



## CITY OF FARIBAUT COMMERCIAL HISTORIC DISTRICT DESIGN GUIDELINES



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## INTRODUCTION<sup>1</sup>

Alexander Faribault, an early fur-trader and entrepreneur, founded the town site in 1852 to take advantage of its scenic qualities, abundant resources, and strategic location. In the 1860's, Faribault gained national recognition as an educational and religious center due in large measure to the efforts of Bishop Henry Whipple in developing a system of interrelated churches and schools. This, along with the establishment of the highly acclaimed State Academies for the Blind and Deaf, led Faribault to be known as "The Athens of the West." As the community flourished, a number of homes, churches, and public buildings were constructed with outstanding architectural design features. As a result, Faribault is fortunate to have more than 40 individual properties that are listed in the National Register of Historic Places.

European settlers were pleased to find that the Faribault area had rich supplies of limestone suitable for construction, located less than a mile from the new town. Faribault's first three quarries opened in the mid 1850s, supplying stone which was shaped by immigrant stone masons from Quebec, Ireland, and Germany. The masons used the versatile limestone to build their own vernacular homes and to create the formal architecture of area churches and stylish Gothic Revival cottages. Both the builders and the occupants of limestone buildings played significant roles in the town's past development and present appearance.

Faribault's Historic Commercial District, located along Central Avenue (formerly Main Street) between 2nd and 3rd Streets, provides visitors with a clear vision of the town in the 1880s. The downtown area features well-preserved Italianate storefronts of local brick and limestone with impressive architectural details. In an era when malls and highways were unknown, Faribault's downtown welcomed both commerce and celebration.

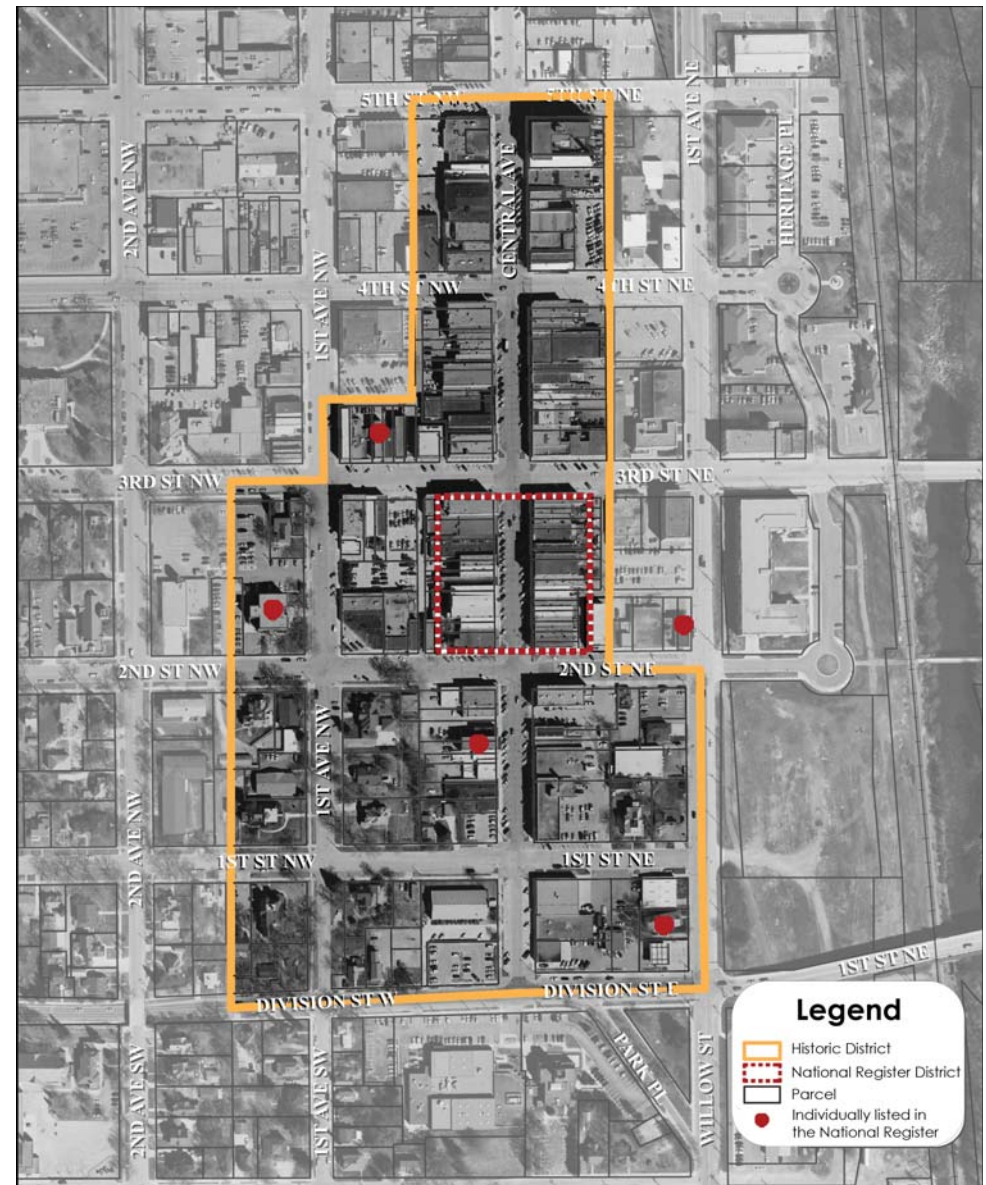
<sup>1</sup> From the City of Faribault website: [www.ci.faribault.mn.us](http://www.ci.faribault.mn.us)

