CALL TO ORDER

APPROVAL OF AGENDA

APPROVAL OF MINUTES
A. November 23, 2021

UNFINISHED BUSINESS

NEW BUSINESS
A. Window Replacement – Nicollet Hotel (Park Row) Window Replacement
B. New Construction (213 Nassau Street) – Visualization

REPORTS
A. Atwood Realty (101 South Minnesota) Fire

ADJOURNMENT
Russ Wille
Director of Community Development
Due to the lack of a quorum at the December 28, 2021 there are no minutes available for that meeting.
The meeting was called to order by Chairperson Larry Potts at 5:33 pm. Commissioners Potts, Remo Alexandri, Sharon Lytinski, Joe Metzen, Emily Bruflat, and Brian Oviatt were in attendance. Absent was member Judy Douglas. Russ Wille and Administrative Secretary Cindy Moulton were also in attendance. Visitors present were Brytni Drevlon and Taylor Stein of Amber Patterson Design.

**Approval of Agenda**

A motion was made by Metzen, seconded by Oviatt to approve the agenda as presented. All voting in favor, the agenda was approved.

**Approval of Minutes**

A motion was made by Oviatt, seconded by Metzen to approve the minutes of the November 23, 2021 regular meeting. All members voting aye, the minutes were approved.

**Amber Patterson Design Co. – Façade Alteration**

Wille stated that in May, 2021 the HPC approved signage and a façade alteration to 218 South Minnesota Avenue as submitted by Amber Patterson.

Patterson has taken also over the 216 South Minnesota Avenue property and has submitted a sign design review as well as a façade renovation application.

According to the request submitted by Patterson, she would like to expand the signage completely across both store fronts (216 & 218 South Minnesota Avenue). She has also proposed that black paneling be installed over the center brick column.

Wille expressed his reservation of one sign across two store fronts. He recommended that it be made to look like two store fronts reminiscent of the past.

Oviatt said it makes sense to have one continuous sign as there is one owner, one business, and one use.

Alexandri approved of the design.

Potts said that at the last HPC meeting the Commission talked about having two store fronts in larger buildings. He asked if the Commission wanted the look of one large storefront.

Oviatt felt that the existing building looked like one structure.

Lytinski also felt the building was built as one.

Bruflat was more concerned with the paneling installed over the brick.
Oviatt stated that the brick on the column is not the original brick. He felt that painted wood panels would be more appropriate to have a more finished look.

Drevion said that it was not their intention to paint the brick column but to use painted paneling.

Oviatt wanted the column to remain.

Potts said he wanted consistency and if a covering is put on the column it would resemble two store fronts.

Wille commented that he spoke with Patterson and she indicated that she wanted continuation of the two store fronts.

Potts thought the building would appear too contemporary if painted paneling were installed on the column.

Bruflat and Metzen were comfortable with attaching the paneling over the brick as long as the brick is not damaged.

Wille stated the paneling would need to be attached to the mortar, not the brick.

A motion was made by Oviatt, seconded by Bruflat to approve the full length sign and to allow for the attachment of the painted panels on the column as long as they are attached to the mortar and not the brick. Alexandri suggested the panels be painted black. All members voting aye, the motion carried.

Sandwich Boards – Regulations/Permitting

Wille provided the history of the use sandwich board signs after the Governor declared the Covid-19 situation to be a public emergency.

Wille stated that because of the unprecedented disruption to normal business activities, the City allowed the use of sandwich board signs without HPC approval. He indicated that since the declaration has been lifted, several sandwich board signs remain within the Heritage Preservation District without undergoing the traditional review by the Commission.

Wille asked the Commission whether they felt the review of individual sandwich board signs need to be reviewed by the HPC. He proposed that the sandwich board regulations be clarified and expanded to provide greater clarification of the rules.

Wille explained that business owners have expressed they would like to use solid molded plastic because of its durability and asked if the HPC would be willing to open up the criteria. They also asked if the permits could be approved administratively.

Oviatt did not see a problem with the idea as did Potts.

