

**CITY OF ALBERT LEA
HERITAGE PRESERVATION COMMISSION**

*8/8/2017, 5:30 p.m.
City Council Chambers*

AGENDA

- A. CALL TO ORDER AND APPROVAL OF THE AGENDA
- B. 2017 STATE PRESERVATION CONFERENCE – Planning Session/Updates
- C. APPROVAL OF MINUTES
 - HPC Minutes from July 11th 2017
 - HPC Minutes from July 26th 2017
- D. PUBLIC HEARING - none
- E. NEW BUSINESS
 - Replacement lamp posts
- F. OLD BUSINESS
 - Downtown District Street Signs
- G. COMMISSIONER COMMUNICATIONS
- H. STAFF COMMUNICATIONS
- I. ADJOURNMENT

July 11, 2017

**Heritage Preservation Commission
City of Albert Lea**

Call to order 5:32 p.m. by Chairman Brad Kirchner

MEMBERS PRESENT

Brad Kirchner
Lester Anderson
Tami Staker
Brad Kramer
Jennifer Levisen
Chuck Newell

MEMBERS ABSENT

Robert Hoffman
Larry Baker (Ex-Officio)

STAFF PRESENT

Jerry Gabrielatos, Assistant City Manager
Molly Patterson-Lundgren, City Planner
Jennifer Nelson, Administrative Assistant

OTHERS PRESENT

Michael Koop, CLG Coordinator, Heritage Preservation Department
Jay & Stacy Waltman, Building Owners of 136 South Broadway Ave

APPROVAL OF AGENDA AND MINUTES

A motion was made by Jennifer Levisen to approve the Agenda for July 11, 2017 and seconded by Brad Kramer. The agenda was approved on a 6-0 voice vote.

A motion was made by Charles Newell to approve the minutes from the June 13th and June 28th, 2017 meetings and seconded by Lester Anderson. The minutes were approved on a 6-0 voice vote.

2017 STATE PRESERVATION CONFERENCE – Conference Planning Session with Michael Koop.

PUBLIC HEARINGS

HP2017-010 Broadway Ave N intellicents Awning Signs

Staff report prepared by Molly Patterson-Lundgren, City Planner, WSB & Associates, Inc. become part of these minutes by reference.

Public Hearing was opened at 6:15 p.m.

Brad Kirchner reviewed the request. Staff recommends approval of the new wall sign and suggests the following motion of approval to include the findings of fact.

A motion was made by Lester Anderson and seconded by Brad Kramer whereas the proposed storefront signs “Kelly Gau Studio” for 100 North Broadway is hereby approved based on the following findings of fact:

1. The proposed signage meets City Zoning Code and locally adopted historic district guidelines,
2. The proposed signage meets Secretary of Interior Standards in that it is compatible with the historic materials, features, size, scale and proportion, and massing of the building,
3. Per requirements of City Code 2-221, the new sign will not alter the amount or quality of any original features or those that are deemed historically significant on the building.

The motion was approved on a 6-0 roll call vote.

Public hearing closed at 6:19 p.m.

NEW BUSINESS: None

OLD BUSINESS: None

COMMISSONER COMMUNICATIONS:-None

STAFF COMMUNICATIONS: None

ADJOURNMENT

A motion was made by Tami Staker and seconded by Lester Anderson to adjourn the meeting at 6:52p.m. Motion to adjourn was approved on a 6-0 voice vote.

Respectfully submitted,

Jennifer Nelson
Acting Heritage Preservation Commission Secretary

Approved:

Heritage Preservation Chairman
Brad Kirchner

July 26, 2017

**Heritage Preservation Commission
City of Albert Lea**

Call to order 5:30 p.m. by Chairman Brad Kirchner

MEMBERS PRESENT

Brad Kirchner
Tami Staker
Jennifer Levisen
Chuck Newell

MEMBERS ABSENT

Robert Hoffman
Brad Kramer
Lester Anderson
Larry Baker (Ex-Officio)

STAFF PRESENT

Molly Patterson-Lundgren, City Planner
Jennifer Nelson, Administrative Assistant

OTHERS PRESENT:

Bob Graham, 1336 Crestview Rd

APPROVAL OF AGENDA AND MINUTES

A motion was made by Jennifer Levisen to approve the Agenda for July 26, 2017 and seconded by Chuck Newell. The agenda was approved on a 4-0 voice vote.

PUBLIC HEARING

Downtown Historic District Signs

Staff report prepared by Molly Patterson-Lundgren, City Planner, WSB & Associates, Inc. become part of these minutes by reference.

Public Hearing was opened at 5:32 p.m.

Molly Patterson-Lundgren reviewed the options for new signage in the historic district. The proposed signage would be of a similar size and style as existing street signs to demarcate the district. Funding for these signs were acquired through a grant and will be placed on existing sign posts.

Patterson-Lundgren explained a Certificate of Appropriateness is required for any work that takes place within or visible from the right of way. This is the reason for the public hearing regarding the proposed signage in the historic district.

Tami Staker presented the logo the Downtown Association hired TMP to design. This logo has been established as the official downtown logo by the Albert Lea Downtown Association.

Patterson advised the proposed signs would be attached to existing street signs and stop signs identified on the map (map becomes part of these minutes) within the historic district.

A motion was made by Brad Kirchner and seconded by Chuck Newell whereas the recommended design for the Albert Lea Historic District signs would be a full color logo (City specified colors) of the Downtown Association's official design on a white background on a circle or preferably square shaped sign. The motion was approved on a 4-0 roll call vote.

Public hearing closed at 6:04 p.m.

NEW BUSINESS: None

OLD BUSINESS: None

COMMISSIONER COMMUNICATIONS:-None

STAFF COMMUNICATIONS: None

ADJOURNMENT

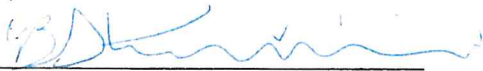
A motion was made by Chuck Newell and seconded by Tami Staker to adjourn the meeting at 6:04p.m. Motion to adjourn was approved on a 4-0 voice vote.

Respectfully submitted,



Jennifer Nelson
Acting Heritage Preservation Commission Secretary

Approved:



Heritage Preservation Chairman
Brad Kirchner