

**July 9, 2019**

**Heritage Preservation Commission  
City of Albert Lea**

Call to order at 5:34 p.m. by Brad Kirchner

**MEMBERS PRESENT**

Brad Kirchner  
Linda Bryan  
Chuck Newell  
Becky Johnson  
Jennifer Levisen

**MEMBERS ABSENT:** Tami Staker, Larry Baker, ex-officio

**STAFF PRESENT**

Jerry Gabrielatos, Assistant City Manager

**APPROVAL OF AGENDA**

A motion was made by Kramer to approve the agenda and seconded by Johnson. The agenda was approved on a 6-0 voice vote.

**APPROVAL OF MINUTES**

A motion was made by Bryan to approve the minutes with changes, correcting Newell as the person who called the meeting, as well as in the approval/signature spot. The motion was seconded by Levisen. The minutes were approved on a 6-0 voice vote.

**PUBLIC HEARING - Request for Certificate of Appropriateness for signage proposal at Southern Minnesota Legal Services, 146 College Street West.**

Kirchner opened the public hearing at 5:36 p.m.

Kirchner explained the background of the signs, options available to the sign owner and detailed the proposal for the item in question to the Commission.

Newell made the following motion, allowing the sign owner to pursue one of two options:

- 1) Removing the board that has been added over the old sign and reface the old sign. Both original sign supporting structures could then remain and would be "existing non-conforming" or to,
  
- 2) Remove one sign completely. The applicant would be in compliance with the limit of "one sign per 100'". The remaining sign could actually be enlarged to up to 10' in height and up to 250 square feet. If HPC can approve the design, maximum size up to 10' in height and up to 250 square feet, and color scheme, zoning can work through the above issues with the sign contractor, owner, and/or lessee. This is permitted if only one freestanding sign remains.

Kramer seconded this. The motion was passed on a 6-0 roll call vote.

The public hearing was closed at 5:49 p.m.

**COMMISSIONER COMMUNICATIONS**

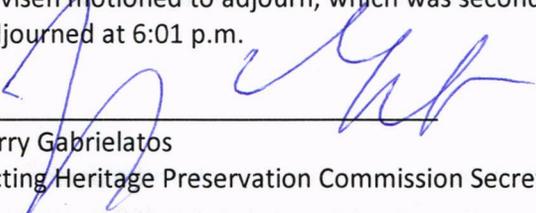
Baker suggested examining portions of the code that need updating. Kirchner responded that a work session would be helpful to accomplish that work. Gabrielatos agreed, recommending the HPC perform a comprehensive review of the items that needed to be addressed. The list could be provided to the incoming City Planner for examination.

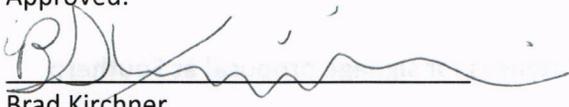
**STAFF COMMUNICATIONS**

Brad Kramer left at 5:55 p.m.

Gabrielatos announced that he began to canvass downtown businesses to create awareness about the Main Street program. He detailed the potential partnership with the Chamber as the Main Street program evolves.

Levisen motioned to adjourn, which was seconded by Bryan, and passed unanimously. The Commission adjourned at 6:01 p.m.

  
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Jerry Gabrielatos  
Acting Heritage Preservation Commission Secretary

Approved:  
  
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Brad Kirchner  
Heritage Preservation