Lytinski said she likes the individuality of the signs and did not think that there should be more regulations put on business owners.
In reviewing the proposed sandwich board signage regulations, the Commission felt that “Sandwich board signs shall not include any moving or moveable parts” be removed from the regulations.

Alexandri brought up his concern with the neon sign in the Lotus Massage window.

Wille stated that the HPC does not have the authority to monitor indoor signage.

Lytinski expressed her displeasure with the color of the Mexicana awning and also the façade of the 4 Seasons Mall.

She stated that she was frustrated that the HPC picks and chooses what they enforce.

Alexandri asked if the HPC could approach the City Council and request that inside signage be regulated by the HPC.

A motion was made by Lytinski, seconded by Alexandri to advise City Councilmember liason Bruflat to bring the HPC’s concerns to the City Council regarding the regulation of indoor signage and the regulation of the façade of buildings such as the 4 Seasons Mall. All members voting aye, the motion carried.

**Reports**

Lytinski asked if the Mexicana awning could be placed on the next agenda.

**Adjourn**

A motion was made Oviatt, seconded by Litynski to adjourn. With all members voting aye, the meeting adjourned at 6:41 pm.
To: HPC Members
From: Russ Wille, Community Development Director
RE: Nicollet Hotel, LLC (122 South Minnesota Avenue) – Window Replacement

Peter Tanis purchased the Nicollet Hotel property in January, 2020. The 122 South Minnesota Avenue property is located within the Heritage Preservation District as designated by a previous City Council. The property is located within the Saint Peter Commercial Historic district as designated by the National Register of Historic Places where the building is individually listed.

The Nicollet Hotel was significantly damaged during the March 28, 1998 tornado event. The roof was partially removed during the storm and nearly every window on the structure was broken and structurally damaged.

To finance the 1999 repairs, the ownership group at the time applied for funding from the Historic Preservation Disaster Relief program administered by the Minnesota Historical Society. The owners also took advantage of the federal tax credits available for the repair and renovation of properties listed on the National Register of Historic Places.

Given the various sources of federal funding, the 1999 repairs were specifically approved by the State Historic Preservation Office and the replacement windows, roof and brick were determined to be appropriate to constitute a faithful repair of the historic structure.

At this time, after twenty plus years, there are certain window units on the Nicollet Hotel property that are in need of replacement. The current windows have deteriorated to the extent that the individual window units do not meet the standards of the Department of Housing and Urban Development as to weatherization. As such, the tenants cannot utilize federal funding to supplement the payments of their rent.

There are seven windows planned for replacement at this time. Three windows on the Park Row façade, three windows on the north façade and a single window unit on the western wall facing the north-south alley within block.

Given that the windows are purported to be identical to the windows approved in 1999, I would recommend that the HPC provide their approval of the project.

The only design concern that I have is that the window panes match the windows to be replaced. For instance, on the Park Row façade, the windows have a 4 over 4 pane design while the windows on the north façade have a 6 over 6 design.
Summary

Parcel ID: 19412.3672
Property Address: 122 S MINNESOTA AVE (Primary Address)
122 S MINNESOTA
ST PETER, MN 56082

Sec/Twp/Rng: Block 177 Lot 4
Brief Tax Description: 19412 SubdivisionCd 19412 SubdivisionName AMENDED PLAT
(Note: Not to be used on legal documents)
Area: N/A
Use Code: 3A-Commercial/Industrial/Public Utility; 4A-Rental/Residential Non-Homestead 4 or More Unit
Tax Authority Group: 0508 ST PETER CITY

* The Use Code is the Assessor Office’s determination of the use of the property and is not the same as the property’s zoning.
* Please contact the zoning authority for information regarding zoning.

