



City of Duluth

411 West First Street
Duluth, Minnesota 55802

Meeting Agenda

Heritage Preservation Commission.

Monday, March 14, 2022

12:00 PM

Council Chamber, Third Floor, City Hall, 411
West First Street

To view the meeting, visit <http://www.duluthmn.gov/live-meeting>

NOTICE: The Heritage Preservation Commission will be holding this 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.

1 Call to Order/Determination of Quorum

2 Public Hearings

PL 22-043 Historic Construction/Demolition Permit (Amendment) Spirit Lake

3 Consideration of Minutes

February 14, 2022, Regular HPC Minutes

4 Communications

Request to Comment, 106 Review, Cell Facilities at 3800 London Road

Request to Comment, 106 Review, Cell Facilities at 130 West Superior St

Buildings on Main Conference, Faribault Apr 20-22

5 Reports of Final Disposition on Matters Previously Before the Commission

6 Reports of Officers, Staff and Committees

7 Consideration of Matters Regarding Commission Action

[HP2](#)

PL 21-161 Downtown Commercial Historic Design Guidelines

Attachments:

[PL 21-161 Sep 21 HPC Memo with Draft Doc](#)

[HP4](#)

2022 Preservation Conference

Attachments:

[2021 State Preservation Conference Final](#)

8 Other Business

9 Adjournment

Heritage Preservation Commission
February 14, 2022 Meeting Minutes
Web-Ex Meeting Format

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.

1) Call to Order and Roll Call

Acting President Stacey DeRoche called to order the meeting of the Heritage Preservation Commission (HPC) at 12:00 p.m. on Monday, February 14, 2022.

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

Attending: Stacey DeRoche, Jessica Fortney (entered meeting during item 5), Jess McCullough, Mike Poupore, and Sarah Wisdorf

Absent: Ken Buehler, and Brandon Hartung

Staff Present: Steven Robertson

2) Public Hearings

PL 22-023 Historic Construction/Demolition Permit City Hall Exterior Work/HVAC –

Staff: Steven Robertson gave an overview. There is extensive HVAC work going on, but it is mostly interior. This project is in one of local historic districts, and the exterior work is what the **HPC is focused on. Make sure any work doesn't take away from the historic integrity of the structure.** The only items being added are not visible from the street.

Applicant: Daniel Sieben – noted they are adding mechanical equipment to the 2nd floor roof, and the 4th floor roof to maintain air quality inside city hall. There will be no changes to walls or windows.

Commissioners: **Mike Poupore noted this interior of the building is also part of the building's historic nature.** He would like to know what kind of system is going in, and how it will perform, and how will it affect the interior of the building (including the ornate hallways, and cornices). Steven Robertson referred to the UDC – Historic Resources Overlay – which noted the HPC only looks at exterior elements. Robertson noted the interior is important, and they can discuss it, but it is not part of the review for this project. Poupore thinks the interior pertains to this application, and he would like to confirm with SPHO. DeRoche asked about the details of the interior work. Per Robertson, it is not included in the **commissioners' packet, since it doesn't pertain to this application.** Poupore would like to confirm with SHPO before this item is passed **due to it is a public historic building. He doesn't think it is as cut and dry as staff presents.** Erik Birkeland of the city stated they are complying with city ordinance to get a permit. They have done many other project inside city hall in the past, and have not had to go through a SHPO **review. Poupore volunteered to reach out to SPHO. He doesn't want to have another situation** where the city went ahead with new windows despite what the HPC said. Robertson asked the applicants if SPHO has already seen this application. Per Sieben they sent an initial package to SPHO who gave them comments, and they are in the process of responding to those comments. Poupore asked if they could see those comments. Sieben thought they would be available for the HPC to see. Per Cecelia Dillon, the just recently received the comments after the submittal to HPC was made. Per DeRoche if they could get confirmation from SPHO then they would know about interior work going forward. Poupore will contact SPHO and bring information to the next HPC meeting. Mike LeBeau a construction manager for the city want to explain the project more. It is a federally funded project. The purpose is to improve the indoor **air quality. They are updating equipment from the 1920's. The interior work is being done inside work spaces, and not in the hallways, or the rotunda.**

Public Comment: No speakers.

MOTION/Second: Wisdorf/McCullough approved item PL 22-033 for the certificate of appropriateness

VOTE: (3-1, Poupore Opposed)

3) Consideration of Minutes

January 10, 2022 Regular HPC Meeting

MOTION/Second: Wisdorf/McCullough approved the minutes

VOTE: (4-0)

4) Communications

None at this time.

(Vice-President Jessica Fortney entered meeting during the next agenda item.)

5) Report of Final Disposition of Matters Previously Before the Commission –

PL 21-103 Historic Construction/Demolition Permit for 506 W. Michigan St (Depot) – Robertson gave an overview. This item was tabled in December, because the HPC wanted more **information on the project, and wanted SHPO’s comments.**

Applicant: Shane Nies addressed the commission, and noted the letters to and from SPHO are **in the commissioners’ meeting packet. DeRoche asked about the portico pillars, and the roofing tiles.** Poupore asked if any design changes were made to the columns in the front portico. Nies affirmed, and noted they are cutting the columns as minimal as possible. There will be no cladding. It will match what is there. The column covers will be reused.

Commissioners: Poupore thanked the applicant for the additional information. He asked about the roofing material. Fortney reiterated the HPC asked them to do research of what was **originally there. The applicant did some research and it wasn’t confirmed to be copper. They will replace the roofing with similar material that is there now.** DeRoche appreciated the additional information they received.

MOTION/Second: Poupore/Wisdorf approved item PL 21-103 for the certificate of appropriateness

VOTE: (5-0)

6) Reports of Officers, Staff and Committees

Land Use Supervisor: Fire-Damaged Buildings and Downtown Revitalization – Per Robertson, this will be delayed for another month.

7) Consideration of Matters Regarding Commission Action

PL21-161 Downtown Commercial Historic Design Guidelines – Robertson gave an overview. Michael Koop of SHPO is in agreement with their proposal. The next step is to schedule a public **hearing to officially incorporate this into the city’s zoning code. It would need the HPC’s approval, and then the planning commission’s approval, and ultimately city council’s approval.** Any one of those bodies can ask for changes. Per Robertson this action would make downtown a local historic district and not just a national one. Wisdorf asked if they should schedule a brown bag discussion between the HPC and the PC prior to the public hearings. Robertson thought that was a good idea. They should also have one more public informational meeting, so nobody is surprised, which was voiced by some architects at their first informational meeting. Fortney thinks a brown bag is a good idea. Poupore asked if the brown bag meeting would be in person. Per Robertson, still virtual until the city council has their first in-person meeting.

2022 Preservation Conference – Steven Robertson stated they have until the beginning of March to get their grant document submitted. Fortney asked about the portal to access the document. Robertson stated Eleanor Bacso (who entered the meeting) is working on the grant, and would have access to view, as well as a copy of the last application. Bacso affirmed. Robertson suggested having a special meeting to go over the grant application before it is submitted.

8) Other Business

Planning Commission Update – Wisdorf gave an overview. Nothing pertaining to HPC.

9) Adjournment

Meeting adjourned at 12:43 p.m.

Respectfully,

Adam Fulton – Deputy Director
Department of Planning and Economic Development



Planning & Development Division
Planning & Economic Development Department

Room 160
411 West First Street
Duluth, Minnesota 55802

218-730-5580

planning@duluthmn.gov

Check One Box

- Accessory Home Share-\$250
Accessory Vacation Dwelling Unit, Limited -\$250
Appeal to Planning Com. - \$407
Concurrent Use of Streets - \$797
District Plan - \$1,144
EAW or EIS- \$2,856, plus any applicable professional fees
x Historic
x Construction/Demolition - \$59
Resource Designation - \$103
Interim Use Permit \$1,600
Planning Review - \$1,068
Sidewalk Use Permit
New Permit- \$171
Renewal Permit - \$86
Special Use Permit, General - \$1,606
Special Use Permit, Wireless Telecommunications*
Modifying or Co-locating - \$2,856
New Facility or Tower - \$5,716
Escrow Deposit - \$9,717
Subdivision Plat Approval or Amendment:
Concept Plan - \$286
Preliminary Plat - \$1,138
Final Plat- \$857
Minor Subdivision-\$427
Plat Amendment or Boundary Line Adjustment - \$286
Registered Land Survey-\$737
Temporary Use Permit - \$275
UDC Zoning Map Amendment/Rezoning
General - \$912
MU-P or R-P \$2,578
Vacation of Street or Utility Easement - \$905
Variance - \$855
Wetland, De Minimus, Delineation, or No Loss- \$227
Exemption-\$177
Replacement Plan - \$851
Zoning Verification Letter-\$96

APPLICATION COVER SHEET

CONTACT INFORMATION:

Applicant/Owner Mark Loomis, U.S. EPA Great Lakes National Program Office

Phone 312-886-0406 Email loomis.mark@epa.gov

Address 77 West Jackson Blvd G-17

City Chicago State IL Zip 60604

Owner's Agent (if applicable)

Phone Email

Address

City State Zip

APPLICATION INFORMATION:

Street Address and Zoning of Property Not applicable

Parcel ID Number Multiple parcels; Section, Township, Range: S - 49, R - 15, Rs - 25, 26, 35, 36 and S - 48, R - 15

Reason for this Request (Attach

Additional Pages or Cover Letter if Necessary) Providing application for an amendment to the existing Historic Construction/Demolition Permit for the Spirit Lake Sediment Remediation project (PL 20-057).

The undersigned hereby represents upon all of the penalties of law for the purpose of inducing the City of Duluth to take the action herein requested, that all statements herein and attached are true and that all work herein mentioned will be done in accordance with the Ordinances of the City of Duluth and the laws of the State of Minnesota. Undersigned also understands that all documents provided to the City may be considered public data, per Minnesota Government Data Practices Act.

