



CITY HALL

207 Lafayette Street
P.O. Box 378
Winona, MN 55987-0378
FAX: 507/457-8212

September 7, 2016

Heritage Preservation Commissioners
Winona, Minnesota 55987

Dear Commissioner:

The next meeting of the Heritage Preservation Commission will be held on **Wednesday, September 14, 2016 at 4:00 P.M. in the Heritage Room** of the Winona City Hall. Due to the short week and my attendance at the SHPO conference, I will forward August minutes on Monday, September 12th.

1. **Call to Order**
2. **Approval of Minutes – August 10**
3. **Report from the SHPO Conference**
Myron will be attending the conference on Thursday, September 8th and Merle Hanson will be attending on Friday, September 9th. They will provide a brief report on the conference.
4. **MN Historical Society – MnDOT Winona Bridge Letter (Attachment SHPO Letter)**
Attached please find a copy of the letter submitted to MnDOT by the MN Historical Society. Would the Commission concur with the Historical Society's findings?
5. **Downtown Historic District Update**
As we look at updates and possible consolidation of the two downtown historic districts, we ask the Commission to consider other properties that may be considered into a newly formed district.
6. **Windom Park**
Submitted for consideration, staff will provide update.

7. **Islamic Center COA**

Update on meeting with Islamic Center and representatives from the Minnesota Historical Society.

8. **Opportunity Winona**

9. **Shumski's Flooring COA**

Attachment – Winona Downtown Design Guidelines

I have asked Rita Manon to be present at the meeting so we might go over the proposed improvements to the building. I would encourage Commissioners to take a few minutes to walk by the building.

- Signage
- Upper glass
- Street level glass

10. **Ongoing Business**

A. Committee Reports

-Web Development: **Windom Park Story Maps**

In her research, Hannah produced two versions of the Windom Park Story Map. We ask Commissioners input on which version they might want included on the web site.

-Downtown Outreach

-Communications and Display

B. City Code Update Dates

-October 7th: Chamber Eggs and Issues: Carlos will present a draft of the proposed changes to the regulations (if interested, contact Winona Chamber)

-November (Date to be determined): Public Input sessions to begin. HPC will receive invites.

11. **Other Business**

12. **Adjournment**

Sincerely,



Myron White
Development Coordinator

MINNESOTA HISTORIC PRESERVATION OFFICE

August 30, 2016

Ms. Kristen Zschomler
Cultural Resources Unit
MN Dept. of Transportation
Transportation Building, MS 620
395 John Ireland Boulevard
St. Paul, MN 55155-1899

RE: S.P. 8503-46; Winona Bridge Project
Winona, Winona County
SHPO Number: 2009-3391PA

Dear Ms. Zschomler:

Thank you for continuing consultation on the above project. Information received in our office on 25 July 2016 has been reviewed pursuant to the responsibilities given the State Historic Preservation Officer by the National Historic Preservation Act of 1966, the Procedures of the Advisory Council on Historic Preservation (36CFR800), and per the stipulations contained in the 2014 Programmatic Agreement (PA) executed for this project.

We last wrote to your agency on January 28, 2016 when, pursuant to Stipulation II (C) of the PA, our office completed review of the final 90% design plans for the proposed rehabilitation of historic Bridge 5900. At that time, we provided concurrence with your agency's determination that the proposed undertaking had been designed in accordance with the Secretary of the Interior's Standards for Rehabilitation (Standards) and would not adversely affect the historic property.