Central Avenue, 1920, Minnesota Historical Society





## DOWNTOWN HISTORIC DISTRICTS MAP







### ROLE OF HERITAGE PRESERVATION COMMISSION

In 1981 the City of Faribault established the Heritage Preservation Commission (HPC) through declaration of City ordinance 81-12 (Ord. 95-19 - 7 members):

"The Commission advises City Council and staff on issues related to the preservation of the community's cultural, historical and architectural heritage. The Commission is actively involved in a variety of educational efforts which highlight Faribault's past."

The HPC is responsible for the protection, enhancement, and promotion of the community's historical, architectural and cultural resources. The Commission, with the assistance of the Community Development Department, conducts design reviews; offers technical support on public and private projects affecting historically and architecturally significant properties; participates in selected economic and housing development efforts; and assists in countless education and outreach projects.

#### MEETINGS

The HPC meets on the third Tuesday of every month at 6:30 PM. Meetings are held in the Community Development Conference Room, Third Floor, Faribault City Hall, 208 NW First Avenue, Faribault, MN 55021.

### DESIGN REVIEW APPLICATION PROCESS

Before a building permit may be issued, a Design Review Application must be reviewed and approved by the Heritage Preservation Commission. A Design Review Application may be obtained at the Community Development Office or from the Building Official, if a building is within the local or National Register Historic District. A building permit - and design review application - is required in the following situations:

- Any remodeling or repair that changes the exterior appearance of the building (windows, doors, signs, etc)
- Moving a building
- Complete or partial demolition of a building
- Construction of a new building or addition to an existing building

The following actions DO NOT require HPC review unless they are publicly funded:

- Reroofing
- Electrical work
- Interior work
- Sidewalks
- Awnings

Central Avenue, ca. 1900, Minnesota Historical Society





- Mechanical equipment (unless it effects façade or may have visual impact)
- Repointing (tuckpointing)
- Fencing not attached to the building
- Site improvements

The HPC meets monthly to review applications and approve or deny the issuance of permits to projects. The Building Official may not issue a building permit until receiving a report from the HPC.

If the application is not approved, the HPC's report will include recommendations for changes to be made before the Commission will reconsider the applicant's plan. Any negative decisions made by the HPC may be appealed by the applicant to the City Council for a final decision.

## The Design Review Application Process

1. Applicant contacts City of Faribault staff with project proposal.
2. Applicant fills out Design Review Application.
3. City of Faribault staff review application and determines completeness
4. Once application is complete, City of Faribault staff schedule application for full HPC review.
5. City of Faribault staff review design-related project criteria and prepare recommendation for HPC review.
6. HPC approves, approves with conditions, or denies project as proposed.
7. Appeals made to City Council

## DESIGN REVIEW APPLICATION: SAMPLE

### DESIGN REVIEW APPLICATION CITY OF FARIBAULT HERITAGE PRESERVATION COMMISSION

NAME OF APPLICANT \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

FAX NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

NAME OF PROPERTY OWNER \_\_\_\_\_

ADDRESS OF OWNER \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

FAX NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

**HISTORICAL BACKGROUND INFORMATION:** (This information is available from the Community Development Office, the library, and the Rice County Historical Society).

ADDRESS OF PROPERTY \_\_\_\_\_

NAME OF PROPERTY \_\_\_\_\_

HISTORIC NAME OF PROPERTY \_\_\_\_\_

ORIGINAL BUILDING USE \_\_\_\_\_

CONSTRUCTION DATE \_\_\_\_\_

ARCHITECTURAL STYLE \_\_\_\_\_

## PROJECT SUBMISSION CHECKLIST:

- \_\_\_\_\_ Current photograph of the exterior sides of the building or site where work will take place.
- \_\_\_\_\_ A scaled elevation drawing illustrating the proposed alterations.
- \_\_\_\_\_ A scaled site plan.
- \_\_\_\_\_ Description of the work proposed and how it will affect the historic architecture of the building.
- \_\_\_\_\_ Samples of proposed exterior building materials.





