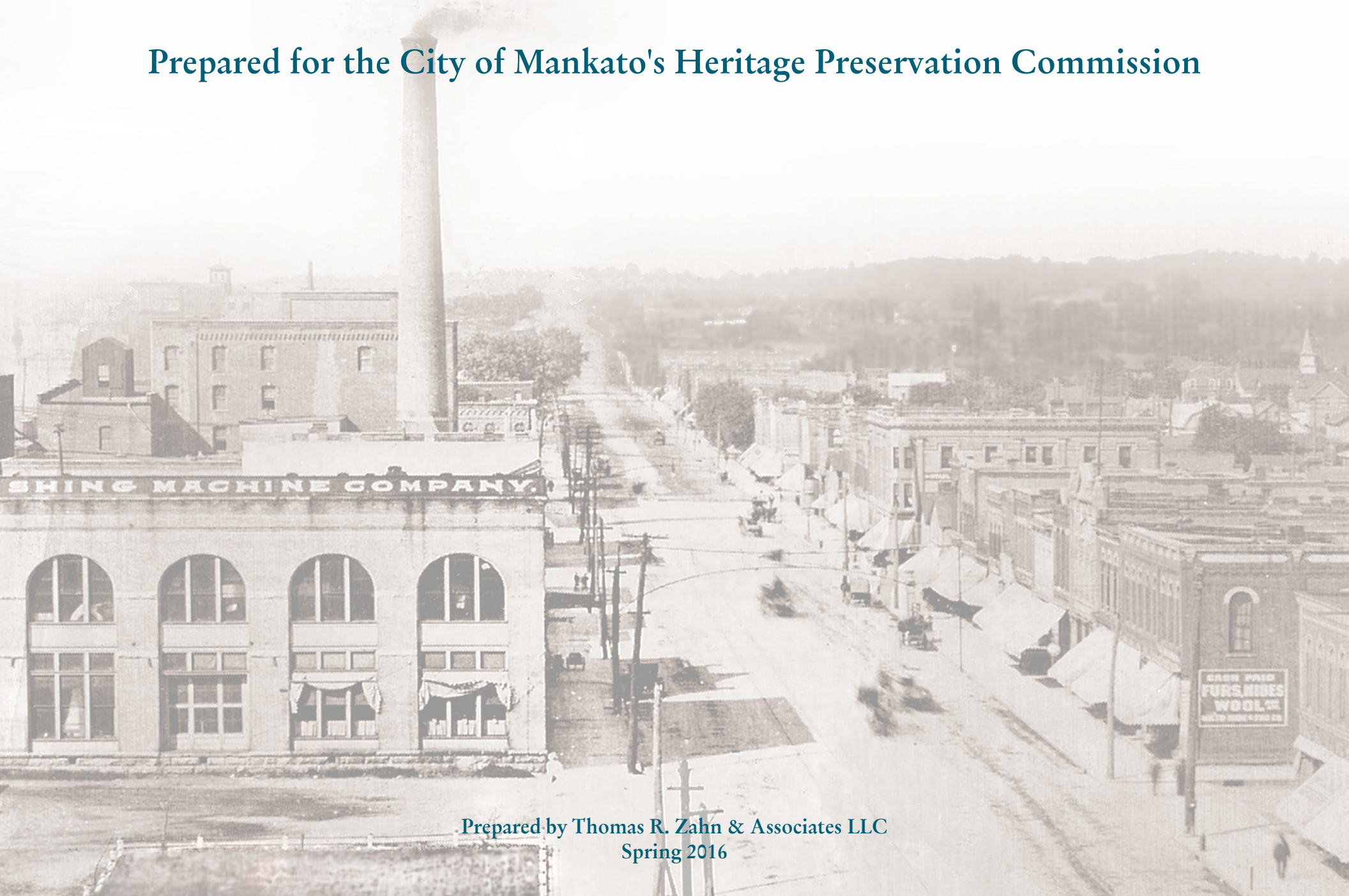
h. Lighting should highlight building elements, signs, or other features rather than attract attention to itself. Lighting should have an even level of illumination and be indirect. New light fixtures should be of simple contemporary design.

i. No part of the historic facade should be irreversibly damaged or altered in the installation of lighting. Electrical conduit and other hardware should be concealed and not installed across the building facade.

Awnings should be appropriately sized and constructed. Installation should not damage the wall or trim.

MANKATO'S NORTH FRONT STREET COMMERCIAL DISTRICT DESIGN GUIDELINES

Prepared for the City of Mankato's Heritage Preservation Commission



Prepared by Thomas R. Zahn & Associates LLC
Spring 2016

PREFACE

The City of Mankato is pleased to present the North Front Street Commercial District Design Guidelines. This publication provides building preservation and rehabilitation information for property owners within the historic commercial district that was listed on the National Register of Historic Places in July of 1980. This manual may also provide preservation information to a broader audience of historic structure owners throughout Mankato.