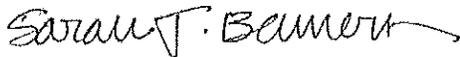
Your recent letter of July 25, 2016, provides our office with new information regarding your agency's consideration and evaluation of alternatives to the previously-reviewed design (Alternative 1) for the rehabilitation of Bridge 5900. We have completed our review of the information and documentation presented with this letter regarding the Alternative 2 option for the rehabilitation of Bridge 5900. The documentation included preliminary sketch and photographic renderings, as well as a consultant's evaluation of National Register eligibility and assessment of potential adverse effects for Alternative 2. It is our understanding that the primary change in scope from Alternative 1 to Alternative 2 is the proposal to design the rebuild of the Bridge 5900 approach Spans 3-15 in a contemporary (not in-kind) style which would be both compatible and differentiated from the historic character-defining features in order to meet the Standards. Our comments and recommendations are provided below:

- We continue to believe that the integrity of the historic property's setting - as well as its feeling and association as the historic, primary interstate river crossing - has been somewhat compromised by the construction of the new adjacent bridge structure but that these adverse effects have been minimized through your agency's commitment for appropriate rehabilitation, as well as continued use and maintenance, of Bridge 5900.
- While we generally agree with your agency's identification, prioritization for preservation, and incorporation for appropriate rehabilitation of character-defining features for Bridge 5900, we continue to stress the importance of taking into account the fact that although a feature may not be specifically labeled as "character-defining" all historic features and extant historic fabric contribute to the significance of the historic property as a whole and therefore must be considered when applying the Standards to a rehabilitation project. Although the Bridge 5900 approach Spans 3-15 have somewhat compromised integrity from alterations completed outside the Period of Significance, we cannot ignore the fact that this lengthy, elevated, multi-span approach to the historic, major river crossing structure is significant and it certainly does contribute to the overall character of the historic property.

- Because your agency has only provided a basic written description and very preliminary sketches/renderings for the proposed replacement of Spans 3-15 under Alternative 2, we are unable at this time to provide full concurrence with your agency's finding that the alternative is in conformance with the Standards and will have no adverse effect on the historic property. Based upon our review of this preliminary information, we generally agree that it is possible to design this alternative – generally longer spans and fewer piers than a historic in-kind replacement – in accordance with the Standards and therefore not adversely affect the historic property.
- Due to the fact that Span 15 - a riveted, steel, plate-girder span intentionally designed to cross a railroad corridor - was identified as a "notable feature" and retains a relatively high-level of historic integrity, we recommend that your agency consider elimination of this span from the proposed Alternative 2 in an effort to preserve this feature and its historic fabric, if possible.
- In order to effectively design an appropriate contemporary version of the approach spans, it will be critical for your agency to incorporate slightly differentiated new features while at the same time design the approach spans to be compatible with the massing, size, scale, and historic features of Bridge 5900. Careful attention will also need to be made to a seamless integration of the new approach spans at the connection to Span 16 (or Span 15 if eliminated from Alternative 2) where the in-kind rehabilitation of the bridge's historic deck truss and through truss spans commences.
- We appreciate the fact that your agency's consultant has completed a thorough review and analysis of the potential for continued NRHP-eligibility of Bridge 5900 if Alternative 2 is designed and implemented according to Standards. We generally agree with the recommendations provided and understand that retaining sufficient integrity for eventual listing of Bridge 5900 in the NRHP is critical to your agency's consideration of Alternative 2, and of utmost importance to the local community in Winona.
- If your agency decides to pursue full design development per the Standards for Alternative 2 in an effort to avoid and/or minimize adverse effects to the historic property per Stipulation II of the PA, then we expect that the requirement for providing our office with the opportunity to review and comment on plans and specifications at the 30%, 60%, and 90% design stages as set forth under this stipulation will also be met by your agency.

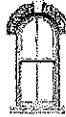
We appreciate your agency's considerable effort and commitment to an appropriate rehabilitation and preservation of historic Bridge 5900 and we look forward to continuing consultation with your agency and other signatories to the PA if Alternative 2 is pursued in lieu of Alternative 1. Please feel free to contact me at (651) 259-3456 or sarah.beimers@mnhs.org with any questions or concerns regarding our comment letter.

Sincerely,



Sarah J. Beimers
Manager, Government Programs and Compliance

cc: Phil Forst, Federal Highway Administration
Mark Peterson, Mayor, City of Winona



DESIGN GUIDELINES

These design guidelines serve as a guide for various improvement projects. They are intended to suggest ways in which property/business owners can take advantage of downtown Winona's unique charm and history.