Signature of Applicant

Date

Reminder: include application checklist and all supporting information, including pre-application verification (if applicable). Submit completed information to Room 100, Construction Services and Inspections.

*Special Use Permit Checklist required to be submitted with this application coversheet.

**APPLICATION FOR AN AMENDMENT TO THE EXISTING HISTORIC
CONSTRUCTION/DEMOLITION PERMIT**

FOR THE

SPIRIT LAKE SEDIMENT REMEDIATION PROJECT (PL 20-057)

ATTACHMENT A

**Revisions to Scope of Work for Elements of The Spirit Lake Sediment Remediation Project that
Impact the Lake Superior & Mississippi Railroad**

February 8, 2022

History of Existing Permit Approval and Current Project Status

In October 2020, the U.S. Environmental Protection Agency (EPA) and project partner U. S. Steel began construction for the Spirit Lake Sediment Remediation Project in Duluth, Minnesota (Figure 1). As originally designed and permitted, this environmental remediation and restoration project would impact the Lake Superior and Mississippi Railroad (LSMRR) at 9 locations along the 1.2-mile segment of the railroad that is within the project boundary. The City of Duluth Heritage Preservation Commission reviewed the project's application for a Historic Construction/Demolition (HCD) Permit at the public hearing on May 12, 2020. The commission reviewed the temporary and permanent impacts to the LSMRR as documented in PL 20-057. Following approval of the HCD Permit, EPA and USS entered into a Memorandum of Agreement (MOA) in October 2020 with the Minnesota State Historic Preservation Office, City of Duluth, and the LSMRR Company which agreed upon mitigation for the unavoidable impacts to the railroad.

To date, EPA and USS have carried out a portion of the remediation work and additional work will need to occur in 2022 and 2023 to complete the project. The temporary and permanent impacts to the LSMRR in Areas 1 through 7 (Figures 2 and 3, from the original application) have already occurred during operations in 2020 and 2021. These impacts occurred as described and approved in the original HCD Permit. In 2022, the impacts at Areas 8 and 9 in the Wire Mill Pond portion of the site will occur. There has been a design change to the railroad bridge plan at this location. EPA is submitting this request for an amendment to the HCD Permit to approve the change (a reduced impact) to the historic resource at this location. The change is described in detail below.

Change to Design at the Wire Mill Pond Rail Bridge

The project design continues to minimize effects to the LSMRR and provides for site restoration to address effects where possible. For the environmental cleanup and habitat restoration of the project area to be successful and achieve the EPA's remedial action objectives, some effect on the railroad remains unavoidable. As noted above, most of the original authorized impacts have already occurred during project construction in 2020 and 2021.

As approved in the original permits for the project and addressed in the project MOA, the current railroad bridge at Wire Mill Pond was planned to be demolished and completely replaced with a new bridge at that same location. The existing timber bridge and culvert was planned to be removed, and the channel will be widened to allow greater circulation of water in and out of Wire Mill Pond. A new 55-foot precast concrete, prestressed, 3-span concrete ballast deck bridge was designed to replace the existing bridge, requiring 40 ft of new excavation to construct the new foundations. In the revised design, a bridge replacement is not

necessary, as the updated habitat plan for Wire Mill Pond does not include open water, but instead includes emergent wetland area. As a result, there is significantly less water exchange between Wire Mill Pond and the St. Louis River required. Therefore, the existing railroad at this location can remain in place with minimal adverse impact from construction. The components of the revised bridge reinforcement plan include (Figure 3):

- Reinforcement/retrofit of the existing rail bridge structure to improve the existing condition.
- Coordination with the LSMRR Company for compatibility with the historic nature and character of the railroad.
- Reduced excavation below the rail bridge to allow some minimal hydraulic exchange with the pond.
- Excavation below the bridge would occur behind the existing abutments (backwalls) and would not be immediately visible to patrons of the LSMRR rides
 - After material removal, backwall timbers would be added to supplement the existing backwall structure.
 - Wingwalls would be used on the pond side and the St. Louis River/Spirit Lake side to retain soil.
 - The wingwalls facing Spirit Lake would be pre-cast concrete panels intended to have the historical visual appeal.
- Shoreline protection features would be included below the bridge and along the shoreline of Spirit Lake.

The revised design at this location allows for the original materials and unique character of this portion of the LSMRR to be retained without replacement of existing rail components with new materials. This also improves the project's ability to preserve the landmark and safeguard the heritage of the City of Duluth. Overall, the revised railroad bridge plan at Wire Mill Pond reduces the impact to the historic landmark in this location.

The revised design also still includes a pedestrian trail that generally runs adjacent to the railroad throughout the project site, including at the Wire Mill Pond area where it will run adjacent to the rail bridge (Figure 4). While this is a different alignment than in the original design, the trail at the Wire Mill Pond bridge will be constructed similarly to the trail at the Unnamed Creek bridge crossing, which was evaluated and approved as part of the current HCD permit.

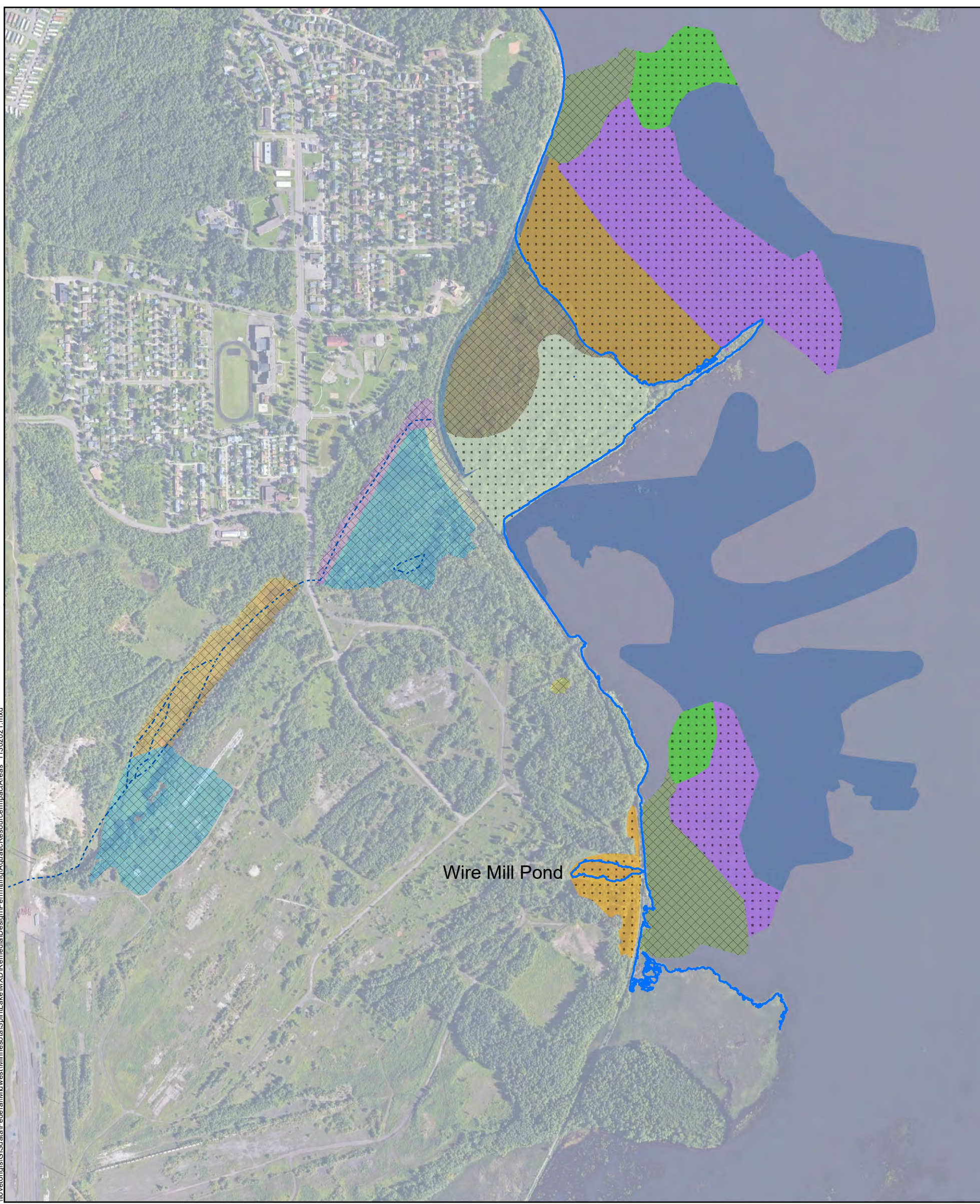
Alignment with the Memorandum of Agreement

The MOA for the Project remains in place with the revised design. All stipulations related to mitigating for the adverse effects of the original project on the LSMRR will continue to be fulfilled by EPA and USS. The MOA resulted from several years of extensive consultation with all signatories including the SHPO for adverse effects to historic resources. Per the current MOA stipulations, if a post-MOA project change is determined by EPA to have no potential to cause additional effects to historic resources, then no additional consultation under Section 106 of the National Historic Preservation Act and no amendment to the MOA is necessary. The change to the Wire Mill Pond rail bridge plan occurs within the same footprint of the historic resource as the original design, represents a decrease in the scope of work and decrease in impact to the resource at this location, and does not impact any other historic resources. As such, EPA has determined that this change has no potential to cause additional effects to the LSMRR.