One of downtown Mankato's greatest resources, the North Front Street Commercial District, is unique in its well-preserved concentration of late-19th and early-20th Century historic and architecturally interesting buildings located at the northern edge of Mankato's central business district. The district is a block-and-a-half remnant of Mankato's original commercial district, reflecting the economic growth of a major southern Minnesota city and changes in commercial architecture from the 1870s to the early 20th century.

The City of Mankato has seen a revitalized interest in its history due to the appointment of a Historic Preservation Commission (HPC) as part of the City Center Renaissance Plan, and its status as a Certified Local Government. Residents and community leaders alike are eager to see the community better incorporate historic preservation into everyday life and therefore use past development to inform future planning activities.

Historic preservation is not, however, a new concept to the city. The Blue Earth County Historical Society (BECHS) has been active since 1901, maintaining a comprehensive library, an on-site educational museum, and a beautiful house museum at the City-owned-and-maintained Hubbard House, as well as publishing both books and a quarterly newsletter and holding numerous and varied special events. Numerous books and publications have given great insight into the history of the area, and of course the *Mankato Free Press* is an invaluable resource. Local educational institutions, particularly Minnesota State University, Mankato, have incorporated the history of Mankato into their coursework to great effect. Heritage Preservation Commission members themselves reflect this diversity of experience and interests.

As part of the city's preservation planning efforts Mankato completed a comprehensive context study of the community in the winter of 2009-10. *The City of Mankato Historic Context Study* developed an inventory of Mankato's historic resources and structures, and provided a framework for future preservation initiatives in the community. A good understanding of historic contexts allows the city to evaluate its resources and plan for future development, while securing the character and spirit inherent in Mankato's history.

In the fall of 2010 the city completed an intensive survey of 12 of Mankato's properties that were either individually listed or part of the North Front Street Commercial District. The building survey was designed to supplement the existing National Register of Historic Places documentation and potentially lead to local heritage preservation landmark designation of the subject properties by providing additional building condition information, assessment of integrity, and updated photographic documentation on individual building survey forms. The survey information was intended to be used to promote public understanding of and appreciation for the community's historic resources, identify potential structural concerns and needs, and provide informed and useful information on the 12 historic sites.

Properties that have been designated as local landmarks by the HPC include the:

- First Presbyterian Church at 220 E. Hickory Street;
- Stahl House at 301 N. Riverfront Drive;
- Kenny House/Tacy Kelly's House located at 332 Center Street;
- Maud Hart Lovelace House/Betsy Ray's house at 333 Center Street;
- Hubbard House at 606 S. Broad Street;
- Blue Earth County Courthouse in the downtown at 204 S. 5th Street;
- Eberhart House at 228 E. Pleasant Street;
- Highland Park at 950 Warren Street;
- Lincoln Park at 200 Lincoln Street;
- Pioneer Park at 1400 N. 6th Street;
- Tourtellotte Park at 300 W. Mabel Street;
- Washington Park at 215 N. 4th Street;
- Sibley Park at 900 Park Lane; and
- First National Bank at 229 S. Front Street.

In 2011 the City of Mankato initiated a study of the pre-Civil War stone house at 129 N. 6th Street. The study evaluated Mankato's remaining 19th century stone houses and made recommendations on the importance of preserving the N. 6th Street stone house. The property had fallen into tax forfeiture and the structure remained vacant for many years. Following the City's initiative and the study's findings, the property was purchased in 2015 at county auction and the owner has been rehabilitating the dwelling, including reconstructing the north wall which had fallen. The City of Mankato's Economic Development Authority provided financial assistance towards the rehabilitation due to the dwelling's historical significance.

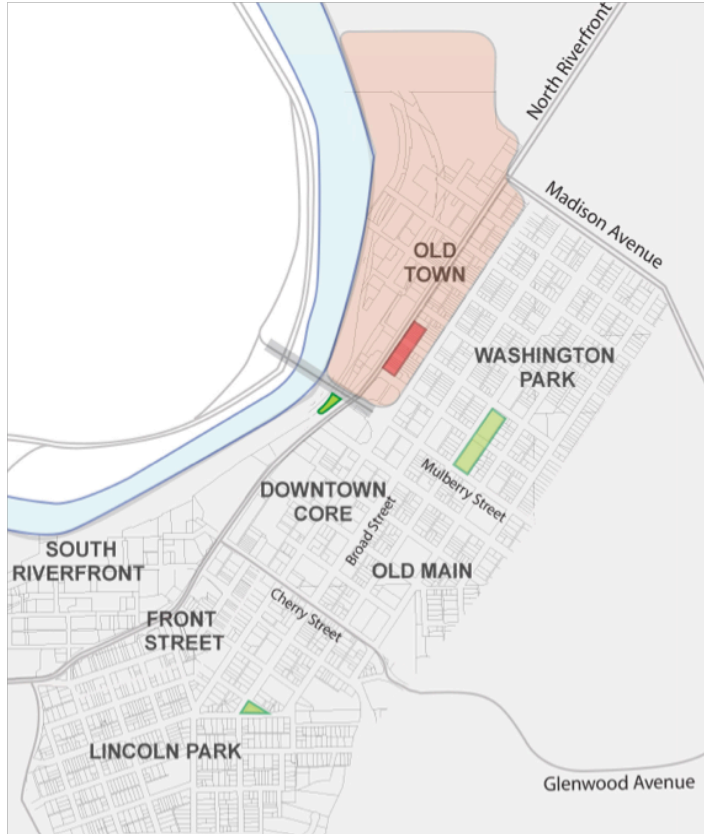
The Mankato HPC and City Staff have answered many questions from property owners about improvements or repairs to their buildings since the establishment of the Mankato HPC, ranging from the proper treatment for doors and windows, awnings, and signs, to the care of masonry and wood framing elements. The written guidelines and visual examples within this manual are meant to aid those desiring to maintain and enhance a historic property. The illustrations, comprehensive in nature, represent the ideal. At times, because of financial constraints, a property owner may incorporate only part of the plan or undertake long-term phasing of the plan.