Each individual building facade plays an important role in the makeup of the downtown district.

Storefronts, window displays, signs, color, canopies, and architectural details all play an integral part in the successful design of individual buildings. Rehabilitating your building can be mind-boggling:

- What materials should I use?
- What colors are best?
- Is an awning appropriate?
- What kind of sign would look best?

Property owners or tenants who wish to improve their buildings should begin by assessing the current visual condition of the entire facade.

- How could storefront improvements relate to the entire visual impact of the building?

- How does the building relate to neighboring buildings?
- How does a storefront improvement relate to the historic upper portion of the building?
- What changes are needed to improve the appearance and integrity of the upper portion of the building?

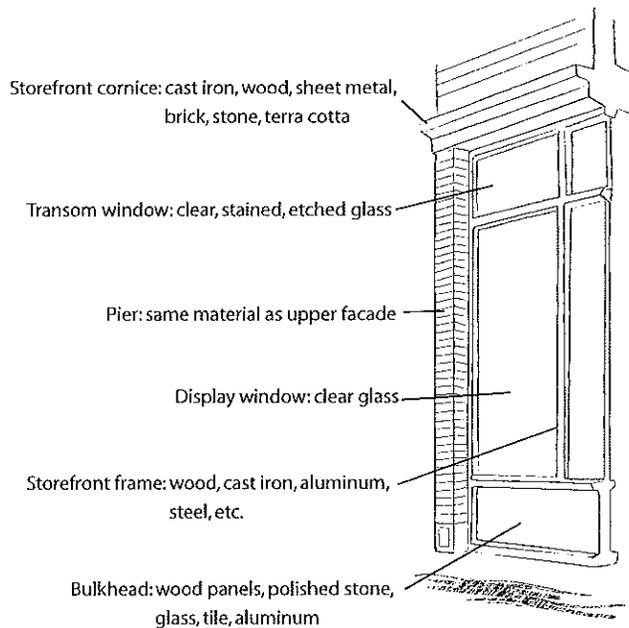
STOREFRONTS

The traditional Winona building facade has a well-defined opening that the original storefront filled. The opening is bounded on each side by piers which were usually constructed of masonry. It is bounded on the top by the storefront cornice which is the structural member supporting the upper facade, and bounded below by the sidewalk.

The storefront is composed almost entirely of windows. The large glazed opening of the storefront serves to display goods the business has to sell as well as to allow natural light deep into the store thus minimizing the need for artificial light sources.

This building shows the classic elements of a downtown commercial structure. A. H. Wing Chinese Laundry, Winona, ca. 1881. MHS





The visual openness of the storefront is also important because it is part of the overall proportion system of the facade. The proportion of window to wall areas in the traditional facade calls for more glass and less wall at the storefront level, balanced by more wall and less glass on the upper facade. When these buildings were built, their owners recognized the importance of maintaining these proportions so that the downtown would maintain a consistent theme, thus making it an attractive place for its customers to do business.

In Winona, as in many towns during the 1950s through the 1970s, older commercial buildings in the historic downtown underwent a series of renovations in an attempt to update and “modernize” their appearance. The result was the alteration of many original storefront through the installation of new materials over the original, or occasionally, entirely new storefronts. Fortunately, several examples have survived, or have been repaired to reflect their original arrangement of large display windows over a bulkhead, recessed entrances, and large transom windows.

- Original storefronts and their components should be repaired or

restored rather than replaced, when possible.

- Physical and photographic documentation should be consulted for the restoration of altered features, or the recreation of missing storefronts.
- Elements that are missing, or deteriorated beyond repair, should be replaced with new materials that reflect the size, style, and detail of the original. Substitute materials are acceptable.
- Storefront alterations in the 1920s can have historical value in their own right, and are often as rare as their 19th century counterparts due to 20th century renovations. Consult with the HPC to determine the significance of these features.