## DESIGN GUIDELINES FOR REHABILITATION

### I. GENERAL – ESTABLISHING THE AREA OF WORK

#### A. PRIMARY FAÇADE

1. Buildings in the Faribault Historic District were commercial in nature, were built with common or abutting walls and typically had a primary façade that faced the street. The design, material and fenestration were usually more elaborate on this primary façade since it was the most visible part of the building.
2. Buildings should have a designated primary façade. The main entrance to the building should be on the primary façade, oriented towards the street it serves. Corner buildings typically have a primary facade and secondary façade (in some instances, corner buildings have two primary facades).

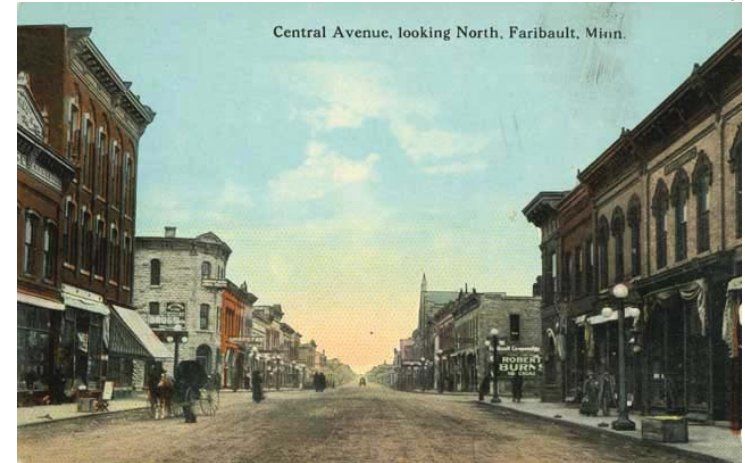
#### B. SECONDARY FAÇADES

1. In Faribault the buildings are built using common or abutting walls so secondary facades occur either where a two-to-three story building abuts a one-to-two story building or at a corner. These side walls are often visible and function as secondary façades within the downtown. Generally, a secondary facade will be considered as any facade not facing the street and not having the ornamentation and higher quality materials associated with primary/street facades.
2. Where visible from the public right-of-way, secondary facades should be treated in the same manner as primary façades. The material and design of the secondary façade may differ from the primary façade but should be respected and retained.
3. Where buildings are built on an alley, walk way or other public right-of-way, the installation of pedestrian oriented elements such as windows or entries should be considered to help activate the street level and articulate the facade.

#### C. TERTIARY OR REAR FACADES

1. Rear facades on buildings typically face an alley or the rear of another building. Changes to these areas will be reviewed on a case-by-case basis.
2. Entrances on the rear should clearly be secondary entrances and the design should avoid a false historicism. The entrances should be transparent, promoting visibility from inside and outside.

Central Avenue, 1914, Minnesota Historical Society



Central Avenue, looking North, Faribault, Minn.



## II. FAÇADE REHABILITATION

### A. MASONRY AND WALLS

Most of the buildings in Faribault are built with local brick or locally quarried limestone. Typically the higher fired and decorative brick was used on the primary façade and the lower cost brick was used on the secondary and rear facades.

#### 1. Original Material

- a. Original material such as brick, stone and mortar shall be retained.
- b. Historic masonry walls allowed for the transmittance of water and water vapor to properly function. Surface treatments such as "breathable" and non-breathable water proofing, sealants and consolidants shall be avoided as they will trap pollutants, debris and water within the masonry and accelerate deterioration.
- c. When repair or replacement of masonry or mortar is required, a similar material shall be used.
- d. New masonry added to the structure or site, such as new foundations or retaining walls, shall be compatible with the color, texture and bonding pattern of original or existing masonry.

#### 2. Cleaning

- a. Masonry shall be cleaned only when necessary to halt deterioration or to remove graffiti and stains, and always with the gentlest method possible such as low pressure water (100-300 psi) and soft-bristle brushes.
- b. Brick and stone surfaces should not be sandblasted. Other dry or wet grit or abrasive blasting should not be undertaken. These abrasive methods of cleaning erode the hard surface of the material and accelerate deterioration.
- c. There are mild detergents and chemical cleaners available that are compatible with certain types of masonry, however such aggressive cleaning products should only be a last resort and should be used by a qualified restoration professional. Chemical cleaning products which could have an adverse chemical reaction with the masonry material, such as acid on limestone or marble, should not be used.