This manual is part of a continuing effort to encourage the rehabilitation and preservation of the community's commercial architecture and surrounding business properties. The City has resources available, such as the "Preservation Briefs," National Park Service, U.S. Department of the Interior, to assist property owners with restoration and rehabilitation projects. Additional programs and financial assistance for rehabilitation are available. For more information, contact the Mankato City Offices at 311 or 507-387-8600 or visit the HPS (Heritage Preservation Services) website of the National Park Service at:

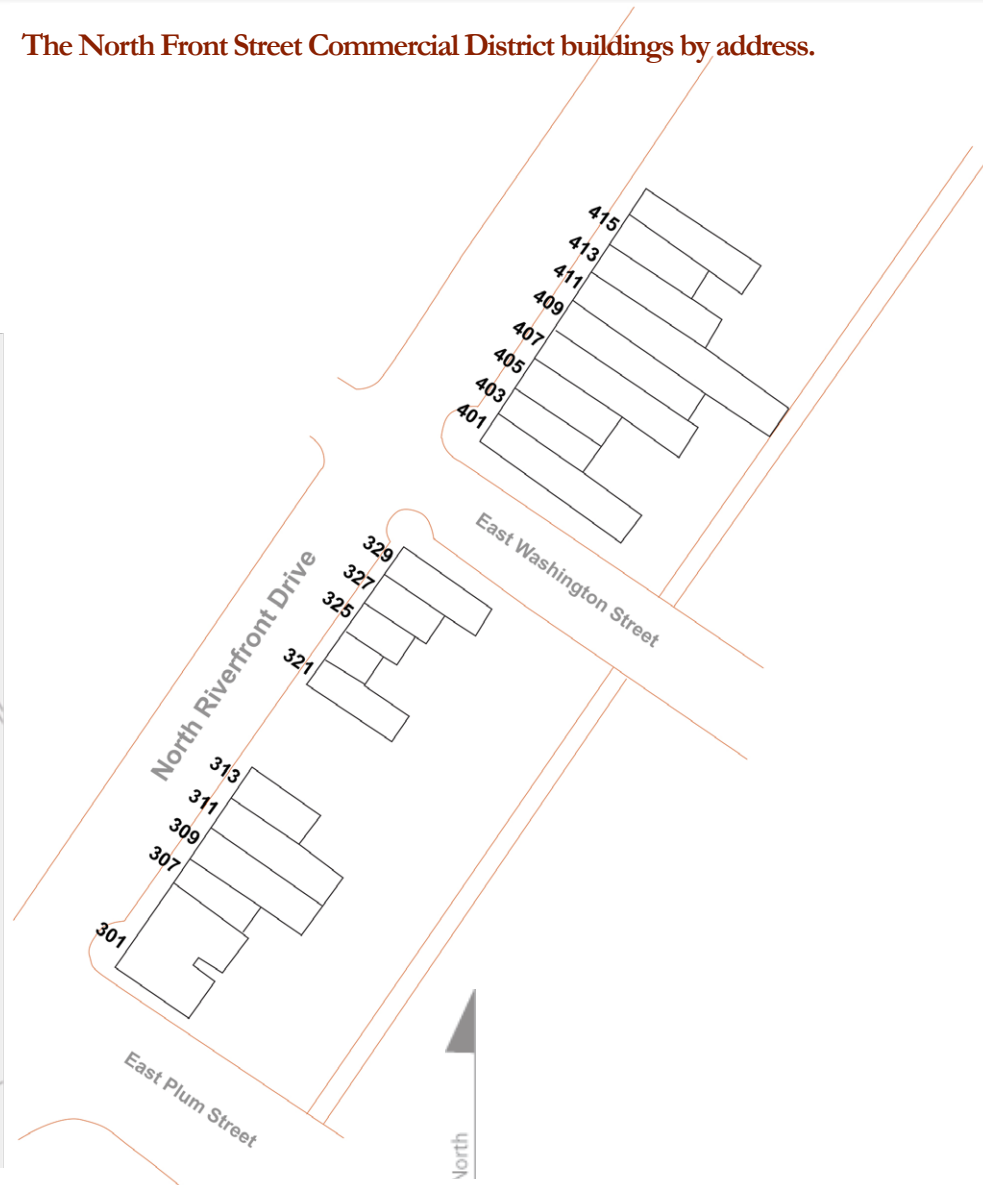
NORTH FRONT STREET COMMERCIAL DISTRICT MAP

Where do the design guidelines apply?