DISPLAY WINDOWS AND BULKHEADS

Display windows and bulkheads are often the first and primary point of visual contact for most viewers. The large, undivided expanses of plate glass were considered to be innovative marketing devices for the display of goods, and also a practical means of lighting the building interiors. Bulkheads, window frames, and structural supports were given a decorative

treatment that reflected the overall style of the building.

- Original windows and bulkheads should be retained and repaired whenever possible.
- Missing or damaged materials should be replaced with new that match the original in size, style, and detailing. Substitute materials are acceptable.
- Missing elements should be recreated using photographic or physical evidence. Where no evidence exists, it is recommended that windows be repaired as large, uninterrupted expanses of glass with slender supports and frames, similar to the examples depicted here.
- Bulkheads should be retained and repaired whenever possible using traditional materials such as wood, brick, or stone. Metal and glass block are not recommended.
- Prism glass or other decorative transom glazing should be retained and repaired whenever possible.

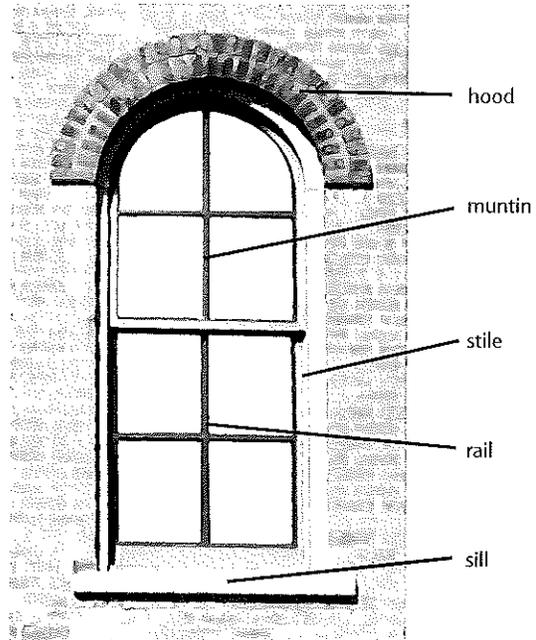
ENTRANCES

Like the rest of the storefront, original entrance doors were large and narrow, with large single lights (glass) in the upper half.

- Original doors, frames, and transoms should be retained and repaired whenever possible.
- Original decorative paving at entrances should be retained and preserved whenever possible.
- Prism glass or other decorative transom glazing should be retained and repaired whenever possible.
- Missing elements should be recreated using photographic or physical evidence. Where no evidence exists, it is recommended that entrances be repaired with simple glazed paneled doors in slender frames with large transoms, similar to the examples depicted here.
- Missing or damaged materials should be replaced with new that match the original in size, style, and detailing. Wood is the recommended material, but anodized aluminum is an acceptable alternative.

WINDOWS

The importance of window forms to the appearance of a façade cannot be overstated. A variety of windows sizes, shapes and details are visible in the building of Winona, and they frequently are characteristic of particular architectural styles and types. Historically the windows seen in the



historic districts are constructed of wood frames and sashes containing divided lights. These will require periodic maintenance and repair to keep them in good working order, and it is strongly recommended that original windows be retained and repaired if at all possible.

- In a majority of cases, it is possible to repair existing windows. Property owners are strongly encouraged to repair original windows, rather than replacing them with new windows.
- Original windows with steel or aluminum frames should be repaired if possible, or replaced with

Replacement windows should fit the shape of the original opening. If feasible, air-conditioning units should be removed.



new units that match the original as closely as possible in size, style, and materials.