#### 3. Repointing

Historically, one of the primary functions of mortar was to provide a drainage path for water that gets into a wall assembly. Typically older mortar was sand and lime mixed with water to create a blend with high porosity and permeability, or interconnected holes. The high porosity

Central Avenue, 1920, Minnesota Historical Society





and permeability of the mortar allowed water to pass through and better absorbed the stress of freeze thaw action. Newer mortar mixes contain a large amount of Portland cement, which increases work ability and in some cases strength, but decreases the porosity and permeability and therefore the ability of the mortar to allow water to drain out of the wall.

- a. When repointing, it is imperative to match the joint size, profile, color, ingredients porosity and permeability of the original mortar. Using an incompatible mortar for repointing may result in spalling brick, efflorescence, and accelerated deterioration.
- b. Repointing should be done on mortar joints where there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand on the joint.
- c. The use of pneumatic hammers, grinders and saws to remove mortar can seriously damage the adjacent brick. Enlist the services of a qualified restoration professional for this activity.

#### 4. Painting:

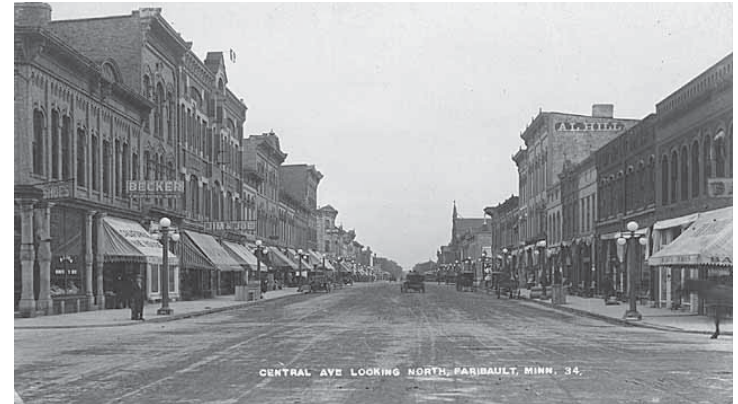
- a. The original appearance of masonry surfaces shall be retained, including early signage wherever possible. Some brick walls were painted originally for practical and aesthetic reasons.
- b. It is very difficult to remove paint from brick without damaging the protective surface of the brick. Paint should not be removed from a brick surface unless through testing it is determined that the process will not damage the brick itself.
- c. Unpainted masonry should not be painted or sealed. This will drastically change the function of the wall and result in accelerated deterioration.
- d. Murals will not be allowed within the historic district.

### B. WINDOWS AND DOORS

#### 1. Openings

- a. Existing window and door openings shall be retained. Original openings that have been covered or blocked in should be re-opened when feasible.
- b. New window and door openings should not be introduced into the primary elevation(s).
- c. Blocking down (reducing) or enlarging window or door openings to fit a stock window sash or new stock door sizes should not be done.
- d. Constructing new openings may be permissible on secondary facades if the opening follows the same proportions of adjacent windows.

Central Avenue, 1925, Minnesota Historical Society





### 2. Panes, Sashes and Hardware

Much of a building's defining character comes from the window design. Typically the upper story windows in Faribault are vertical in orientation, wood and double hung.

- a. Original windows, doors and hardware shall be retained where possible.
- b. The stylistic period or periods a building represents shall be respected. Replacement is acceptable if elements are no longer repairable and/or functioning properly. New windows for replacement or missing windows should match the original in material, size, general muntin and mullion proportion and configuration and reflective qualities of the glass. Different materials may be acceptable on a case-by-case basis. Replacement sash should not alter the setback relationship between window and wall.
- c. Heating and air conditioning units should not be installed in the window frames when the sash and frames may be damaged. Window installations should be considered only when all other viable heating and cooling systems would result in significant damage to historic materials. Window installations may be acceptable in minor facades.

### 3. Storm Windows

- a. Storm window and door design should be based on archival evidence such as photographs or existing elements. If no examples exist, design should be simple and in character with the overall design of the building. Materials should be wood; although some factory painted aluminum clad or extruded aluminum windows may be acceptable based on design, Mill or raw finished aluminum will not be acceptable.

### C. LINTELS, ARCHES, AND SILLS

1. Lintels, sills, architraves, pediments, hoods and steps shall be retained and repaired if possible.
2. These elements should not be introduced unless there is archival evidence suggesting their presence and design.

### D. AWNINGS AND CANOPIES

Awnings and canopies provide a good opportunity for building signage and identification.