The Preservation Design Manual applies to properties within the North Front Street Commercial District seen below in Mankato's Old Town neighborhood and defined by the dark orange color.



The North Front Street Commercial District buildings by address.



INTRODUCTION

By 1853, just one year after it was founded, Mankato was named the county seat for Blue Earth County. There was already a burgeoning downtown, including the “Mankato House” hotel at Front and Hickory Streets (as well as one other smaller hotel), two stores, two lawyers, two tailors, a quarry, a saddler, a millwright, a warehouse, and a school. There were about 20 families in the town, with housing ranging from rough shanties to sturdy log cabins.

By the late 1850s, Mankato was bustling, with many more stores and taverns, the Bierbauer brewery — the first brewery in Minnesota west of Saint Paul, a doctor and pharmacy, and a newspaper. The first civic services had begun, with twice weekly stagecoach mail service by George Marsh (though Parsons King Johnson had been the previous postmaster, periodically delivering mail that came by riverboat). Increasing riverboat traffic — over 200 landings per summer — brought supplies to Mankato, as well as new settlers, and transported wheat and other crops upstream back to the Twin Cities.

Mankato’s rise to importance as southern Minnesota’s center for trade and industry did not stem only from its easy access to varied transportation methods. Commerce and industry sprung up quickly in the new town, supporting the agricultural trade in the rich nearby farmlands.

Early Expansion

The 1880s were boom years for much of Minnesota, and Mankato was no exception. Railroads had augmented (and eventually eclipsed) river traffic, allowing for the easy transport of the area’s rich agricultural commodities. Processing facilities, such as the Hubbard Mill, capitalized on this market, but there were many other agricultural facilities, ranging from tanneries to knitting mills to breweries to linseed oil factories. Non-agricultural commodities included some lumber, but especially the several quarries that provided “Mankato stone,” a creamy colored, durable dolomite that was a valued construction material. Wholesalers (especially grocers) and retailers flourished, as did associated businesses such as banks.

The population grew rapidly, increasing by 41% between 1880-1885 and diversifying the population from the second-generation Easterners who had originally settled the city to include Scandinavians, Germans, Irish, Scots, and Welsh. This expansion led to the settlement of new neighborhoods, and the availability of civic services including schools, waterworks, gas, electricity, street paving, and telephone service.

Mankato’s Downtown

Turn-of-the-century downtown Mankato was a vibrant and busy place. The business district stretched close to a mile down Front Street, in comparison to most Minnesota river towns, where the central business district typically encompassed no more than two to three blocks. The South Front Street area was especially prosperous, and thrived until the latter part of the 20th century. Many of these merchants built elegant homes in nearby Lincoln Park, the “silk-stocking district” of the city.

The North Front Street area became the shopping area for the working families who lived northeast of Main Street in the Washington Park neighborhood. The businesses supplied the needs of permanent and transient labor associated with manufacturing, building, transportation and service trades. Historic uses of the buildings along North Front Street include a hotel, shoe store, tailor, grocer, meat market, physician, drug store, saloon, and photographer.



Turn-of-the-century photograph looking north along North Front Street. The three-story Stahl Hotel (1893) can be seen (with the corner awning) just to the upper right of center.

automobile access, led to an extensive relocation of area retail in the 1960s. Although some businesses continued to offer their services in the downtown, many of the commercial buildings were altered or eliminated as part of the urban renewal efforts in the 1970s.

The loss of these resources makes the preservation of the North Front Street Commercial District all the more important. This small but well-preserved strip of buildings demonstrate the diversity and vitality of Mankato commerce, a sense that continues today as the storefronts house varied shops and services. The buildings also show the progression of commercial architecture in Mankato, ranging from very simple 1870s styles to elaborate Victorian decoration. See the list of properties in **APPENDIX II • DISTRICT BUILDINGS BY ADDRESS** on page 43.

The 400 block of North Front Street as it appeared in 1969.



Because of Mankato's role as a transportation and agricultural hub and as the county seat, it hosted many travelers. There were many hotels in town, ranging from "workingman's hotels" such as the St. Paul House on North 4th Street (now the Wesley Annex apartment building) to the exclusive Saulpaugh Hotel (1889) once located at Front and Main Streets.

A few original Mankato hotels remain in the North Front Street Commercial Historic District, namely the Stahl House (now the Wine Café) built in 1893 and located at 301 North Riverfront Drive, and the smaller Mathias Sontag Hotel (c. 1871) located a block north at 401 North Riverfront Drive. Although not currently used as hotels, these historic structures give a glimpse of what travelers might have experienced in the late 19th century.