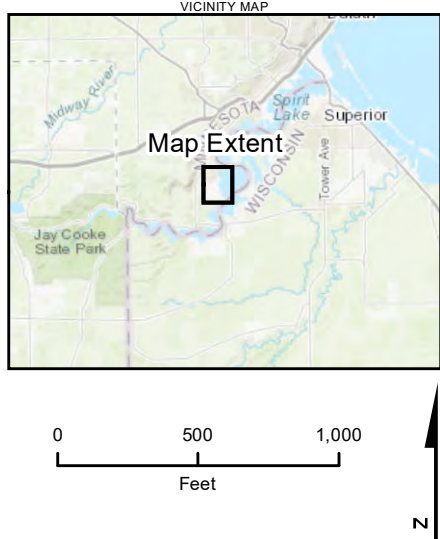
ATTACHMENT B

FIGURES

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Wire Mill Pond



Legend

- Ordinary High Water (OHW) (603.0 ft NAVD88)
- Stream Channel

Category

- Completed or Ongoing Work Areas
- New Work Areas 2022-2023

Remedial Area

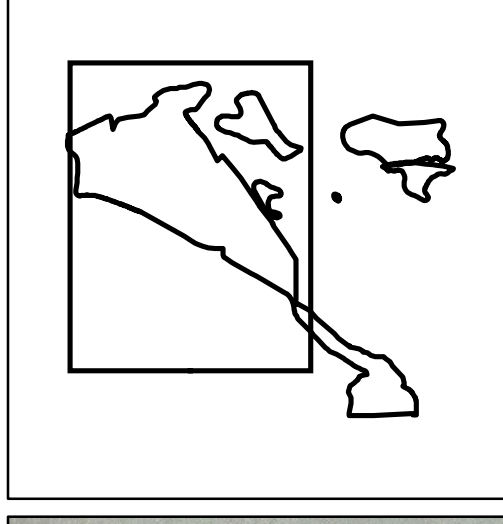
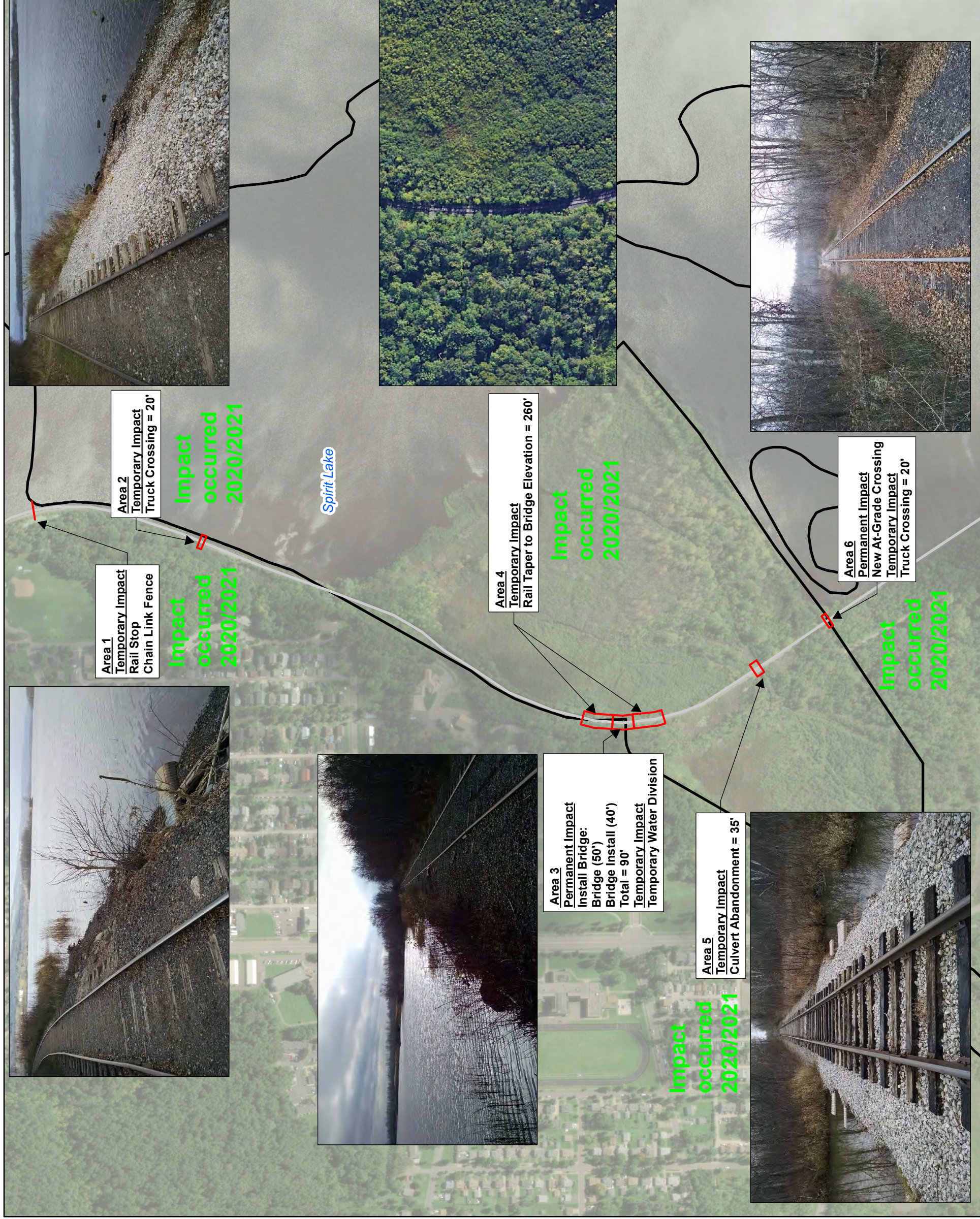
- Borrow Area

- Confined Disposal Facility (CDF)
- Drainage Feature
- Dredge
- Dredge to Set Elevation and Remedial Cap
- Enhanced Monitored Natural Recovery (EMNR)
- Remedial Cap
- Upland Covers, Caps, and Embankments
- MNR Area

Figure 1
Sprit Lake Design
 Spirit Lake Sediment Site
 Former U.S. Steel Duluth Works
 St. Louis River, Duluth, Minnesota

Map Date: 11/30/2021
 Source: ESRI 2017
 Projection: NAD 1983 State Plane
 Minnesota North Foot US





- Legend**
- Railroad
 - Project Boundary
 - Permanent and Temporary Impacts

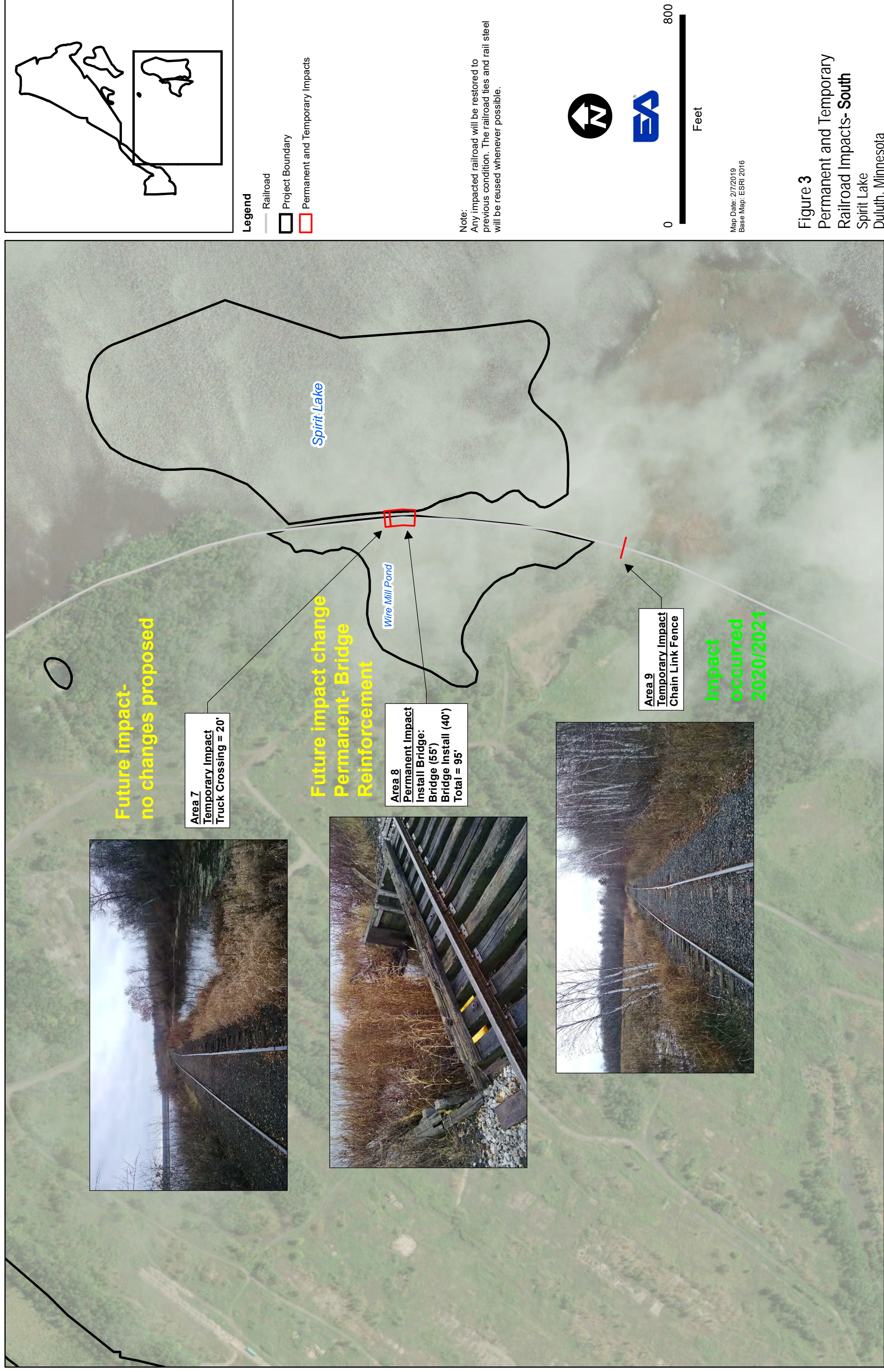
Note:
Any impacted railroad will be restored to previous condition. The railroad ties and rail steel will be reused whenever possible.