- Carved stone or decorative brick hoods, lintels, and sills are a prominent feature in many buildings. These should be retained and repaired whenever possible.
- If the windows cannot be repaired, new windows should match the original in their size, style, materials, and number of lights (panes).
- New windows must match the original in size. The window opening should not be widened, filled, or altered in any way to accommodate an improperly sized unit
- It is strongly recommended that any replacement window match the original in its shape, for example a arched top should be replaced with an arched top, not a flat topped unit with an infill panel placed above.
- True divided lights are preferable to snap-on or false muntins applied to the surface of the glass.
- Aluminum windows may be acceptable for replacement of the original windows, but they should be used as a last resort after discussion with the HPC. An attempt should be made to match the original window in size,

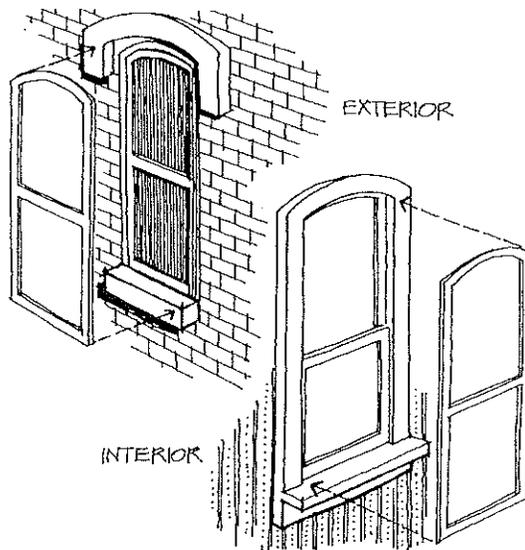
style, sash profile, and number of lights (panes). Vinyl replacement windows are not recommended.

- New window openings should not be added into a primary façade, or any façade that is readily visible from the street.

STORM WINDOWS AND DOORS

Improving the thermal performance of historic wood windows and doors is often desired by owners of historic buildings. The specific solution to each thermal upgrade problem depends on numerous factors, and no single approach is applicable to all conditions. Traditionally, storm windows were constructed of wood and glass. Many building owners had two sets of removable panels: wood-and-glass storm windows for the winter season, and wood-and-screen panels for the summer season. Cleaning and changing the screen and storm panels were spring and fall rituals. Few buildings retain their wood screens and storm windows, and fewer still are changed seasonally. Many residences are now equipped with triple-track storm windows that allow for a complete layer of glass over the entire original window or an insect-screen panel over half of the window.

Storm windows can help conserve energy, but often look wrong on an older facade. Interior storm windows are an option. Always make sure that storm windows match the existing shape.



- Mill-finish aluminum is not an appropriate storm-window finish. The storm panels should be glazed with clear glass. The horizontal rails of the storm window should align with the meeting rails of the original window. Storm windows should be sized exactly to the historic wood window.

- Interior storm windows, usually fabricated with a narrow white aluminum frame and clear plastic (acrylic) glazing and mounted on magnetic strips, are suitable for applications where the building is fully air conditioned and windows are not opened for ventilation. Interior storm windows are especially desirable for buildings with multi-pane sashes, because the pattern of broken light on multi-pane sashes is an important visual feature that is lost when covered with one-over-one triple-track storm windows.

- Concealing the original front door by a storm door or screen door is not recommended. On secondary facades, however, storm and screen doors are appropriate. Storm or screen doors should be as simple as possible, with a plain glass or screen insert. Scalloped edges and cross-

buck patterns on aluminum storm doors are not appropriate.

SHUTTERS

Historic shutters (solid panels) and blinds (louvered panels) should be preserved. Historically, shutters and blinds were employed to provide night security and shading from the sun. Paneled shutters were used on the ground floor and louvered blinds were used on upper floors.

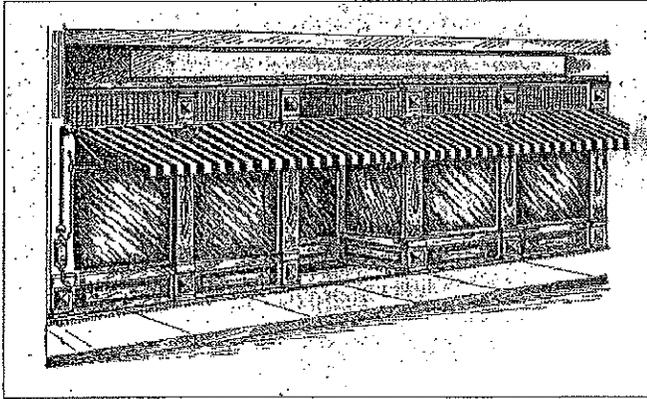
- Where historic exterior shutters and blinds survive, they should be carefully preserved and repaired.