The advent of the suburbs, coupled with easy

PROJECT CATEGORIES

Like the commercial district's historic structures, each downtown building project is unique and full of hidden dimensions. However, most work falls into one of the following categories:

Preservation—For buildings that have experienced little change through time

Preservation is essentially retaining and properly maintaining the existing historic aspects of a building. Buildings that retain and reflect the historic character of the district serve as the backbone among new and altered structures. It is impossible to overstate the importance of maintenance. As buildings weather, deteriorate, age, and erode, maintenance is easy to postpone. Simple preventative measures such as caulking windows, repainting exposed and worn surfaces, and guarding against water leakage are time proven money savers.

Restoration—For buildings that have architectural significance, but have gone through some change

Mankato has buildings that are historically and/or architecturally significant, but have been altered. Restoration is the process of returning the structure to its original appearance. Restoration, however, does not imply the creation of a precious museum piece. The structure must have an economically feasible use in order to justify restoration.

Renovation—For buildings that have been modified extensively

Many buildings benefit from some degree of renovation using modern materials and techniques that convey the character of missing original features. But it is important to preserve the integrity of an aged building. Renovation often involves the undoing of previous generations of maintenance, such as removing layers of old paint, peeling off applied wood siding, and uncovering original floors. This process involves stripping away one or more layers of “modernization.”

Redesign—For buildings which that are sound but do not enhance the streetscape

Inevitably there will be a certain number of buildings which are basically sound, but do not enhance the historic character the city wishes to express. These buildings can be redesigned to support the historic downtown. There is often much latitude in the redesign of such structures. However, it is important that the new facade appear appropriate and compatible in the context of the overall streetscape.

New Construction—For filling gaps in the streetscape

An important element in a historic downtown is the quality of infill construction. The desired effect of new construction in a district is to complement existing structures. It is important that new construction not be allowed to dominate or overpower its more historic neighbors. Its basic design elements (size, mass, material, color) must be compatible with surrounding structures. These guidelines will suggest ways of achieving this.

PLANNING A BUILDING PROJECT



Evaluate Your Building

Look closely at your building. It's often clear to see where changes have been made. Look at similar buildings in the district that may not have had major alterations. Look for historic photographs. Photographs may be found at the Blue Earth County Historical Society or the Minnesota Historical Society. Search through storage areas and basements for missing facade elements.

Set a Budget

Once you have a good idea what your building once looked like, you will need to decide what you can afford to do about it. Don't feel that you have to do everything at once. While your plan should reflect an overall approach, you may want to complete the actual work in phases. Keep in mind that there are potential sources of assistance. Federal tax incentives, accelerated depreciation, or tax credits may also be available and should be explored as part of your budget planning. (See page 11)

Decide on an Approach

The previous section described the typical building project improvement options. Your project may fit into one of these categories or it may straddle categories. Let your budget and your building be your guides. Pay special attention to the impact of your plans on neighboring buildings and on the whole streetscape.

Design Guidelines as a Resource

The Mankato Heritage Preservation Commission is responsible for preserving and enhancing the historic character of Mankato's historic properties and districts and, in that capacity, provides design review for building improvement projects that impact the historic character of community.

This design manual covers most of the issues likely to arise in the course of facade renovation. They are intended to illustrate the kinds of renovation approaches and details most likely to require Heritage Preservation Commission (HPC) approval. The HPC and the City will be able to give additional guidance in special situations. The goal is to promote and to preserve the historic character of the North Front Street Commercial District. The HPC is pleased to assist property owners in improving commercial and residential property in a historically appropriate manner. The following information explains the HPC's approval process for exterior alterations to properties designated as local heritage preservation landmarks or included within a local heritage preservation district.

The HPC does not seek to prevent change. Change is expected and reinvestment in the community's historic buildings and districts is encouraged. These guidelines are designed to help accommodate change so that modifications enhance the unique character of the historic resource and so that those features that are a significant part of the property's and Mankato's heritage are preserved.

APPROVAL PROCESS FOR EXTERIOR ALTERATIONS

Heritage Preservation Commission Review

The Mankato City Council has charged the Mankato Heritage Preservation Commission (HPC) with the review of any exterior changes to buildings that are designated as local heritage preservation landmarks or properties included in a local heritage preservation district.

Scope

The HPC will take into consideration the size, scale, color, material, character and adjacent environment of your building when reviewing an exterior alteration request. A Building Permit shall be required for all proposed residential, commercial and public buildings that are designated as local heritage preservation landmarks or included in a designated local heritage preservation district. The HPC reviews each complete application for a Building Permit at their monthly meetings. The HPC may approve, approve with conditions, or deny an application. All findings and decisions of the HPC shall be final, subject to appeal to the City Council.

Building permit work includes new construction, demolition, moving, alterations or repair, including color and signage, or any other work that will affect the exterior appearance of local heritage preservation landmarks or properties included in a local heritage preservation district.