For impact Area 3, no photo showing the railroad in the exact location was available. Photo presented shows the track just north of the impact area. The railroad at the impact area is in similar condition to the track shown in the photos.



Map Date: 2/7/2019
Base Map: ESRI 2016

Figure 2
Permanent and Temporary
Railroad Impacts- North
Spirit Lake
Duluth, Minnesota



Legend
 — Railroad
 □ Project Boundary
 □ Permanent and Temporary Impacts

Note:
 Any impacted railroad will be restored to previous condition. The railroad ties and rail steel will be reused whenever possible.



0 800
 Feet

Map Date: 2/7/2019
 Base Map: ESRI 2016

Figure 3
 Permanent and Temporary
 Railroad Impacts- South
 Spirit Lake
 Duluth, Minnesota

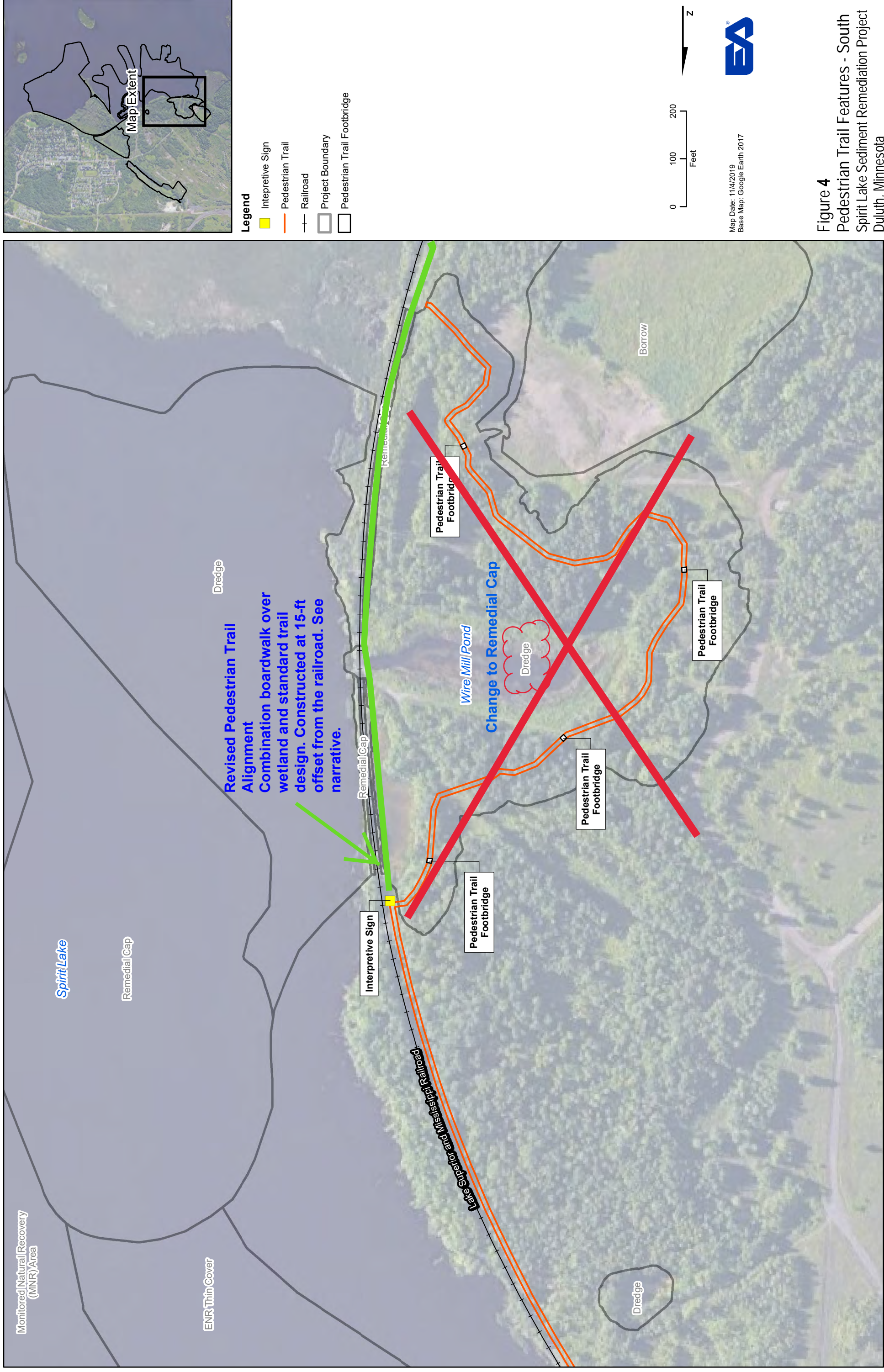


Figure 4
 Pedestrian Trail Features - South
 Spirit Lake Sediment Remediation Project
 Duluth, Minnesota

3.15 Checklist

Historic Construction/Demolition Permit

A historic construction/demolition permit applies for construction or demolition within a historic district or on a historic property listed in UDC Section 50-18.3. See UDC Section 50-37.14 for more information.

Starting the Application Process

- Submit your application materials by the application deadline, four weeks prior to an HPC meeting. HPC meetings are held on the second Tuesday of each month. There are numerous in-person and electronic application methods available; visit <https://duluthmn.gov/planning-development/land-use-zoning-and-applications/applications-checklists/> for current information. Your application must include the following:

- Application Cover Sheet, available at <https://duluthmn.gov/planning-development/land-use-zoning-and-applications/applications-checklists/>, and applicable fee

- Application for Certificate of Appropriateness

After Your Application

1. Determination of Completeness. Within 15 business days of your application, you should expect to:

- Receive an “Applicant Letter,” which acknowledges a complete application, shares the date of the Planning Commission meeting and the assigned staff person, and notifies you of State-mandated deadlines for the City to make a decision, **OR**
- Receive notification that your application is incomplete, with details on further information to submit.

This is an amendment request for an existing project that has already started construction.

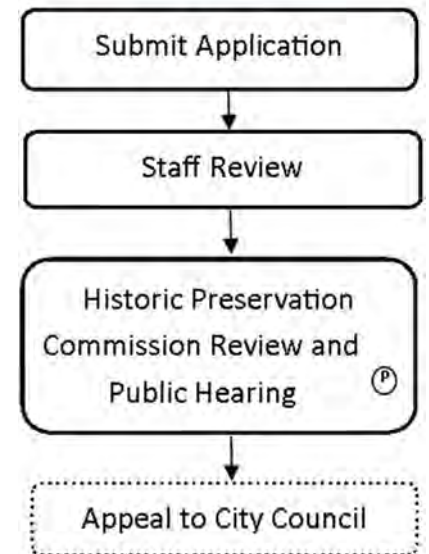
2. Public Notice.

- You are required to post a sign notice** on the property at least two weeks before the date of the public hearing. See UDC Section 50-37.1.H for information on size, placement, and content of each sign; you may want to contact a sign company or printing company to have the sign made. You must provide evidence that the signs were in place; **submit photo(s) of the signs to the Planning Division at least two weeks before the date of the public hearing.**

3. Historic Preservation Commission Decision. The Historic Preservation Commission will review the application, conduct a public hearing, and make a decision to adopt, adopt with modifications, or deny the application. **We ask that applicants or an agent attend this meeting.** If approved, you will receive a Certificate of Appropriateness (COA).

Note that other City codes may apply to your project. Please be aware of any applicable Building Code (Construction Services Division), Fire Code (Life Safety Division), and stormwater/engineering (Engineering Division) regulations. The zoning approval may be only the first step in a several step process.

Historic Construction/ Demolition Permit



(P) Indicates Public Hearing Required

Important Dates

Application Deadline:

2/8/2022

Sign Notice Placed:

N/A

HPC:

Effective:

**Please note that these dates are approximate guidelines and may change*

**Application for
CERTIFICATE OF APPROPRIATENESS
for Duluth Heritage Preservation Landmarks and Districts**

Please complete this application as it pertains to your project. Attach all information required, including a scope of work form.

Location of Building: NA Duluth, MN
(Street Address) (City, State) (Zip Code)

Lake Superior and Mississippi Railroad City Hall, 411 West First Street, Duluth MN 55802
(Historic Name) (Architect Name(s) - if known)

Owner: City of Duluth
(Name) (Street Address, City, State, Zip Code) (Daytime Phone)

Applicant: USEPA Great Lakes National Program Office 77 W Jackson Blvd, Chicago IL 312-886-0406
(Applicant's Name, if other than owner) (Street Address, City, State, Zip Code) (Daytime Phone)

Owner's Signature: _____ **Date:** _____

TYPE OF WORK PROPOSED

- Exterior Restoration Addition to Building Landscaping Signs New Construction
 Interior Restoration (COA may not be required - please check building's preservation plan)

EXTERIOR ALTERATIONS (CHECK ALL THAT APPLY)

- | | |
|---|---|
| <input type="checkbox"/> Windows | <u>Checklist of items needed for application: Please see Attachment B.</u>
<input type="checkbox"/> Scale drawings of all building elevations impacted by change
<input type="checkbox"/> Photos of current condition of all building elevations impacted by
<input type="checkbox"/> Detailed specifications and scope of work
<input type="checkbox"/> Materials to be used (color number, sample of material & that which is being matched, name of manufacturer & material)
<input type="checkbox"/> Detailed drawings of new windows, doors, or other features in scope of work |
| <input type="checkbox"/> Doors | |
| <input type="checkbox"/> Siding | |
| <input type="checkbox"/> Roof change | |
| <input type="checkbox"/> Chimney | |
| <input type="checkbox"/> Lighting | |
| <input type="checkbox"/> Facade | |
| <input type="checkbox"/> Other | |

Description of proposed changes:
Please see Attachment A for a description of the changes to work on the LSMRR from the original design.

Reason for changes: Change to project design elements.

Location of changes on building: Changes only applicable at Wire Mill Pond Area.