1. Awnings should have a traditional shape such as a tent shape or be rounded when the opening is arched.
2. Aluminum or plastic awnings should not be used. Lettering should be of a scale and design that is appropriate to the building.
3. If a storefront is divided into three parts there should be a separate awning for each section.
4. Operable awnings are preferred.



### E. STOREFRONTS

The storefronts of downtown Faribault were originally used for merchandise display. Storefronts are typically divided into three sections:

- Bottom – bulkhead, typically wood, stone or brick
  - Middle – glass display section framed with thin metal structural members
  - Top – transom and steel lintel typically define the highest point of the storefront system. The transom was used primarily to allow light deep into the store.
1. Original storefronts and components such as windows, door configuration, transoms, signage, and decorative features shall be retained.
  2. Existing storefront posts should remain exposed, or be uncovered in order to express the rhythm of a streetscape of façades. The storefront should have a strong horizontal form at its top to differentiate it from the upper façade.
  3. Where original or early storefronts no longer exist or are too deteriorated to save, the commercial character of the building should be retained through:
    - a. Contemporary design which is compatible with the scale, design, materials, color and texture of the historic buildings;
    - b. An accurate restoration of the storefront based on historical research and physical evidence.
  4. For buildings that provide a separate upper-story entrance on the exterior façade, the street-level entrance should be the primary focus of the building façade.

### F. ROOFS, CORNICES AND DETAILS

Downtown Faribault façades are typically finished by a cornice or other strong horizontal elements.

1. Wherever possible, existing cornices and brackets shall be retained and restored.
2. In the event a cornice is deteriorated beyond repair or is missing, it should be replaced with materials that match the original in design, color, texture, and other visual qualities or is appropriate to the style of the building.
3. The original roof shape shall be preserved.
4. New skylights and vents should be behind and below parapet level.

### G. ACCESSIBILITY CONSIDERATIONS

It is imperative to identify the historic building's character-defining spaces and features so that accessibility code-required work will not result in their damage or loss.

1. Work with state and local building officials to determine the most appropriate solution to access problems.
2. Design new or additional means for access that are compatible with the historic building and its setting.





### H. ENERGY CONSIDERATION

Most historic buildings in the district were built without significant mechanical ventilation. These buildings relied on a natural ventilation system. Operable double-hung and transom windows provide significant natural ventilation when working properly. Awnings were used to control light and heat and should be considered as part of a natural ventilation system. Interior offices and rooms typically had operable transoms for further air circulation and should be retained as part of the natural ventilation system.

1. If it is determined that retrofitting measures are necessary, then such work needs to be carried out with particular care to ensure that the building's historic character is retained.
2. Insulation should be installed where possible in attics and basements. When adding insulation to exterior walls, care should be taken in understanding the affect this action will have on the function of the wall assembly.
3. Maintain operable windows and blinds so that occupants can individually control their environment.
4. Improve thermal efficiency of windows and doors with weather stripping, storm windows, interior shades, and if appropriate, blinds and awnings.

### III. MECHANICAL AND SERVICE AREAS

1. Mechanical equipment (i.e. heating and cooling devices and telecommunications equipment) and service areas (i.e. dumpster enclosures) should be located out of the public view, and designed as an integral part of the overall building design. They may be placed at the rear of the building, recessed on the roof of the building, or screened by appropriate fencing.
2. Low-profile mechanical units and elevator shafts may be appropriate on rooftops that are not visible from the street. If this is not possible, rooftop equipment should be set back or screened from view.
3. Skylights or solar panels should also have low profiles and not be visible from public right-of-ways. These features should be installed in a manner which minimizes damage to historic materials.
4. Particular attention will need to be given to mechanical equipment located at street level. If the equipment cannot be relocated, it should be screened in a way appropriate to the streetscape and neighboring architecture.

### IV. BUILDING RELOCATION & DEMOLITION

Any relocation or demolition plans must be approved by the Heritage Preservation Commission prior to applying for the appropriate city permits.

### V. DESIGN GUIDELINES FOR NEW CONSTRUCTION AND NEW ADDITIONS

There are many examples of historic and modern architecture in Faribault. These individually styled buildings contribute to the overall character of the streetscape through their pedestrian oriented design. The lower levels of these buildings typically housed a retail component allowing people to engage with the building at the street level while the upper levels were used for offices or residential. Employees, residents and





customers help to activate the street and create a vibrant downtown.

The character of the downtown streetscape can be preserved by maintaining the continuity of the street frontage. New construction should provide street-level, pedestrian-oriented uses on all street frontages, and should follow the setback of its neighbors. Design for new construction should respect the adjacent buildings but not imitate them. The following are design considerations put forth by the National Trust for Historic Preservation to help integrate new construction into historic districts.