If no shutters or blinds are present but there is evidence that they once existed (as evidenced in either historic photographs or surviving pintle hinges), their replacement as part of any proposed rehabilitation project is encouraged. If no vestige of shutters or blinds exists, they should not be added to a building.

- Replacement shutters and blinds should be painted wood, properly sized, and appear operable. Plastic and metal shutters are not recommended.

- Shutters should measure one half the width of the historic sash, and match the height of the opening.

- Shutters and blinds should be mounted on hinges or pintles and



Awnings played an important role in downtown Winona, providing shoppers with shelter from sun and weather. This is taken from the 1914 catalogue of the St. Paul Tent & Awning Company.

held open with shutter turns or shutter dogs.

- Mounting shutters or blinds directly onto any historic wall material is not appropriate.

AWNINGS

Awnings were applied to windows and doors prior to the 1940s as a means of providing shade and cooling for interiors. Awnings typically are seen on commercial storefronts in the downtown historic districts, and are considered appropriate for storefronts.

- Awnings should not be installed unless there is historical, photographic, or physical evidence of their existence
- Awnings should not be installed where they will interfere with or cover details such as carved window hoods moldings or trim
- Installation should not damage surrounding materials
- Awnings should be sized to fit the size and shape of the opening.
- Awnings should be constructed of canvas or a similar woven material.
- Awning color should compliment the colors of the building
- Advertisement of names or signage on awnings is appropriate for commercial uses.

- Aluminum or metal awnings are not historically appropriate and are not recommended. They should be removed if previously installed.

- Awning signs may consist of eight inch letters, and are often an integral part of the awning pattern and style.

LIGHTING

Lighting for commercial storefronts can have a dramatic impact on the appearance of a building at night, and can create a more interesting and inviting environment that encourages commercial and social activities after business hours. Care should be taken in the installation of lighting, so as not to overwhelm the façade. New lighting should be subtle and well-placed to illuminate entries and signage, and to provide a welcoming and safe atmosphere for patrons.

- Original lighting fixtures should be retained and repaired whenever possible.
- New lighting fixtures should have simple designs that do not draw attention away from the façade, or should draw on period lighting style to compliment the detailing of the façade.



Proper signage can take different forms, including hanging signs, parallel to the street, traditional signboards placed between the storefront and the second floor, or window signs. Note that all three buildings retain the traditional storefront arrangement with street-level windows, and transoms.

- Lighting fixtures that are used for uplighting or signage lighting should be concealed as much as possible.

SIGNAGE

Signs are important to the store owner for reasons of advertising, identity, and image. As they are an extremely visible element of the storefront, signs must be used carefully so as not to detract from facades. With a little forethought and careful planning, signage can embrace other store owners needs and Winona's image.

Storefronts should be limited to two signs—one primary and one secondary. The primary sign should be located above storefront display windows but below the sills of second floor windows. On many examples of turn-of-the-century buildings a continuous brick ledge or corbelling is used to separate the second floor and above from the storefront below. This space is ideal for sign placement, as it was often created for this purpose. In some instances, newer buildings contain areas above the highest windows for signage. This location is acceptable but should be avoided if possible.

Signage for commercial storefronts should be compatible with the scale,

style, and period of the building. Some signage pre-dating the 1950s is now considered historic in its own right, such as painted walls and neon. These should be retained and repaired whenever possible to recognize change over time.