Owner

Primary Owner: Nicolle Hotel LLC
5774 Sunnybrook Cir
Minnetrista MN 55364

Alternate Taxpayer: Nicolle Hotel LLC
5774 Sunnybrook Cir
Minnetrista MN 55364

Fee Owner: Nicolle Hotel LLC
5774 Sunnybrook Cir
Minnetrista MN 55364

Land

Lot Dimensions: Regular Lot: 66.00 x 155.00
Lot Area: 0.24 Acres; 10,220 SF

Commercial Buildings

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Yard Extras

#1 - (1) Paving - Concrete 2,200 SF, Concrete Parking, Average Pricing, Built 2002
#2 - (1) Paving - Asphalt 1,000 SF, Asphalt Parking, Average Pricing, Built 2002

Permits

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Valuation - Assessment Year

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Tax Statements

2021 (PDF)
2020 (PDF)
2019 (PDF)
2018 (PDF)
2017 (PDF)
2016 (PDF)
2015 (PDF)
2014 (PDF)
2013 (PDF)
2012 (PDF)

Photos

Sketches


2/3
LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

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**MARVIN**

Cashmere Clad Exterior
Painted Interior Finish - White - Pine Interior
Ultimate Double Hung Insert G2
Inside Opening 33 1/2" X 78 1/2"
0° Degree Frame Bevel
Glass Add For All Sash/Panels

Top Sash
Cashmere Clad Sash Exterior
Painted Interior Finish - White - Pine Sash Interior
IG
Low E3 w/Argon
Black Perimeter and Spacer Bar
1 1/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3WH
Cashmere Clad Ext - Painted Interior Finish - White - Pine Int
Ogee Interior Glazing Profile

Bottom Sash
Cashmere Clad Sash Exterior
Painted Interior Finish - White - Pine Sash Interior
IG
Low E3 w/Argon
Black Perimeter and Spacer Bar
1 1/8" SDL - With Spacer Bar - Black
Rectangular - Special Cut 3WH
Cashmere Clad Ext - Painted Interior Finish - White - Pine Int
Ogee Interior Glazing Profile

White Interior Weather Strip Package
Beige Exterior Weather Strip Package
White Sash Lock
White Top Sash Strike Plate Assembly Color
1 Per Unit White Sash Lift
White Window Opening Control Device
Aluminum Screen
Cashmere Surround
Bright View Mesh
Screen/Combo Ship Loose
3 1/4" Jambs

**Note:** Unit Availability and Price Is Subject to Change

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**MARVIN**

Cashmere Clad Exterior
Painted Interior Finish - White - Pine Interior
Ultimate Double Hung Insert G2
Inside Opening 34" X 94"
0° Degree Frame Bevel
Glass Add For All Sash/Panels

Top Sash
Cashmere Clad Sash Exterior
Painted Interior Finish - White - Pine Sash Interior
IG
Low E3 w/Argon
Black Perimeter and Spacer Bar

**Note:** Unit Availability and Price Is Subject to Change

OMS Ver. 0003.11.00 (Current)

Processed on: 12/1/2021 9:54:25 AM
**BISHOP-NICOLETTE HOUSE**  
**New Project 1**  
**Quote Number: A8JNUS1**

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### Cashmere Clad Exterior
- **Painted Interior Finish - White - Pine Interior**

#### Ultimate Double Hung Insert G2
- **Inside Opening 34" X 94 1/2"**
- **0" Degree Frame Bevel**
- **Glass Add For All Sash/Panels**

|------|-------------------------------|------------------------------------------------------|----|----------------|-------------------------------|--------------------------------------|---------------------------------|---------------------------------------------------------------|---------------------------------|-------------|-----------------|-----|

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**As Viewed From The Exterior**