ADDITION TO BUILDING

Description of addition:

Reason for changes: _____

Location of addition on site: _____

Reason for addition: _____

Size: _____
(Number of Stories) (Length) (Width) (Height)

Architect: _____ () - _____
(Name) (Street Address, City, State, Zip Code) (Phone)

Contractor: _____ () - _____
(Name) (Street Address, City, State, Zip Code) (Phone)

Checklist of items needed for application:

- Scale drawings of all building elevations impacted by change
- Photos of current condition of all building elevations impacted by change
- Detailed specifications and architectural drawings of existing structure
- Detailed specifications and architectural drawings of new construction (Including but not limited to materials to be used on exterior and architectural elements - color numbers, samples of materials & samples of existing materials being matched, name of manufacturers & materials)
- Site plan showing existing and new construction

LANDSCAPING:

Description of proposed landscape changes: _____

Reason for changes: _____

Location of changes on site: _____

Checklist of items needed for application:

- Detailed architectural landscape design plans to scale with building elevations shown
- Detailed site plans to scale
- Material samples and existing materials samples
- Photos of existing landscape and structures to be impacted.
- Detailed scope of work and specifications.
- Photos of statues, structures, etc. to be incorporated, if appropriate

SIGNS

Purpose: _____

Location: _____

Size: _____

Material: _____

Description: _____

Checklist of items for application:

- Architectural drawings of all building elevations related to new sign - must illustrate the location of both proposed and existing signs and method of lighting (if any).
- Architectural drawings of all proposed signs illustrating style(s), noting dimensions, materials, method of attachment to building or below ground structure, if free-standing, etc.
- Samples of all materials to be used (specific colors).
- Associated lighting, specifications, photos and/or catalog cuts
- A full description of the work to be performed.
- If prefabricated sign, photos and name of manufacturer, model number, etc.

INTERIOR RESTORATION

Description of proposed interior changes:

Reason for interior changes: _____

Location of changes within building: _____

Checklist of items for application:

- Scale drawings of all building elevations impacted by change
- Photos of current condition of all building to be impacted by changes
- Detailed specifications and architectural drawings of modifications to be made (Including but not limited to: materials to be used on exterior and architectural elements - color numbers, samples of materials & samples of existing materials being matched, name of manufacturers & materials)
- Detailed floor plan showing existing and new construction

NEW CONSTRUCTION ON SITE

Description of Addition: _____

Reason for Addition: _____

Location of Addition on site: _____

Size: _____

(Number of Stories)	(Length)	(Width)	(Height)
Architect: _____	_____	_____	() - _____
(Name)	(Street Address, City, State, Zip Code)	(Phone)	
Contractor: _____	_____	_____	() - _____
(Name)	(Street Address, City, State, Zip Code)	(Phone)	

Checklist of items needed for application:

- Scale drawings of all building elevations impacted by change
- Photos of current condition of all building elevations impacted by change
- Detailed specifications and architectural drawings of existing structure
- Detailed specifications and architectural drawings of new construction (Including but not limited to: materials to be used on exterior and architectural elements - color numbers, samples of materials & samples of existing materials being matched, name of manufacturers & materials)
- Site Plan showing existing and new construction

Reductions to 11" by 17" are required of all oversized blueprints, plans, and drawings.

No applications will be processed without a complete application, signed by the owner, and all required attachments.

Duluth Heritage Preservation Commission
Duluth Community Planning Division
Room 208 City Hall
Duluth, MN 55802
Phone: 730-5580

SCOPE OF WORK FORM

Instructions for Completing the Scope of Work Form for Local Historic Landmark Designations

Detailed Description of Work. In the numbered blocks, provide a description of project work. Describe the site work. A separate block should be used to describe each work item and its effect on architectural features or spaces.

In the left block, identify the architectural feature to be impacted, and indicate whether the feature described is original to the building, was added at a later date, or is new construction. Give the approximate date of the feature. In the appropriate space, describe its physical condition. Indicate the photograph or drawing numbers that show the feature described.

In the right block, explain in detail the work to be undertaken. Describe the effect (visual, structural, or other) on existing features. List drawings, marked photographs, or specification page numbers that show the work and impact on the existing building.

Photographs. The applicant must submit a sufficient number of good, clear photographs to document both interior and exterior conditions, including site and environment, prior to any work to be performed, and to show the areas of proposed or completed work.

Elevations and interior features and spaces of the buildings should be shown. All photographs should

be numbered, dated and labeled with the property name, the view (e.g., east side) and a brief description of what is shown; photographs should be keyed to the application narrative, where appropriate. In many cases, it may be helpful to mark directly on the photographs the areas of proposed or complete work. Photographs may be black-and-white or color, but must show architectural features *clearly*. Photographs are not returnable.

Drawings or sketches. Drawings or sketches are required for proposed work to show planned alterations or new construction. They must be sufficiently detailed to show existing wall configurations and anticipated changes. If warranted by the work to be performed, documentation should include floor plans, sections and elevations. All drawings and sketches submitted with the review form should be numbered and should be keyed to the form.

Project amendments. If changes are made to a project at any time after submission of the initial review form, submit a continuation/amendment sheet. Provide the name and address of the property, indicate changes in project work, giving the originally proposed treatment and the amended work item description. Give the owner's name. Sign and date the form. Give the owner's address and daytime telephone number. Return to City Planning Department. (See sample format below)

<p>Scope of Work (Please provide scope of work from architect for all features to be addressed - include all items that follow.)</p> <p>Work Item number: _____ Approx. Date of Feature: _____</p> <p>Architectural Feature: _____</p> <p>_____</p> <p>Describe the existing feature and its condition:</p> <p>Accompanying photo number:</p>	<p>Describe the work to be done on existing feature:</p> <p>Paint Color Name & Number and Manufacturer:</p> <p>Other materials: Type, Color and Manufacturer (Use additional page if necessary)</p>
--	---

SCOPE OF WORK

<p>Architectural feature: <u>facade brick</u> Approximate date of feature: <u>ca. 1880</u> Description of feature and its condition: Hard pressed red brick with butter joints in good condition. Mortar mostly sound, but deteriorated and missing around downspout at east end of facade. Some graffiti at first floor.</p> <p>Photo No. <u>3.6</u> Drawing No. _____</p>	<p>No. 1</p>	<p>Description of work to be performed on existing feature: Repair and replace existing mortar with new to match existing (see specs.). Remove graffiti with chemical cleaners (see specs.).</p>
<p>Architectural feature: Approximate date of feature: Description of feature and its condition:</p> <p>Photo No. _____ Drawing No. _____</p>	<p>No. 2</p>	<p>Description of work to be performed on existing feature:</p>

PREPARED FOR:




EA Engineering, Science, and Technology, Inc., PBC
444 LAKE COOK ROAD, SUITE 118
DEERFIELD, IL 60015
(847) 946-8010