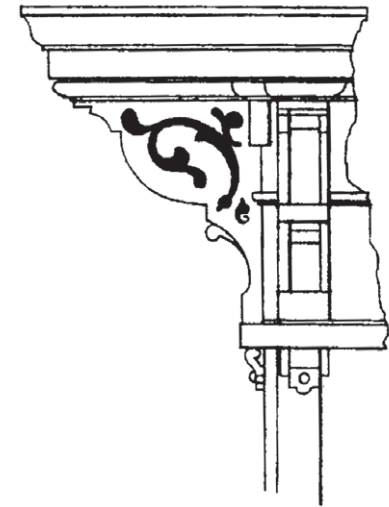
Administrative Approval

To expedite the review process, the Zoning Administrator may approve applications and plans for minor classes of work. If the Zoning Administrator determines that a permit application is for ordinary repair or maintenance, or for alteration, change, restoration, color, or removal of any exterior architectural feature that does not involve significant changes in the architectural or historic value, style, general design or appearance of the building or structure, the Zoning Administrator may, within 7 days of receipt of the application, tentatively approve the application and forward a copy thereof to the chair of the Commission, or to the vice-chair if the Zoning Administrator is aware that the chair is not available. The chair or vice-chair of the Commission shall, within 3 business days, either approve the Zoning Administrator's decision or call for a meeting of the Commission to consider the application. If the chair or vice-chair approves the application or does not take any action within 3 business days, the application shall be deemed to be approved by the Commission, and the Zoning Administrator may notify the applicant of the approval of the application.

Building Permit Review Process

If your building is a local heritage preservation landmark or included in a local heritage preservation district, and you are planning modifications to the exterior of your property, the HPC encourages you to discuss the plans with the HPC or City Planning Division prior to your application for a building permit. At this informal discussion the HPC can answer questions regarding preservation techniques, and offer advice regarding appropriate exterior modifications for your property.

The Commission encourages all applicants for building permits to contact the city at an early stage for a concept review of the initial plans. In discussion with the commission, plans are often altered to establish period correct designs. Because of this, for the review process at the first meeting, present only an initial idea/sketch and supporting information before drawing up the final official plans.



A formal building review will take place at a regularly scheduled meeting after a permit has been requested. Before the final building permit can be issued, the following exhibits must be submitted to the HPC for review and approval:

- Photographs of the exterior of the existing structure (also, if available, older/historic photographs should be submitted)
- Scaled elevations of proposed building changes, with all exterior building materials and colors clearly called out
- For new construction/additions, a colored perspective and colored elevations of the proposed structure
- Description, photographs, and samples of proposed building materials
- For new construction/additions, a site plan, including:
 - Property lines and easements
 - All applicable setbacks
 - Parking areas, number of spaces, internal drives and access
 - Site lighting systems
- Floor plans
- Written statement fully describing the proposed alterations and purpose for the alterations
- For proposed demolitions, provide documentation that a building classified as historic is incapable of earning any economic return on its value as appraised by a qualified real estate appraiser. Provide proof that all reasonable alternatives for re-use and restoration have been exhausted. Include plans and construction schedule for proposed reuse of the property that meets all zoning requirements and design standards and is compatible with adjacent historic structures and sites.
- A preliminary timeline for the project

These submissions must reach the City Planning Division 15 days prior to the regularly scheduled HPC meeting. In cases involving significant changes to a site, additional drawings depicting the relationship of new structure(s) to its (their) surroundings or grading and landscaping plans may also be required.

Building Permit Review Application

A Building Permit Review Application, attached to a design review informational packet, can be obtained at the Mankato Intergovernmental Center (IGC) offices. For more information, please call 311 or 507-387-8600 for information and to schedule a meeting and discuss your plans.

Building Permit Application Form



CITY OF MANKATO BUILDING PERMIT APPLICATION FOR CONSTRUCTION AND MAJOR REMODELING

Job Address _____

Legal Description: _____

Lot No.	Block	Tract	Zip	Phone
Owner	Mail Address		Zip	Phone
Contractor	Mail Address		Phone	License No.
Architect or Designer	Mail Address		Phone	License No.
Engineer	Mail Address		Phone	License No.
Plumber	_____			

Describe Work/Change of Use: _____

Valuation of Work: \$ _____

PERMIT FEE	SURCHARGE	PLAN CHECK FEE		TOTAL PERMIT FEE
SPECIAL CONDITIONS:		Type Construction	Occupancy Group	Division
		Size Bldg. Total Sq. Ft.	No. of Stories	Max. Occupancy Load
		Fire Zone	Use Zone	Fire Sprinklers Req. Yes No
		No. Dwelling Units	Off-Street Parking Spaces:	
			Covered	Uncovered
Application Accepted By: _____		Plans Checked By: _____		Approved for Issuance By: _____
NOTICE I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.		SPECIAL APPROVALS	APPROVED BY	DATE
		Zoning		
		Public Works		
		Fire Dept.		
		EDA		
		Engineering		

Signature of Contractor or Authorized Agent

Date

Signature of Owner (if Owner Builder)

Date

FINANCIAL INCENTIVES FOR BUILDING OWNERS

Local Incentives

The City of Mankato has a commercial rehabilitation program that provides 0% interest and deferred loans which are forgiven after 10 years of ownership. This funding mechanism requires a 50% match and eligible costs include windows, doors, and tuckpointing.

