

**CITY OF ALBERT LEA
HERITAGE PRESERVATION COMMISSION**

February 18, 2020, 5:30 p.m.
City Hall – Room 109, 221 E Clark Street

AGENDA

A. CALL TO ORDER AND ROLL CALL

B. APPROVAL OF THE AGENDA

C. APPROVAL OF MINUTES- HPC January 27, 2020 **(Pages 1-2)**

D. PUBLIC HEARINGS

1. 214 W Clark Street, COA for Windows **(Pages 3-4)**
2. 101 S Newton Ave, COA for Windows and Door **(Pages 5-6)**

E. NEW BUSINESS

1. Comp Plan Chapter Update

F. COMMISSIONER COMMUNICATIONS

G. STAFF COMMUNICATIONS

H. ADJOURNMENT

NEW HISTORY

MEETING MINUTES

Kick Off Meeting

Date: January 27, 2020 11:00am-12:30pm
Albert Lea City Hall
221 East Clark Street, Albert Lea

Project: Historic Preservation Chapter – Albert Lea Comprehensive Plan

Written By: Laurel Fritz, fritz@newhistory.com, 612-843-4140

Reviewed By: Peter Hendee Brown, peter@peterhendeebrown.com, 612-843-4140

Attendees and Copy List

Name	Role	Present
Linda Bryan	Albert Lea Heritage Preservation Commission	X
Becky Johnson	Albert Lea Heritage Preservation Commission	X
Stephanie Kibler	Albert Lea Heritage Preservation Commission	
Brad Kirchner	Albert Lea Heritage Preservation Commission	X
Jennifer Levisen	Albert Lea Heritage Preservation Commission	
Charles Newell	Albert Lea Heritage Preservation Commission	X
Tami Staker	Albert Lea Heritage Preservation Commission	
Megan Boeck	City of Albert Lea	X
Peter Hendee Brown	New History	X
Laurel Fritz	New History	X

Discussion Items

1. **Success:**

Looking back on this project in 5-10 years, if this project was “successful,” what did we do and what has been the outcome?

- a. Momentum for revitalization of the Downtown Historic District has continued
- b. No more empty/boarded up buildings in the Downtown Historic District
- c. Increased diversity of uses within the Downtown Historic District – more retail, introduce housing at upper levels
- d. Historic Preservation in the Downtown Historic District has been received positively by the public
- e. The HPC has support and bandwidth to start looking at additional properties outside the Downtown Historic District that may benefit from local designation.



Properties mentioned include churches in and adjacent to downtown, Depot buildings, Navy Hospital

2. Constraints:

What are the constraints facing historic preservation in Albert Lea?

- a. Misconceptions.
 - Financial commitment (real or perceived) for building owners “preservation is too expensive/more expensive”
 - Downtown is in terrible shape/falling apart
- b. Education. Property owners in the Downtown Historic District and also the general public need education about
 - the benefits of local preservation
 - the local preservation process
 - grant and tax credit funding opportunities and logistics
 - building code enforcement
- c. Skilled Labor.
 - There is a lack of skilled labor (masons, wood windows, etc.) available in Albert Lea. This is an issue that reflects national trends and will require pragmatic solutions both locally and state-wide.
- d. Communication with SHPO
 - Need for better communication structures with SHPO during Historic Tax Credit projects. Sometimes project needs and review outcomes don't align.

3. Opportunities:

What are the opportunities for historic preservation in Albert Lea?

- a. Within the existing Downtown Historic District
 - Target areas include Washington Avenue, East and West Clark Street, and the 300 block of Broadway Avenue
 - Promotion and use of the existing Façade Improvement grant program
 - Potential to revise the District boundary to include adjacent properties (theory will need to be vetted)
 - Increased Civic activation to take advantage of Downtown Historic District resources – Wind Down Wednesdays, Public Art, Pop-up parks/libraries/etc.
- b. Education. This is both a constraint and an opportunity. See item 2.b.

4. Historic Preservation Chapter Content

- a. Concrete and actionable plan – not amorphous theoretical language
- b. Focus on Downtown Historic District – expansion of HPC purview and responsibilities is the next step after the Downtown District
- c. Desire expressed for New History to attend a future HPC meeting as public engagement following development of the draft chapter

Action Items

Action	Description	Responsible Party	Date Completed
1.1	Develop Action Plan for Public Engagement	New History lead	

Next Meeting

TBD

Weekly Calls

Megan Boeck/New History
Tuesdays 9:00-9:30am

Meeting Adjourned: 12:30pm

Meeting Minutes prepared by **New History** and represent the author's understanding. Any clarifications or corrections shall be reported to **Laurel Fritz** (fritz@newhistory.com) at **New History**, cc-ing **Megan Boeck at the City of Albert Lea** (mboeck@ci.albertlea.mn.us) (by February 14, 2020). Corrected meeting notes will be reissued, and items in **RED** shall represent corrections or revisions to the document.



To: Heritage Preservation Commission
From: Megan Boeck, City Planner
Date: February 6, 2020
Re: Request for Certification of Appropriateness

214 W Clark Street- Background & Proposal

Albert Lea Community Theatre (ACT) has applied for a COA for 14 new double-hung windows throughout the second floor (street and alley facing). The existing window does not meet local guidelines because of infill at the top of the window. ACT has agreed to replace the existing windows and insert spandrel glass in the area that is infill. A more detailed drawing will be provided at the public hearing.

Staff Recommendation

Staff recommends approval of the 14 new double-hung windows with a spandrel glass insert upon the submission of a detailed drawing.

101 S Newton Ave- Background and Proposal

JD Kelley Properties (Jaguar Communications) has applied for a COA to replace existing windows and entry door to the same size and shape as is current. A quote from Total Glass and Lock is attached to this report.

Staff Recommendation

Staff recommends approval of a COA to replace existing windows and entry door.

Respectfully submitted,



Megan N. Boeck
City Planner
City of Albert Lea
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507 373-1000
Fax 377-1543

TOTAL Glass & Lock

311 West Main Street - Albert Lea, MN 56007

QUOTE

November 25, 2019

Jaguar
101 South Newton
Albert Lea, MN 56007
lynn@propropertymn.com

Replace existing clear aluminum single glazed aluminum doors and windows with new clear aluminum doors and windows. New doors and windows to have clear Low E insulated glass. 10" bottom rail, and heavy-duty closers.

\$6,044.00

Quoted by Tom
tom@totalg-l.com