## A. PROPORTIONS

1. The average height and width of the adjacent buildings typically determines the general proportions of the façade. While infill openings may be several lots wide, the design should attempt to break up such a mass into bays either by articulating the façade or through changes in material. However, care should be taken to keep the amount of different materials used on the building to a minimum as a large variation can detract from the overall design.

## B. RHYTHM

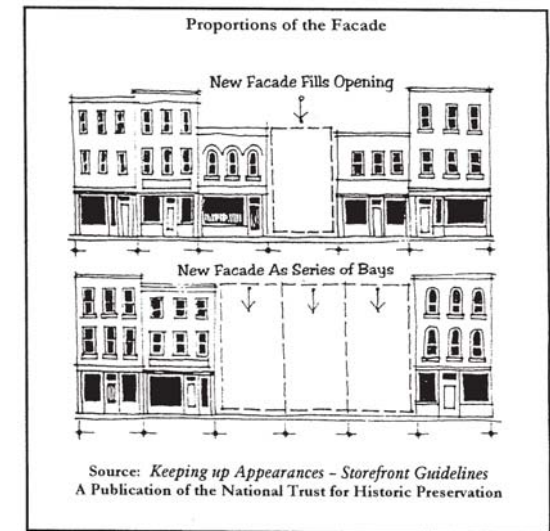
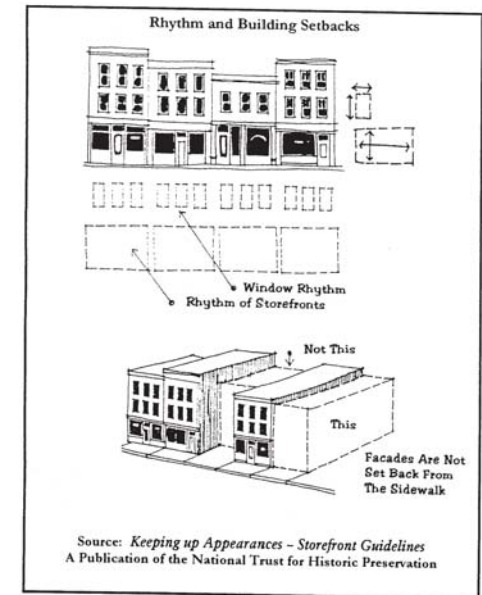
1. A streetscape taken as a whole has a visual rhythm. This does not mean that every building has the same height, width, and window pattern. Quite contrary, the rhythm comes from the variations of height, width, openings within a general framework. New design should fit into the established rhythm of the streetscape.

## C. SCALE

1. The scale of all new buildings should complement that of existing buildings. Scale should consider width, the number of bays and lineal feet, and height in terms of both the number of stories, and the height of the building above grade.

## D. MASSING

1. Massing considers the overall volume or size of a building. Compatible designs need not be created through replication but should reflect a consideration of the massing of nearby buildings.





### E. HEIGHT

1. Although there are sections of the street frontage with buildings of the same height, changes in height are common. It is recommended that a new building stay within one to two stories of adjacent buildings.

### F. MATERIALS

1. Faribault is primarily made up of brick and limestone buildings. Design for new construction should emphasize the use of quality building materials and be compatible with the scale, size, and texture of existing adjacent materials

### G. FAÇADE

1. Downtown façade designs vary widely but are generally consistent in terms of a few basic elements. In addition to a consistent street frontage, downtown façades typically feature a storefront at the base, strong horizontal expression lines, and some type of cornice termination at the top.

## VI. ECONOMIC<sup>2</sup>

While there are many reasons to preserve, restore, rehabilitate, and recycle old buildings, financial incentives can be the most tangible. Financial incentives for rehabilitation have been developed on the local, state, and national levels. Rehabilitation of commercial buildings may qualify for two basic types of financial incentives: below market rate loans and/or tax credits.

### TAX INCREMENT FINANCING (TIF)

Tax Increment Financing uses increases in property values for redevelopment to pay for public redevelopment costs. It may provide public funds for the redevelopment or rehabilitation of blighted or deteriorated areas of the city, the construction of low and moderate income housing, the promotion of economic development, and employment opportunities in the TIF district. The Faribault Housing and Redevelopment Authority (HRA) has established the downtown as a tax increment/redevelopment district. Thus, tax increases generated in the district may be utilized to make public improvements to the area such as parking lots, land acquisition, etc. Tax Increment Financing was utilized in the development of Heritage Park to make street, parking lot, and boulevard improvements as well as to provide land for redevelopment at a reduced cost.

