

**HPC**  
**Monday September 27, 2010**

**Commission Members:**

Mary Flicek-Chair	Melody Gibson
Jolene Greenheck	Victoria Moore
Linda Mann	Monica Walters
Dan Miller	

**City Representatives:**

Molly Patterson-Lundgren, City Planner

**PROCEEDINGS OF THE HERITAGE PRESERVATION COMMISSION**

The regular meeting of the Heritage Preservation Commission was held on Monday September 27<sup>th</sup> 2010 at City Hall and was called to order at 9:05 am by Mary Flicek.

Commissioners Flicek, Mann, Gibson and Moore were present. Members Miller, Greenheck, and Walters were absent.

**Changes/Additions to the Agenda** – Molly asked to add a discussion on the application for signage and design review for Skees Barber Shop. Molly requested a discussion on setting up a date to tour the old jail facility under Other Business.

**Approval of Minutes**

Commissioners Gibson and Moore moved to approve the minutes of the August 23<sup>rd</sup>, 2010 meeting as submitted. Adopted unanimously.

**Announcements**

Commissioner Flicek brought forward for discussion Section 106. Molly stated that Section 106 is a section of the Preservation Act that requires that anytime there is an activity that impacts a historic resource that both local and state review and local and state funds are used it has to go thru SHPO approval. It is also Section 106 that requires SHPO approval anytime small cities grant funds are used.

**Design Review- Skees Barber Shop**

Holly Kreofsky, 125 Pembroke Ave submitted an application for Design Review for signage and painting. Commission members were provided with a copy of the application, however since the application was submitted after the meeting deadline staff did not have time to complete a staff report. Staff recommends either establishing a sub-committee to further review the application upon receiving further information or adjourning the meeting to a specific date and time so that more information can be obtained and the application can be further discussed. Molly pointed out issues with the size of the signage and colors. Commissioners Gibson and Mann moved to table the issue and adjourn to a specific time and date to discuss the application further as more information is needed. Adopted unanimously.

**New Business-**

The new Citywide Decorum Policy was handed out for information purposes, there was no discussion.

The Minnesota Historical Society Traveling Exhibit Program was discussed. The Commission agreed that Wabasha should apply to host the exhibit. Molly has talked to both RJAC and the Chamber and they both agreed it would be a good idea. Commissioner Flicek suggested contacting the school and the performing arts dept. Other discussion included where to hold the exhibit, when the exhibit would be open, staffing, and expense. It was decided that Molly would put together an application for the WWII exhibit.

Molly provided a hand out titled "Parliamentary Procedure" (basic of Roberts Rules including how to make a motion) and noted a few variations on the handout from what the city as a municipality is able to do.

### **Old Business-**

SHPO conference – commissioners discussed the conference sessions attended. Molly said she will see about finding a basic handout on State Tax Credit.

Molly updated the commission on the downtown sign enforcement process. She stated that at the last meeting there was a motion to send a letter to four businesses that have not fixed their signage and that she should consult with City Attorney Peter Ekstrand to verify that the city could remove the signage. After drafting the letters she realized that some of the signage had been removed so she had not sent out the letters. It was decided to send the letters out as is to those that have not removed the signs and to send a letter to those that have thanking them for removing the signs and reminding them that they are not allowed under the new sign ordinance.

Anderson House re-use study was discussed. Commissioner Flicek requested a copy of the study be sent to the HPC prior to the public meeting.

Anderson House for sale sign was discussed. The signage on the Anderson House is too large and it was requested by the HPC that it be changed to smaller signs, but it has not been changed. Commissioner Mann agreed to talk to Chris Christopherson from First State Bank.

The Main Street Program was discussed. Discussion included getting the Chamber and Port Authority involved.

Molly updated the commission on current budget issues.

Commission membership & officers for 2011 was discussed.

Discussion on possibility of changing day of meeting. Commissioners Mann and Gibson moved to move the October meeting to Tuesday October 26<sup>th</sup> at 9am. Adopted Unanimously. It was all decided to revisit changing the meeting day to Tuesdays or Thursdays.

### **Other Business- None**

Commissioners Moore and Gibson moved to recess at 10:30 until 9:00 a.m. on Thursday, September 30<sup>th</sup>. Adopted Unanimously.

The meeting of the HPC re-convened at 9:10 on Thursday September 30<sup>th</sup> and was called to order by Commissioner Flicek

Commissioners Flicek, Mann, Gibson and Moore were present. Members Miller, Greenheck, and Walters were absent.

### **Design Review- Skees Barber Shop**

Commissioners discussed the proposed signage and painting.

Commissioners Mann and Gibson offered the following resolution and moved for its approval. Adopted unanimously.

**WHEREAS**, 125 Pembroke has long been a barber shop and utilizes signage (barber pole) and color pallet (red, white, & blue) traditional to that business; and

**WHEREAS**, signs comprised of vinyl attached to window glass are deemed by the Commission to duplicate the appearance of materials historically used in sign manufacturing, and

**WHEREAS**, the proposed signage will meet the design requirements for the downtown historic district for color, font size, & style, and sign clarity (with appropriate conditions), and

**WHEREAS**, the proposed signage meets or is below the maximum signage allowed for this property and each sign proposed meets the maximum size or area coverage allowed in this district (with appropriate conditions),

**NOW THEREFORE IT IS HEREBY RESOLVED**, the signage proposed in the application submitted September 23<sup>rd</sup> is hereby approved with the following conditions:

1. Each window sign will be no larger than 3.75 square feet in size

2. Final window sign design will be approved by a subcommittee comprised on Victoria Moore and City staff

Commissioners Gibson and Mann offered the following resolution and moved for its approval. Adopted unanimously.

**WHEREAS**, Section 315.09 of City Code requires Heritage Preservation Commission design review and approval or disapproval of construction and demolitions activities, including remodel, repair or alteration to a property which in any manner will change the exterior appearance; and

**WHEREAS**, an application for signage has been submitted for 125 Pembroke Ave and includes proposed façade painting to coordinate with the new signage; and

**WHEREAS**, The Wabasha Heritage Preservation Commission provides the following findings:

1. The paint colors fall into the earth tones which are appropriate to a wide stretch of history in Wabasha's downtown district, listed in the adopted Design Guidelines as appropriate; and
2. The paint scheme is consistent with the long time and continued use of the property as a barber shop and the painted door post treatment (striped posts) can be seen in historic photos of the downtown, and
3. Painting as a regular maintenance of downtown properties indicates pride in the property and district and serves to appreciate rather than discount accomplishments of the past,

**NOW THEREFORE, IT IS HEREBY RESOLVED**, The Heritage Preservation Commission approved the façade painting as indicated in the application submitted September 23<sup>rd</sup> including painting the door red, the arches above the window red, and the door posts red white & blue in the color samples provided with the following conditions:

1. Final selections of colors will be determined by a subcommittee of Victoria Moore and City staff
2. Work will be completed by December 31<sup>st</sup> 2010

Commissioners Mann and Gibson moved to adjourn at 9:37. Adopted unanimously.

---

Molly Patterson-Lundgren, City Planner

---

Patty Heraty, Administrative Assistant  
(transcribed by notes)