The City of Mankato also has a revolving loan fund that provides 3% interest loans and requires a 1/3 match. The revolving loan funds are intended to promote and assist the revitalization of Mankato's City Center by providing financial support of efforts related to the expansion, retention, and enhancement of business opportunities.

The City of Mankato has used Community Development Block Grant (CDBG) funds for commercial rehabilitation and rental rehabilitation in the past. These programs may continue to be available in the future. Please contact the City of Mankato at 311 or (507) 387-8600 for more information on the City's rehabilitation programs.

Federal Historic Preservation Tax Credits

Historic Preservation Tax Credits are available to building owners interested in substantially rehabilitating historic buildings listed on the National Register of Historic Places. Commercial, industrial and rental residential structures that are individually listed on the National Register or are “contributing” buildings within a National Register district qualify for a 20% investment tax credit.

Minnesota Historic Preservation Tax Credits

In 2010 the State of Minnesota enacted a 20% historic preservation tax credit program. Minnesota's state historic preservation tax credit will allow a state income tax credit equal to 20 percent of the cost of rehabilitating a qualifying historic property. The State program mirrors the Federal Historic Preservation tax credit program, a provision that has been in place since 1976. Projects are eligible to claim the state credit if they are allowed the federal credit, a program that requires properties to be listed in the National Register of Historic Places or within a National Register district. For further information on Preservation Tax Credits go to **APPENDIX VII • HISTORIC PRESERVATION TAX CREDITS** on page 51.

Older Building Tax Credits

Substantially renovated buildings that do not qualify for Historic Preservation Tax Credits are eligible for a 10% investment tax credit for non-historic buildings put into service before 1936.

Facade Easement

A commercial building facade can be donated to a preservation organization such as the Preservation Alliance of Minnesota, and leased back to the building owners to provide tax benefits. The program is most beneficial for historic buildings requiring major investment. For more information contact the Minnesota State Historic Preservation office or the Preservation Alliance of Minnesota.

National Trust Loan Fund (NTLF)

NTLF specializes in pre-development, acquisition, bridge and rehabilitation loans for residential, commercial and public use projects. Eligible borrowers include not-for-profit organizations, revitalization organizations or real estate developers working in designated Main Street communities, local, state or regional governments, and for-profit developers of older and/or historic buildings.

BASIC ARCHITECTURAL DESIGN IN MANKATO

Historic Building Forms in Mankato

Some of the early builders in Mankato tried to establish a sense of stability and permanence in the community, constructing solid buildings made first of wood and then later, brick. All of the key buildings within the North Front Street Commercial District were built in the late-19th and early-20th Century and most of them in the district remain largely intact, architecturally. The major changes that have taken place were in response to changing fashions in merchandising and perhaps more significantly in an attempt to be "modern and up-to-date." The following are examples of the most common commercial building forms in the North Front Street Commercial District.

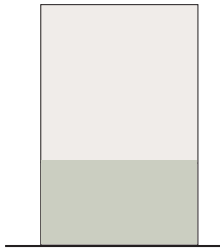
One-Part Commercial Block

This building type was sometimes developed as speculative retail development on land of lower value. During the Victorian era and the early-20th Century, the one-part commercial block often housed a small commercial establishment. In the district this building type is represented solely by the Julius A. Heilscher Building constructed c. 1928 at 325 North Riverfront Drive.



Two-Part Commercial Block

In most Minnesota historic downtowns, the most common building type is the two-part commercial block. This building type in Mankato is two-to-three stories, and has a distinct separation between the first level, or public space, and the upper stories, or private spaces. The lower level of this building type is generally commercial in nature: a store, restaurant, hotel lobby, etc. The upper level is generally private in nature: living quarters, offices, meeting rooms, etc. This commercial block type, dating from Roman antiquity and common during the late Middle Ages, was prevalent in the United States from the 1850s to the 1950s. Other than the one-story structure at 325 North Riverfront Drive all the remaining buildings within the district are two part commercial blocks in form.



Building Styles

Buildings of a similar type provide continuity for the commercial row. Differences in style create visual variety and help to distinguish one building from another. These differences result from what was popular at the time of construction, the use of the building, or the whim of the builder, or owner. Learning about the style of one's building can help answer many preservation questions, including those regarding original treatments, color schemes, and what should replace missing elements.

All but one of the 17 historic buildings remaining within the district were constructed during the late-19th to early-20th Century of brick and stone. During this time, most commercial buildings in communities throughout the United States were a derivation of the Italianate style. Common elements distinguishing this style are large, heavily bracketed or dentilated cornices, decorative window hoods, and semicircular or segmental arch-headed windows. Although high-style examples exist, most Italianate commercial buildings were essentially vernacular, meaning they were constructed in a locally accepted method and form, on which standard (and sometimes prefabricated) decorative elements were placed.

The Philadelphia Centennial Exhibit of 1876 led to a renewal of interest in our country's past and in the development of a national architectural style. This, and the increased influence of the Ecole des Beaux Arts of Paris on American architecture, developed into the Classical Revival Style. This was a popular style throughout the country from the 1890s to the 1920s. The main characteristic of this style is a more academically correct use of classical forms including cornices, pilasters, and classical detailing. The Stahl House built in 1893 at 301 North Riverfront Drive displays some Classical Revival detailing in its upper stories.