<http://www.ci.faribault.mn.us/>

### ECONOMIC DEVELOPMENT REVOLVING FUND (EDRF)

The Economic Development Revolving Fund was established by the Economic Development Authority to provide public funding incentives to promote and improve economic growth and development, to preserve historic and existing buildings, and to revitalize the historic downtown area.

2: Excerpts taken from 1993 Faribault Historic Guidelines by T. Zahn & Associates



Financial incentives are available in the form of low interest loans and deferred loans. Deferred loans do not require repayment of city funds although the recipient must enter into a repayment agreement that specifies repayment in the event the property is sold or transferred within a ten-year period.

Program criteria require that an eligible building must be located within the downtown area which includes the Heritage Preservation District and must be a permanent commercial structure or a mixed-use structure partially utilized as commercial. Numerous building owners have utilized the EDRF Program to make building improvements to preserve historic buildings, add signage, or install awnings.

<http://www.ci.faribault.mn.us/>

### HISTORIC PRESERVATION TAX CREDITS

Historic Preservation Tax Credits are available to building owners interested in substantially rehabilitating old buildings. Income-producing, non-residential buildings constructed before 1936 may qualify for a 10% investment tax credit. Historic buildings listed in the National Register of Historic Places may qualify for a 20% tax credit and additional benefits to rehabilitate commercial, industrial, and rental residential buildings.

<http://www.nps.gov>

### FACADE EASEMENT

Through the Preservation Alliance of Minnesota, a building facade can be donated to the organization and leased back to the owners to provide preservation tax benefits. The program is most beneficial for historic buildings requiring major investment.

<http://www.mnpreservation.org/>

### NATIONAL TRUST PRESERVATION LOAN FUND

The National Trust for Historic Preservation issues grants to increase the flow of information and ideas in the field of preservation stimulate public discussion, enable local groups to gain the technical expertise needed for particular projects, introduce students to preservation concepts and crafts, and encourage participation by the private sector in preservation.

<http://www.nationaltrust.org/>

There is also funding available to aid in the creation of affordable low-income housing. For more information on these financial programs, please contact the City of Faribault.



## **VII. APPLYING THE GUIDELINES**

The following are a series of conceptual before and after images for storefronts and facades within the Downtown Commercial Historic District. Though based on the Secretary of the Interior Standards for the Treatment of Historic Properties Rehabilitation Guidelines these images are conceptual in nature and are used for illustrative purposes only. Designs for rehabilitation should be based on photographic and archival evidence whenever possible.