DATE: SEPTEMBER 2020
PROJECT NUMBER: 1516824
CT-103
SHEET: 74 OF 113

REMEDIAL DESIGN
SPRIT LAKE ESTUARY SITE
ST. LOUIS RIVER AREA OF CONCERN
DULUTH, MINNESOTA

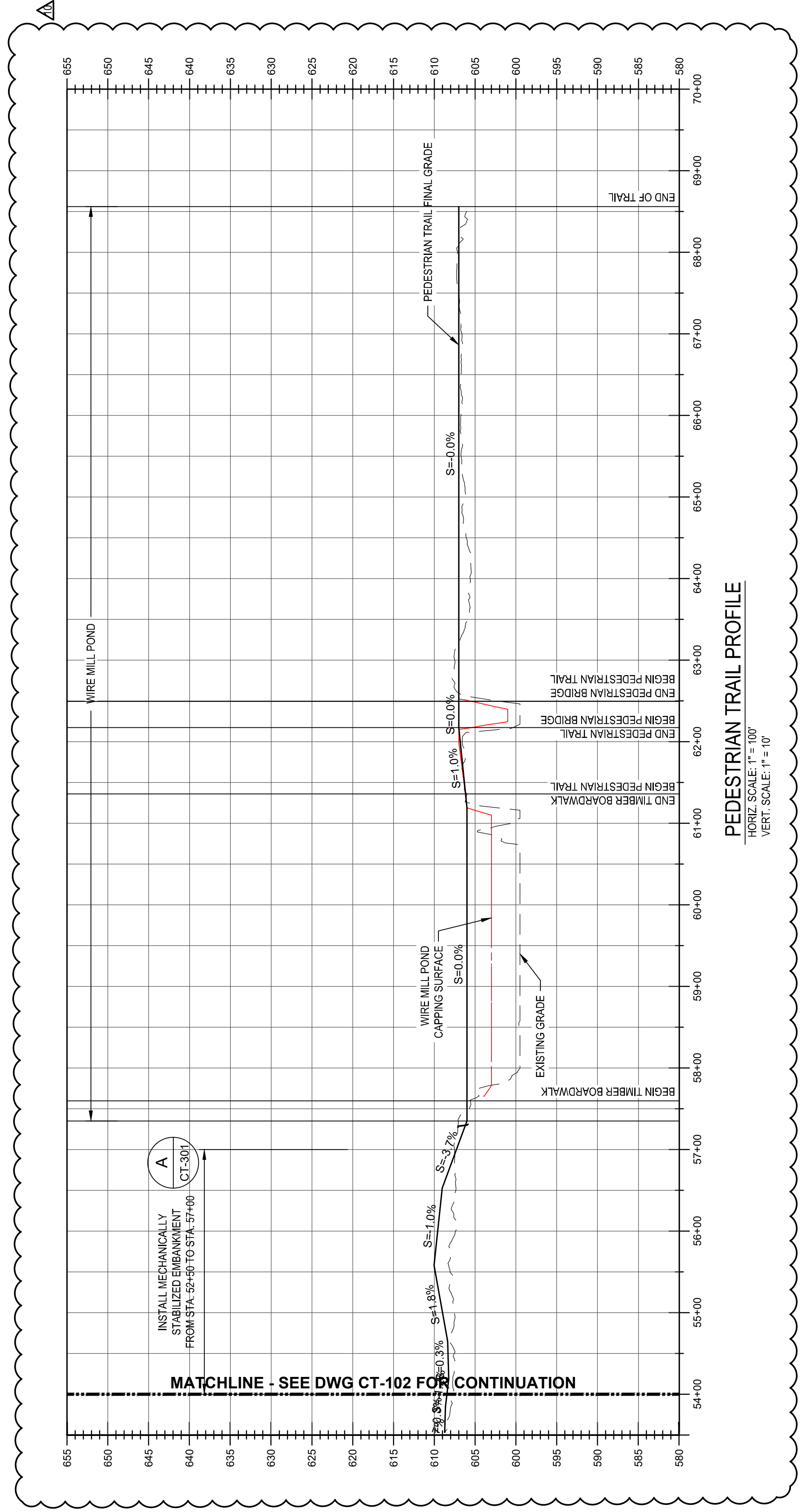
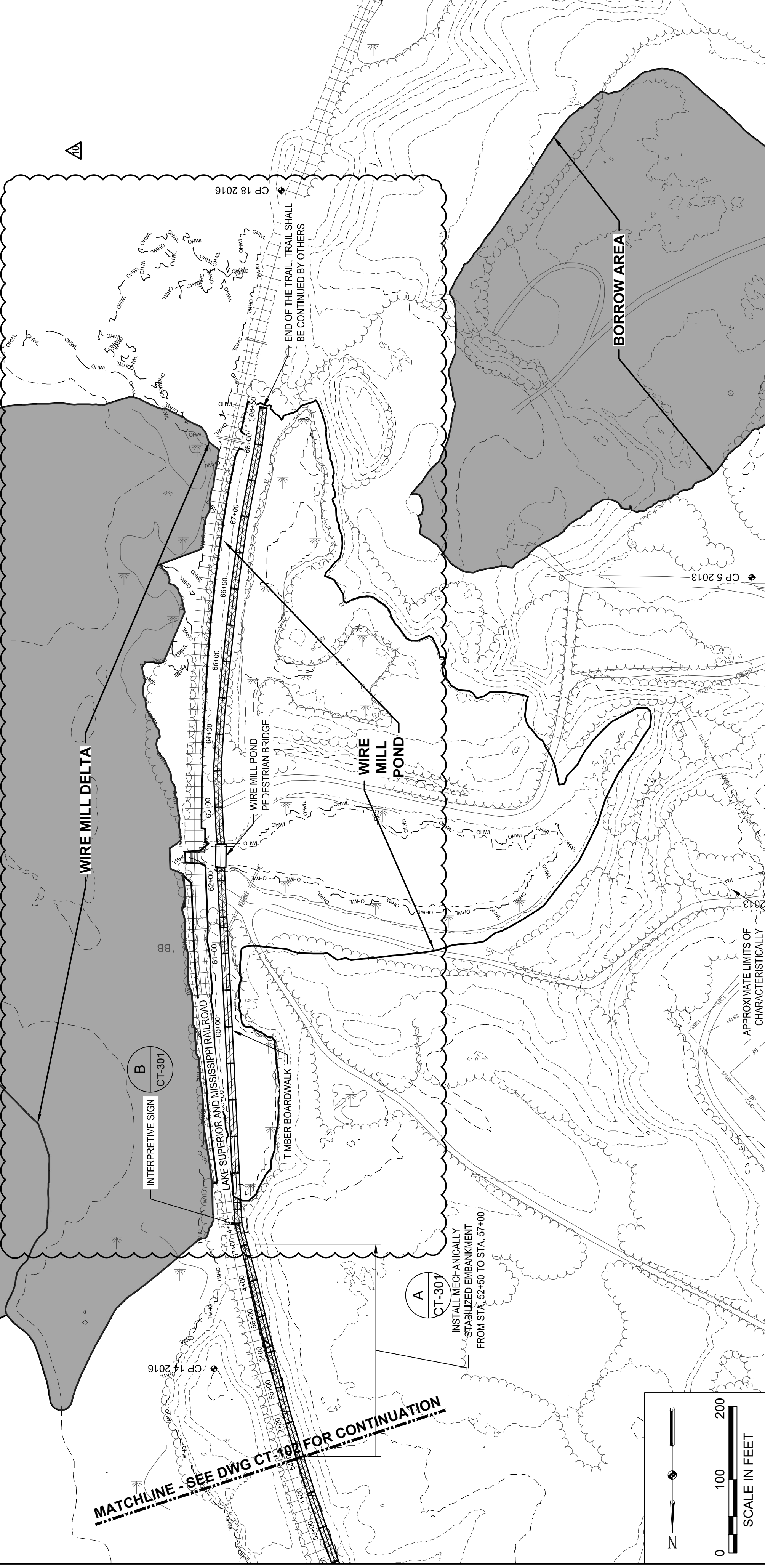
PEDESTRIAN TRAIL PLAN AND PROFILE (3 OF 4)

DESIGN INFORMATION		DESIGNED BY:		PROJECT MANAGER:	
NO.	DATE	LLR	JRM	JMT	JB
10	2/22/22				
BY		JRM			
REVISIONS TO CONTINUE WORK IN 2022					
REVISIONS					
DESCRIPTION					



NOTE:

- ALL TRAILS SHALL MEET ARCHITECTURAL BARRIERS ACT (U.S. ACCESS BOARD, www.access-board.gov) MAXIMUM RUNNING SLOPE LENGTH REQUIREMENTS FOR ACCESSIBLE TRAILS.
- FOR PEDESTRIAN TRAIL DETAILS SEE SHEET CT-301.
- FOR TIMBER BOARDWALK DETAILS SEE SHEET CT-301A.



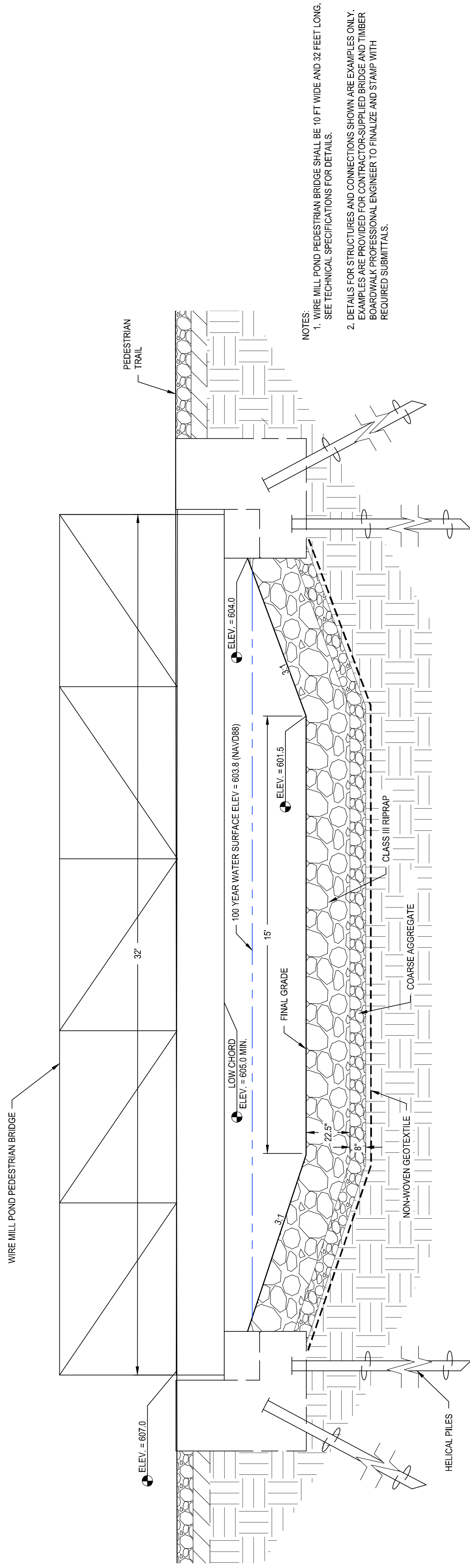
REMEDIAL DESIGN
 SPIRIT LAKE ESTUARY SITE
 ST. LOUIS RIVER AREA OF CONCERN
 DULUTH, MINNESOTA
 TIMBER BOARDWALK AND PEDESTRIAN TRAIL DETAILS

PREPARED FOR:
EPA

EA
 EA Engineering, Science, and
 Technology, Inc., PBC
 444 LAKE COOK ROAD, SUITE 118
 DEERFIELD, IL 60015
 (847) 946-8010