**Entered As: IO**  
FS 33 5/8" X 93 3/4"  
IO 34" X 94 1/2"

**Egress Information**
- **Width: 29 15/16"**  
- **Height: 42 1/16"**  
- **Net Clear Opening: 8.75 SqFt**

**Sash Limiters and Window Opening Control Devices, when engaged, may reduce the egress opening dimensions of windows.**

---

**As Viewed From The Exterior**

**Entered As: IO**  
FS 33 5/8" X 94 1/4"  
IO 34" X 94 1/2"

**Egress Information**
- **Width: 29 15/16"**  
- **Height: 42 1/16"**  
- **Net Clear Opening: 8.75 SqFt**

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**OMS Ver. 0003.11.00 (Current)**  
**Processed on: 12/1/2021 9:54:25 AM**  
**Page 3 of 6**
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<td>Ultimate Double Hung Insert G2</td>
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<td></td>
<td>0° Degree Frame Bevel</td>
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<td>Cashmere Clad Sash Exterior Painted Interior Finish - White - Pine Sash Interior</td>
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<td>IG Low E3 w/Argon Black Perimeter and Spacer Bar</td>
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<td>White Interior Weather Strip Package Beige Exterior Weather Strip Package White Sash Lock White Top Sash Strike Plate Assembly Color 1 Per Unit White Sash Lift White Window Opening Control Device Aluminum Screen Cashmere Surround Bright View Mesh ***Screen/Combo Ship Loose</td>
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<td>3 1/4&quot; Jamsbs ***Note: Unit Availability and Price is Subject to Change</td>
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</tbody>
</table>

**As Viewed From The Exterior**

Entered As: IO
FS 32 5/8" X 77"
IO 33" X 77 1/4"
Egress Information Width: 28 15/16" Height: 33 7/16" Net Clear Opening: 6.72 SqFt Sash Limiters and Window Opening Control Devices, when engaged, may reduce the egress opening dimensions of windows.

### Line #5

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<th>Qty: 1</th>
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<tr>
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<td>Cashmere Clad Exterior Painted Interior Finish - White - Pine Interior</td>
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<td>Ultimate Double Hung Insert G2</td>
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<td>Inside Opening 31 3/4&quot; X 73 1/2&quot;</td>
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<td>0° Degree Frame Bevel</td>
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<td>Glass Add For All Sash/Panels</td>
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<td>Rectangular - Special Cut 3W2H</td>
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<td>Cashmere Clad Ext - Painted Interior Finish - White - Pine Int</td>
</tr>
</tbody>
</table>

**OMS Ver. 0003.11.00 (Current)**

Processed on: 12/1/2021 9:54:25 AM
As Viewed From The Exterior

Entered As: IO
FS 31 3/8" X 73 1/4"
IO 31 3/4" X 73 1/2"
Egress Information
Width: 27 11/16"  Height: 31 9/16"
Net Clear Opening: 6.07 SqFt
Sash Limiters and Window Opening Control Devices, when engaged, may reduce the egress opening dimensions of windows.

Ogee Interior Glazing Profile
Bottom Sash
Cashmere Clad Sash Exterior
Painted Interior Finish - White - Pine Sash Interior
IG
  Low E3 w/Argon
  Black Perimeter and Spacer Bar
  1 1/8" SDL - With Spacer Bar - Black
  Rectangular - Special Cut 3W2H
  Cashmere Clad Ext - Painted Interior Finish - White - Pine Int
Ogee Interior Glazing Profile
White Interior Weather Strip Package
Beige Exterior Weather Strip Package
White Sash Lock
White Top Sash Strike Plate Assembly Color
1 Per Unit White Sash Lift
White Window Opening Control Device
Aluminum Screen
Cashmere Surround
Bright View Mesh
***Screen/Combi Ship Loose
3 1/4" Jambs
***Note: Unit Availability and Price is Subject to Change

Project Subtotal Net Price: USD
0.000% Sales Tax: USD
Project Total Net Price: USD
Memorandum

To: HPC Members

From: Russ Wille, Community Development Director

RE: New Construction (Marc Bachman) 213 West Nassau Street

Marc and Wendy Bachman have approached the City Council regarding the opportunity to purchase the vacant property at 213 West Nassau Street (see map). The property is owned by the City of Saint Peter.

The property is located within the Heritage Preservation District as designated by the City Council in 1988.

Prior to the development of a purchase agreement, it would be necessary for the HPC to undertake the new construction design review process that was utilized for the construction upon Municipal Parking Lot #5.