- Historic signage should be preserved whenever possible.
 - All signage should be in accordance with the City of Winona ordinance regulating signage.
 - New signage should be composed of traditional materials, such as wood, copper, or bronze. Plastic or plywood signs are not recommended.
 - New signage should be installed in such a way as to prevent any damage to the building by anchoring into mortar joints, not masonry.
 - New signage should be located at traditional sign locations, such as beltcourses, projecting from the face of the building, or hanging in windows.
 - Signage painted on display windows or doors and window glazing is encouraged.
 - Signage incorporating or resembling business logos and symbols are recommended.
- Lighting of signs is encouraged, but internally lit signs are not recommended.
 - The sign must be subordinate to the building, not the opposite. Actual size may vary, but signboards, if used, need not exceed two and a half feet high. This size is appropriate for distances the sign will be read from in a downtown setting. Letters should not be less than eight inches nor more than eighteen inches high.
 - Letter styles are numerous and vary tremendously. Find a style representing the desired image. Choose a color that compliments the building as well as contrasts with the background of the signboard.
 - Messages should be kept simple in content. The major function of the sign is to introduce the storefront and its contents. Wording should be minimal and slogans avoided. Descriptive words should be used rather than providing listings of items to be sold. Simple wording is easily read by pedestrians and street traffic without becoming distracting.
 - If a projected sign is planned, placement will be critical to avoid interferences with adjacent signs and architecture of the storefront

itself. These signs should be located to the bottoms and are no less than eight feet above the sidewalk. Window signs should consist of a material and color that contrasts with the display, while being small enough to not interfere with the display area.

CORNICES

Cornices function as a decorative cap for the building façade, and is a characteristic feature of mid-nineteenth century commercial architecture in Winona. The cornice often has unusual decorative elements that are characteristic of the building's style. Frequently cornices were fabricated of pressed sheet metal to create the crisp details, but bronze, cut limestone, and terra cotta are also present in the downtown historic districts.

Often a series of commercial facades used the alignment of key elements—windows, string courses, and cornices—to create the effect of a "street wall" or single unified façade lining the street. As a result, the removal or alteration of a cornice will have a negative impact on the building itself, but also those adjacent to it.

- Every effort should be made to retained and preserve cornices in their original forms.



Cornices add a dramatic touch to the building facade. Although each building's cornice might be different, they also contribute to the visual unity of downtown buildings by creating repeating elements. During work on the Slade Block in 1994, the cornices were cleaned and restored.

- Damaged cornices should be repaired to match the original in size, style, and details. Substitute materials are acceptable.
- Deteriorated cornices should be repaired, not concealed behind new materials.
- Missing cornices should be recreated only if photographic or physical evidence is available to guide the recreation.

ARCHITECTURAL FEATURES

Architectural details can include elements from every category covered in these guidelines, but traditionally they refer to "added" details that help define a building's style and date

of construction. Original features should be retained and repaired whenever possible.

- Original details should not be removed, unless they are so deteriorated as to pose a threat to public safety.
- Whenever possible details should be repaired rather than removed or replaced.
- Details that are missing or deteriorated beyond repair should be replaced with new details matching the original in size, style, detailing, and materials.
- Details should not be hidden or covered by aluminum, vinyl or other synthetic materials.
- New details should not be added unless there is clear photographic, physical, or historic evidence documenting their appearance and location for restoration.

COLOR

The color scheme chosen for the facade should be sensitive to the time period the building was built. To determine the color scheme to be used, consult a professional or go to the local paint store and ask to see color cards for historic paint colors and their combinations.

- If you have a masonry facade that is already painted and the paint seems to be holding, paint it again. If masonry is to be painted, the colors used should be within the natural color range of the material to be painted. However, exposed masonry may not be painted.
- Colors should accentuate the architectural details of the building.

NEW OPENINGS IN EXISTING WALLS

Creating new openings in a principal facade is generally not appropriate. New openings in secondary facades are discouraged but may be acceptable.

- The conversion of an existing window to a door opening or a door to a window opening will be considered only on secondary facades, except when the modification of the element reconstructs its historic form.
- On secondary facades, allowed proposed new openings in walls should be compatible with the historic character of the building.