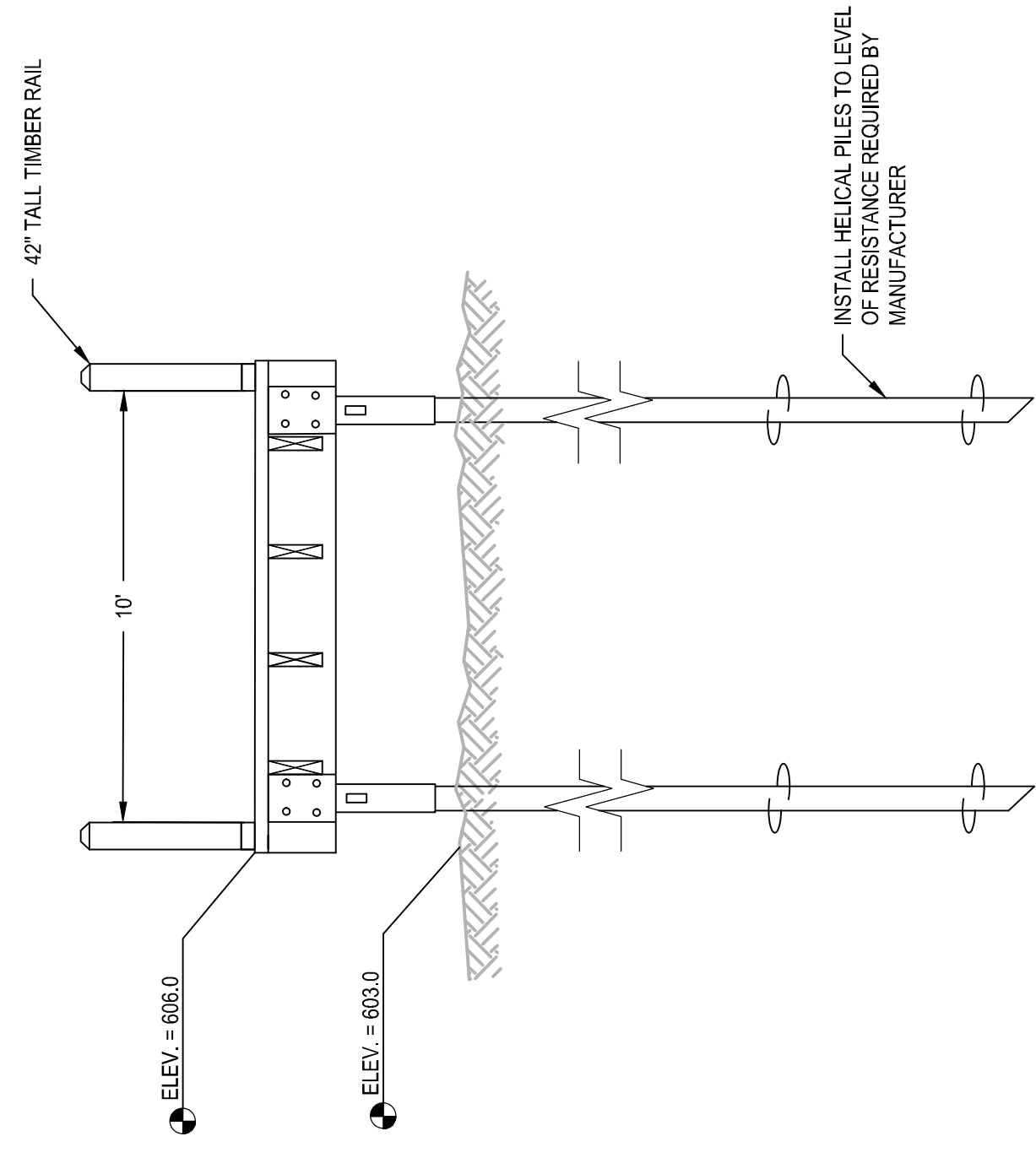
DATE: SEPTEMBER 2020
 PROJECT NUMBER: 1516824
CT-301A
 SHEET: 76A OF 113

DESIGN INFORMATION		DESIGNED BY:	
NO.	DATE	LLR	
10	2/2022	JRM	
REVISIONS		REVISIONS TO CONTINUE WORK IN 2022	
REVISIONS		DESCRIPTION	

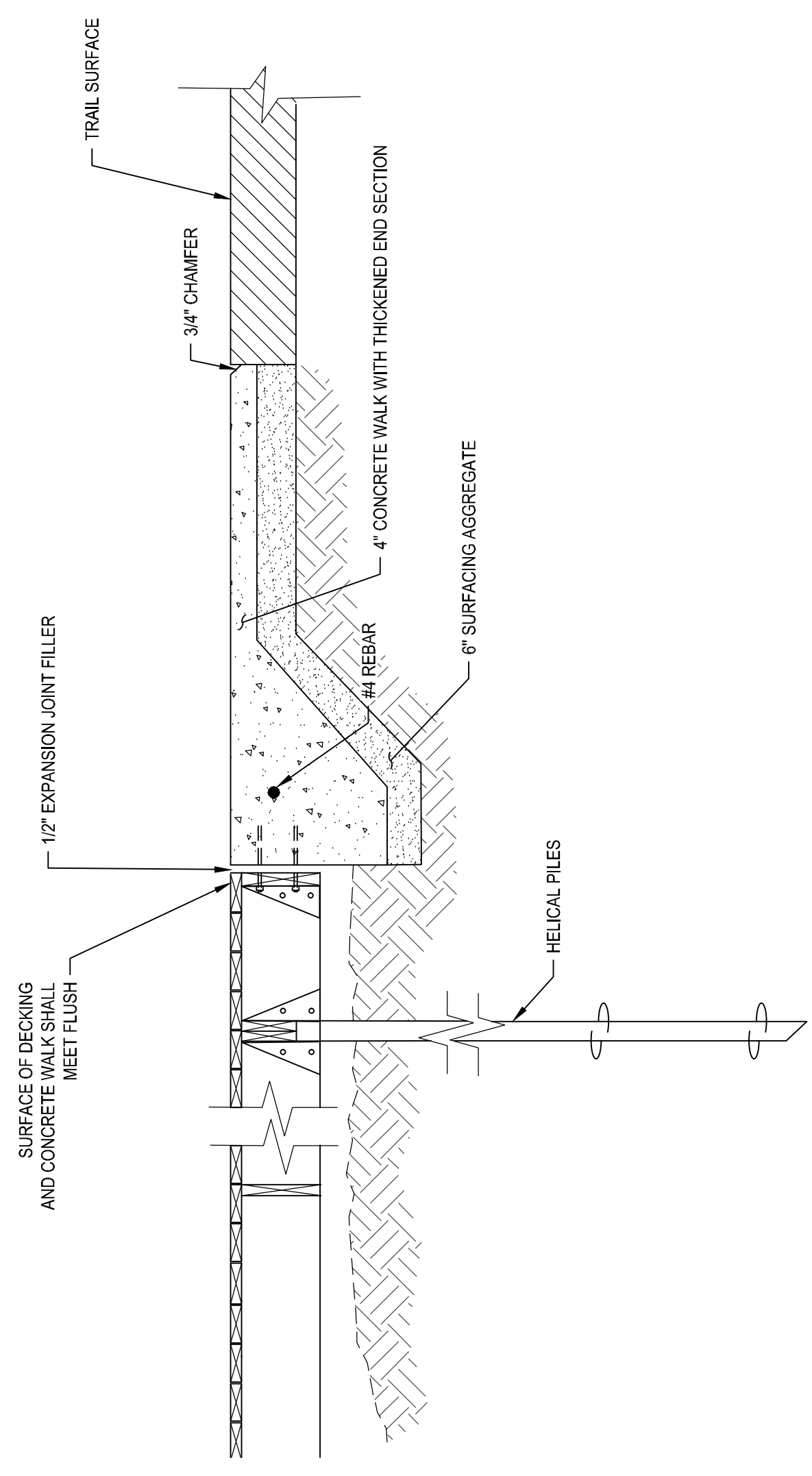


A WIRE MILL POND PEDESTRIAN BRIDGE SECTION
 SCALE: NO SCALE
 CUJ-104

NOTES:
 1. WIRE MILL POND PEDESTRIAN BRIDGE SHALL BE 10 FT WIDE AND 32 FEET LONG. SEE TECHNICAL SPECIFICATIONS FOR DETAILS.
 2. DETAILS FOR STRUCTURES AND CONNECTIONS SHOWN ARE EXAMPLES ONLY. EXAMPLES ARE PROVIDED FOR CONTRACTOR-SUPPLIED BRIDGE AND TIMBER BOARDWALK PROFESSIONAL ENGINEER TO FINALIZE AND STAMP WITH REQUIRED SUBMITTALS.



TIMBER BOARDWALK - SECTION
 SCALE: NO SCALE



CONCRETE TRANSITION TO TIMBER BOARDWALK
 SCALE: NO SCALE

Steven Robertson

From: Camille Neitzel
Sent: Monday, February 21, 2022 1:22 PM
To: Steven Robertson
Subject: CLG - 3800 London Road, Duluth, MN 55804 (Trileaf Project #693327)
Attachments: Aerial - MNDLH00097C.pdf; SiteVicinityMap - MNDLH00097C.pdf

February 21, 2022

**Duluth Heritage Preservation Commission
City of Duluth Planning Department**

Attn: Mr. Steve Robertson
411 West First Street
Duluth, Minnesota 55802
Phone: (218) 730-5295
Email: srobertson@duluthmn.gov

RE: Dish Network – MNDLH00097C / Project# MNDLH00097C – Trileaf Project #693327
3800 London Road, Duluth, MN 55804
St. Louis County, Duluth Quadrangle (USGS)
Latitude: 46° 49' 11.86" N, Longitude: 92° 2' 38.08" W

Dear Mr. Robertson:

Trileaf Corporation is in the process of completing a Section 106 Review at the referenced property. Dish Network proposes to install three (3) panel antennas (1 per sector) and six (6) RRUs (2 per sector) at centerline heights of 69 feet and 73 feet on a 60.6-foot (79.6-foot overall) rooftop. All equipment will be installed on the roof. The site is currently the rooftop of an apartment complex. The antenna will be licensed by the Federal Communications Commission (FCC).

Our investigation includes determining if the site is contained in, on or within the viewshed of a building, site, district, structure or object, significant in American history, architecture, archaeology, engineering or culture, that is listed, or eligible for listing on the State or National Registers of Historic Places, or located in or on an Indian Religious Site.

Trileaf is requesting information regarding this tower's potential effect on Historic Properties. All information received will be forwarded to the State Historic Preservation Office (SHPO) as part of the Section 106 review process. *Additionally, this invitation to comment is separate from any local planning/zoning process that may apply to this project.*

If you wish to comment or be considered a consulting party, please respond within thirty (30) days of the date of this letter. If a response is not received within thirty (30) days, it will be assumed that you have no objections to this undertaking. A site topography map and aerial photograph are enclosed for your reference.

Please call me at (630) 227-0202 or email if you need additional information or have any questions. Thank you for your assistance in this regard.