Please take a moment to review the materials in the agenda packet. It would be proposed that the HPC's review would include, but not necessarily restricted to the following:

- Scale
- Height
- Color
- Orientation
- Materials
- Roof Line
- Setback
- Landscaping
- Proportions
- Rhythm
- Ornamentation

At this meeting, in the absence of any renderings or elevation drawings, the HPC will be asked to undertake a visualization process and verbalize their thoughts regarding what would constitute an appropriate in-fill construction project.
HPC PURVIEW

In the case of a proposed new building, that such building will not in itself, or by reason of its location on the site, materially impair the architectural or historic value of buildings on adjacent sites or in the immediate vicinity within the Heritage Preservation Property.

In each case, the Commission shall make findings that the appropriate guidelines and rules have been followed. The supplementary guidelines shall be advisory but not binding.

- Heritage Preservation Ordinance
  City of Saint Peter

All new retail or commercial structures in the CBD shall be subject to the design review process of the Heritage Preservation Commission.

Signs, accessory buildings, residential structures and interior remodeling shall not be subject to the design review process if the property is outside of the Heritage Preservation District.

- Zoning Ordinance
  City of Saint Peter

INFILL CONSTRUCTION

The construction of new buildings on vacant lots in downtown should be encouraged. The design of a new infill building, particularly its front façade, is a special problem. The new façade should be designed to look appropriate and compatible in the midst of the surrounding buildings.

What is good infill design? There is no absolute answer; a good design will vary according to its setting. Because an infill building is new, it should look new. However, its appearance must always be sensitive to the character of its neighbors without mimicking them.

- Main Street – Keeping Up Appearances
  National Trust for Historic Preservation

The proposed new construction does not have to replicate the existing style of the surrounding architecture, but it should be compatible. The proposed project should be evaluated for its compatibility with the surrounding historic district based on a number of criteria. These include:

- Site Placement
- Architectural characteristics
- Materials
- Height & Massing
- Development Patterns
- Proportion & Style

-Regulating New Construction in Historic Districts
  National Trust for Historic Preservation

- Mom & Pops
- Sticks in Stones
- Courthouse & Human Services
- Municipal Parking Lot $5
The design of a new building is critical to preserving the character of a historic district. The new building should contribute to that character by respecting the location, design, materials and other character-defining elements of the historic buildings as well as respecting the character of the landscape and other important features of the street and district. A new building should be compatible with the existing environment without exactly duplicating existing buildings.

The key to the design of a new building that enhances the existing environment is its compatibility with neighboring buildings. Compatibility is achieved through careful attention to the following design principles of building:

- Setback
- Proportion
- Height
- Roof Shape
- Orientation
- Rhythm
- Materials
- Details / Ornamentation
- Scale
- Massing
- Color
- Landscape Features

Compatibility is based on a thorough understanding of the design principles of existing buildings, as well as those used to design landscape features and secondary buildings on site. Compatibility should also involve analysis of how these design principles are used in the neighborhood and how they can be interpreted using today’s materials and construction techniques.

Compatibility does not mean exactly duplicating the existing buildings or environment. A new building should be seen as a product of its own time. To reproduce a historic building, or try copying exactly a style from the past, creates a false sense of history. By relating to the existing buildings and the environment but being of its own time, a new building shows a district’s evolution just as the existing buildings show its past.

New Construction in Historic Districts
District of Columbia – Preservation Alliance

Architectural Style. The design of your new building should be distinguishable in its own time period. Do not try to duplicate the historic architectural styles of nearby buildings or today’s historic inappropriates. Think of your building design as a contemporary interpretation of traditional buildings. Someone who quickly glances at your streetscape should not be jarred by the look of your building. However, a close look at your initial design should reveal differences in the detailing. In other words, your design should not accentuate your new building over any others, but it should enhance the overall appearance of the streetscape.

Mass and Scale. Your initial design should be consistent in mass and scale in the buildings to which it is visually connected. If your lot allows your building to be larger than adjacent ones, visually divide your building’s facade into smaller bays or vertical sections to match nearby pattern. Floor-to-floor heights should be similar to those in nearby traditional buildings, especially first floor windows. Your building’s height should not be more than one story different from the height of other buildings on the block.

Appropriate New Construction in Historic Districts
Wisconsin Historical Society

Designing a new building to fit within the historic character of the Old Town Historic District requires careful thought. Preservation in a historic district context does not mean that the area must