The Wenzl Huettl Tailor Shop at 329 North Riverfront (l) and the Miller and Company Meat Market at 327 North Riverfront (r) are good examples of vernacular Italianate brick commercial buildings that make up the North Front Street Commercial District.



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802

 218-730-5580

 planning@duluthmn.gov

Ms. Sarah J. Beimers
Minnesota State Historic Preservation Office
50 Sherburne Avenue
Administration Building 203
St. Paul, MN 55155

RE: Pastoret Terrace and Paul Robeson Ballroom Building Demolition
125 East 1st Street and 127-129 East 1st Street
Duluth, St. Louis County
SHPO Number: 2018-2473

Dear Ms. Beimers:

In progress toward fulfilling the actions of the authorized Suitable Course of Action between the Duluth Economic Development Authority and the Minnesota State Historic Preservation Office dated December 19, 2020, Minnesota Historic Property Record (MHPR) numbers SL-DUL-0109 and SL-DUL-0110, were prepared in compliance with the Minnesota Historic Property Record Guidelines, Updated June 2009, by Debra Kellner for the Robeson Ballroom and Pastoret Terrace respectively.

Please accept the submitted MHPRs in fulfillment of Action #1 outlined in above referenced course of action agreement. The submitted MHPRs satisfy the requisite archival documentation called for under this action, and will be provided to the local Heritage Preservation Commission for review.

We respectfully request that the SHPO please respond with their acceptance of this documentation as a fulfillment of Action #1.

Sincerely,

Adam Fulton
Deputy Director

June 15, 2020

Ms. Sarah J. Beimers
State Historic Preservation Office
MN Department of Administration
50 Sherburne Avenue
St. Paul, MN 55155

RE: LW27-00129 City of Duluth's Lincoln Park

Dear Ms. Beimers:

In 2018, through the National Outdoor Recreation Legacy Partnership Program, the National Park Service (NPS) awarded a \$750,000 grant to the City of Duluth to restore and improve Lincoln Park. A special condition of, "No ground-disturbing activities can take place on the project site until the survey of the site has been completed and a determination of no adverse effects will result in accordance with Section 106 of the National Historic Preservation Act of 1966," was put on the grant. Thus, there has not been any ground disturbance activities.

I am writing to inform you that LW27-01416 City of Duluth's Lincoln Park has been put on hold until further notice. This hold has been placed due to modifications to the original project. The City of Duluth (City), the Minnesota Department of Natural Resources (DNR), and National Park Service (NPS) are identifying changes to the application and issues that need to be re-evaluated.

The NPS is now the lead federal agency responsible for the Section 106 consultation. As such, the NPS is working with the DNR and the City to re-initiate the Section 106 process with the Minnesota State Historic Preservation Office at a later date. Roger Knowlton is the main point of contact for NPS. His contact information is Roger.Knowlton@nps.gov or 402-289-7084.

If you have any questions or concerns regarding the content of this letter, please contact me at Mai.N.Moua@state.mn.us or 651-259-5638.

Best,



Mai Neng Moua
Grants Specialist Coordinator

CC: Roger Knowlton, National Park Service
Lisa Luokkala, City of Duluth
Fond du Lac Band of Lake Superior Chippewa
Duluth Heritage Preservation Commission
Scott Marek

June 17, 2020

Ms. Jenn Reed Moses
Duluth Heritage Preservation Commission
City of Duluth Planning Department
411 West First Street
Duluth, Minnesota 55802
218-730-5328

Re: Section 106 Public Outreach
"MN5047 - Canal Park (FA # 10124995)"
325 South Lake Avenue
Duluth, MN 55802
CBRE Project No.: TS00524113

Dear Ms. Moses:

CBRE is writing on behalf of AT&T Mobility, LLC to solicit your input concerning a proposed collocation of antennas on an existing 179-ft building along with the installation of ancillary equipment at the above referenced address. CBRE is requesting comments with regards to any potential impacts on historic architectural and/or archaeological resources.

As the Project is a federal undertaking regulated by the Federal Communications Commission (FCC), it is being reviewed under Section 106 of the National Historic Preservation Act for its impacts to historic architectural and archaeological resources. Federal regulations allow for public participation as part of the Section 106 process.

As such, CBRE would like to inquire if you would be interested in commenting on this proposed project. *Please note that we are requesting your review as part of the Section 106 process only and not as part of the local zoning process.* Furthermore, only responses related to historic properties potentially affected will be considered.

If you are interested in becoming a consulting party and have any comments or concerns regarding the proposed Project, please contact me in writing at CBRE, 70 West Red Oak Lane, White Plains, New York 10604 or at whiteplainsculturalresources@cbre.com. Please reference the project name and address in your comments. Any responses must be received within 30 days of receipt of this letter. Only consulting parties indicating their desire to receive information and/or otherwise participate in the Section 106 review process will be afforded this opportunity.

Thank you for your time and attention to this matter.

Sincerely,



Amanda M. Sabol
Project Manager