Sincerely,

Camille Neitzel
Sr. Project Scientist

Duluth Quadrangle, Minnesota (2022)

Contour Interval = 10 Feet

Scale 1 Inch = ~2,000 Feet

Latitude: 46° 49' 11.86" N, Longitude: 92° 2' 38.08" W

Township: T50N Range: R13W Section: S18



North



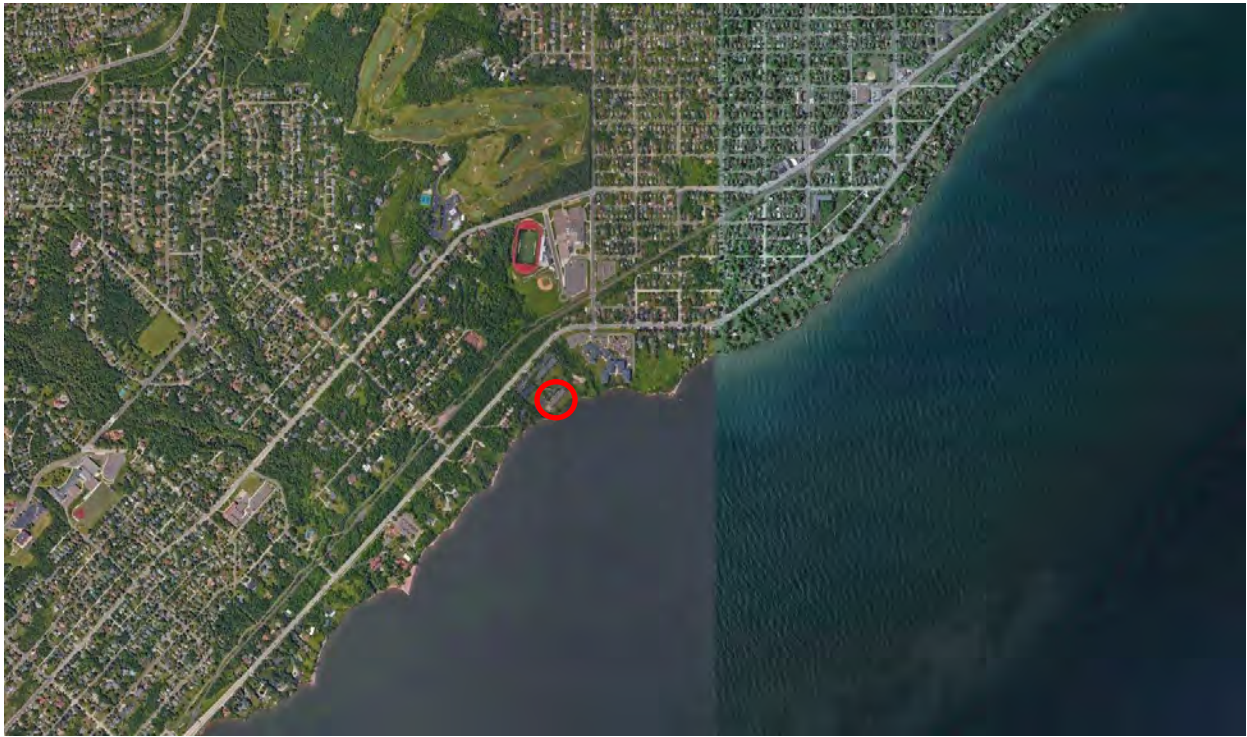
Site Vicinity Map

Dish Network – MNDLH00097C

3800 London Road

Duluth, MN 55804





Site Location & Surrounding Properties



Site Location

Aerial Photographs (2016)

Dish Network – MNDLH00097C
3800 London Road
Duluth, MN 55804





March 8, 2022

Duluth Heritage Preservation Commission
Steve Robertson
City of Duluth Planning Department
411 West First Street
Duluth, Minnesota 55802

SUBJECT: REQUEST FOR SECTION 106 COMMENTS = CLG REPRESENTATIVE

**SITE: MNDLH00096A (SITE NUMBER: MNDLH00096A)
130 WEST SUPERIOR STREET
DULUTH, ST. LOUIS COUNTY, MINNESOTA 55802
RAMAKER & ASSOCIATES, INC. PROJECT NUMBER: 54615**

Dear M. Robertson:

Ramaker & Associates, Inc. (Ramaker) was retained by DISH Wireless LLC (DISH) to complete a NEPA and Section 106 review of a proposed antenna and equipment installation at an existing 135-foot building (overall height with appurtenances of 152 feet). Ramaker and DISH have opined that the proposed activities do not qualify for any categorical exclusions from review under Section 106 of the National Historic Preservation Act (NHPA) set forth in the Federal Communication Commission's (FCC's) *Nationwide Programmatic Agreement for Review of Effects on Historic Properties for Certain Undertakings Approved by the FCC* (Nationwide Agreement) nor the Nationwide Programmatic Agreement for Collocations or the FCC's March 8, 2015 "Report & Order." Thus, a Section 106 submittal is required on behalf of the proposed DISH undertaking. The purpose of this report is to document the potential for effect to the project's Direct and Indirect Areas of Potential Effect (APEs).

The proposed activity is located at 130 West Superior Street in Duluth, St. Louis County, Minnesota. The property is further identified as being located in the Southeast ¼ of Section 27, Township 50 North, Range 14 West. The location of the property is depicted on the attached Duluth, Minnesota Quadrangle. The project is also identified as being located at 46° 47' 6.73" North and 92° 6' 0.35" West. The locations of the site, site photographs, and appropriate Area of Potential Effect (APE) maps have been included.

DISH proposes to install antennas and equipment atop an existing building located in Duluth, Minnesota. As part of the proposed development DISH will install antennas and equipment on the rooftop of the building. It should be noted that there are existing antennas currently installed on the rooftop. Additionally, DISH will install associated telecommunications equipment on a proposed rooftop equipment platform. Utilities will be routed along the side of the building in a proposed cable tray from an existing utility room on the first floor to the proposed telecommunications equipment and antennas with no planned ground disturbance. Additional site development details are included in the attached figures.

The host structure is a bank building that was constructed circa 1982. The building is located north of North 2nd Avenue West along the east side of West Superior Street. The surrounding area is characterized by residential, institutional, and commercial properties located along neighboring roadways. A search of the National Register of Historic Places Cultural Resources GIS database did not contain any records for the host structure; however, the host structure is located within the NRHP-listed Duluth Commercial Historic District.

It is the opinion of Ramaker that the proposed DISH undertaking will have "No Effect" to the Direct APE and "No Adverse Effect" to the Indirect APE.

March 8, 2022

Page 2 of 2

Following the FCC protocols and procedures, should you wish to provide additional comments with respect to the potential to effect cultural and/or historic properties, please contact Ramaker. Additionally, if you have any information regarding other potentially interested commenting parties that should be contacted, your input on this matter would also be greatly appreciated. As the project is proposed for development in the very near future, we would appreciate receiving your comments in the next 30 days.

Please direct all future correspondence to:

Ramaker & Associates, Inc.
Elliott York, Environmental Specialist
855 Community Drive
Sauk City, Wisconsin 53583
Telephone: (608) 643-4100
Facsimile: (608) 643-7999
Email: eyork@ramaker.com

If you have any questions or comments, please do not hesitate to contact our office.

Sincerely,

RAMAKER & ASSOCIATES, INC.



Elliott York, Environmental Specialist

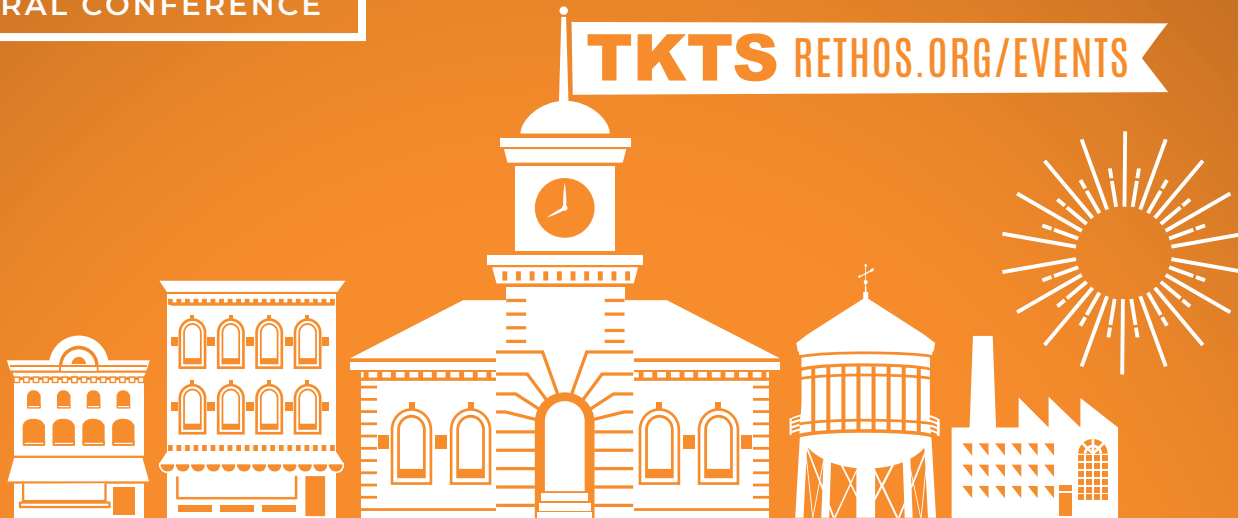
Attachments: Site Location Maps

Cc: St. Louis County Planning and Community Development Department
Matthew Johnson, Director
100 North 5th Avenue West
Duluth, Minnesota 55802

St. Louis County Historical Society
JoAnne Coombe, Executive Director
506 West Michigan Street
Duluth, Minnesota 55802

INAUGURAL CONFERENCE

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BUILDINGS ON MAIN ST CONFERENCE

APRIL 20-22, 2022

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