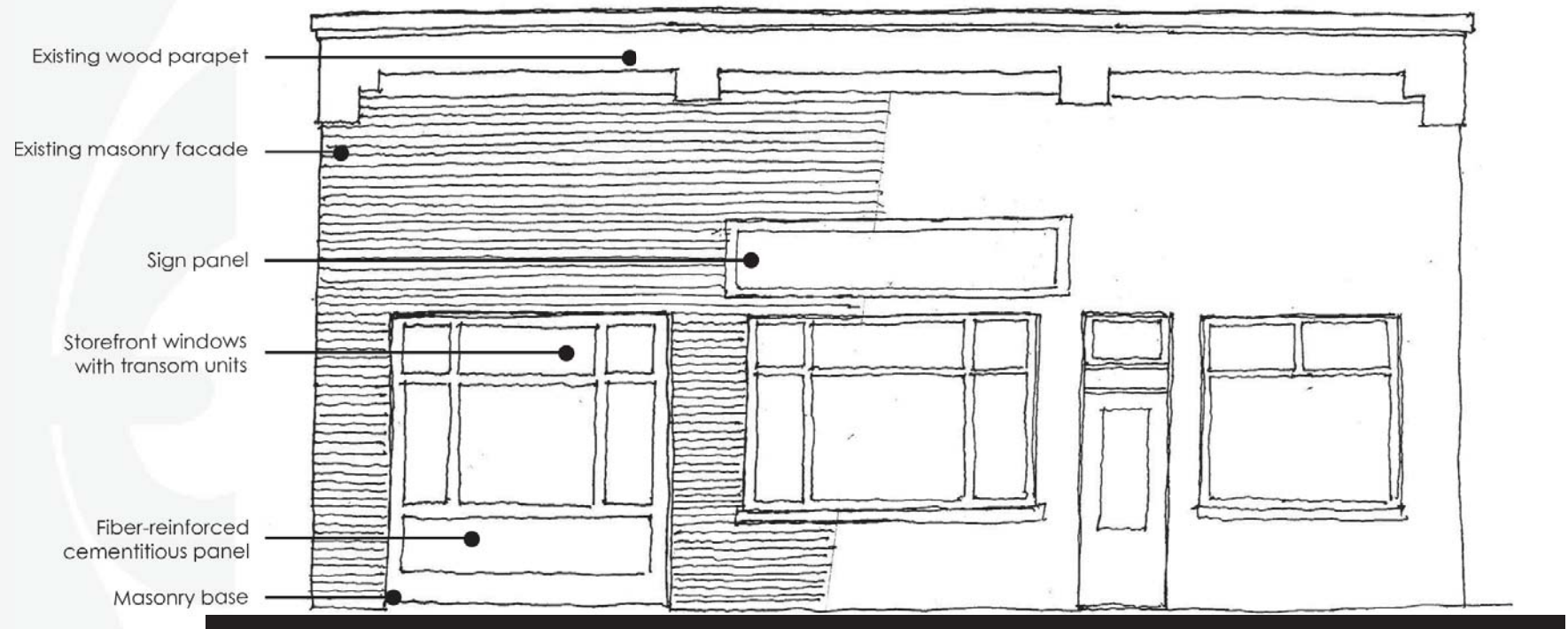
101 - 111 CENTRAL AVENUE







112 CENTRAL AVENUE







114-116 CENTRAL AVENUE



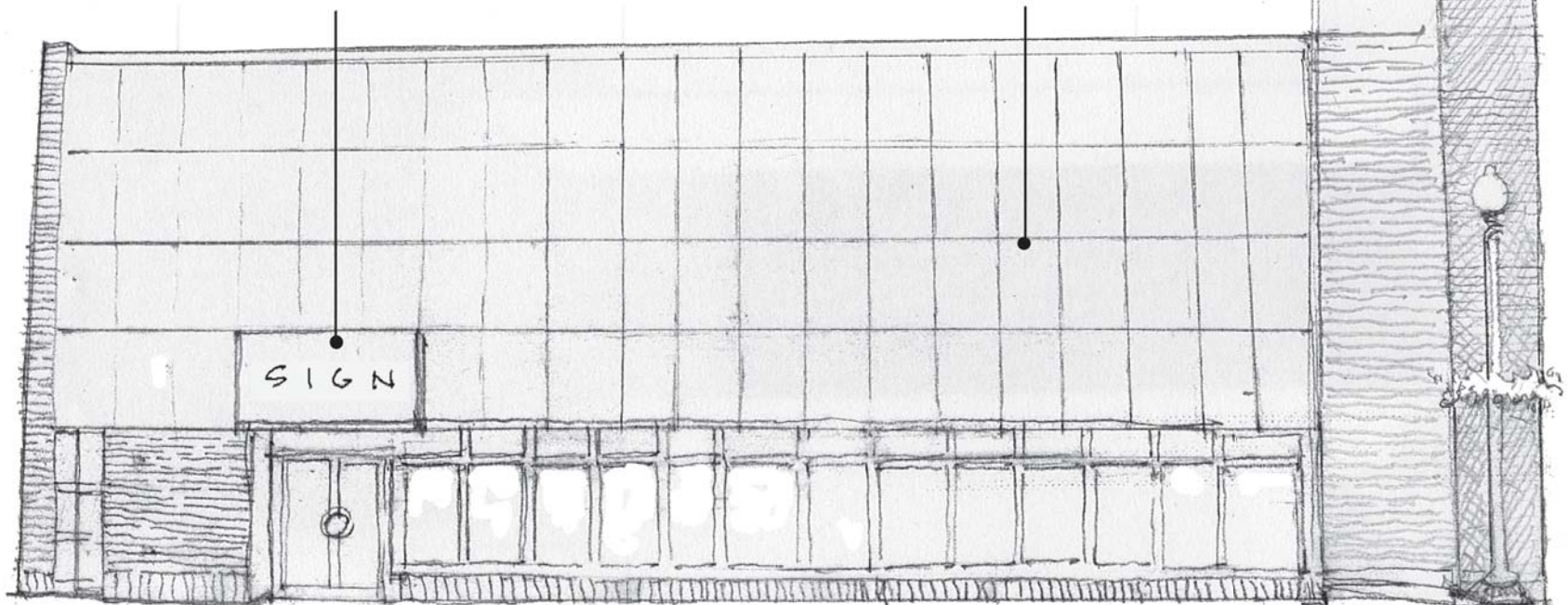


117 CENTRAL AVENUE



New rectilinear entrance canopy to project 1' beyond existing panels

Retain existing curtain wall glazing





118 CENTRAL AVENUE



Notes:

1. Remove existing facade paneling at upper story
2. Build new masonry upper facade with brick veneer.



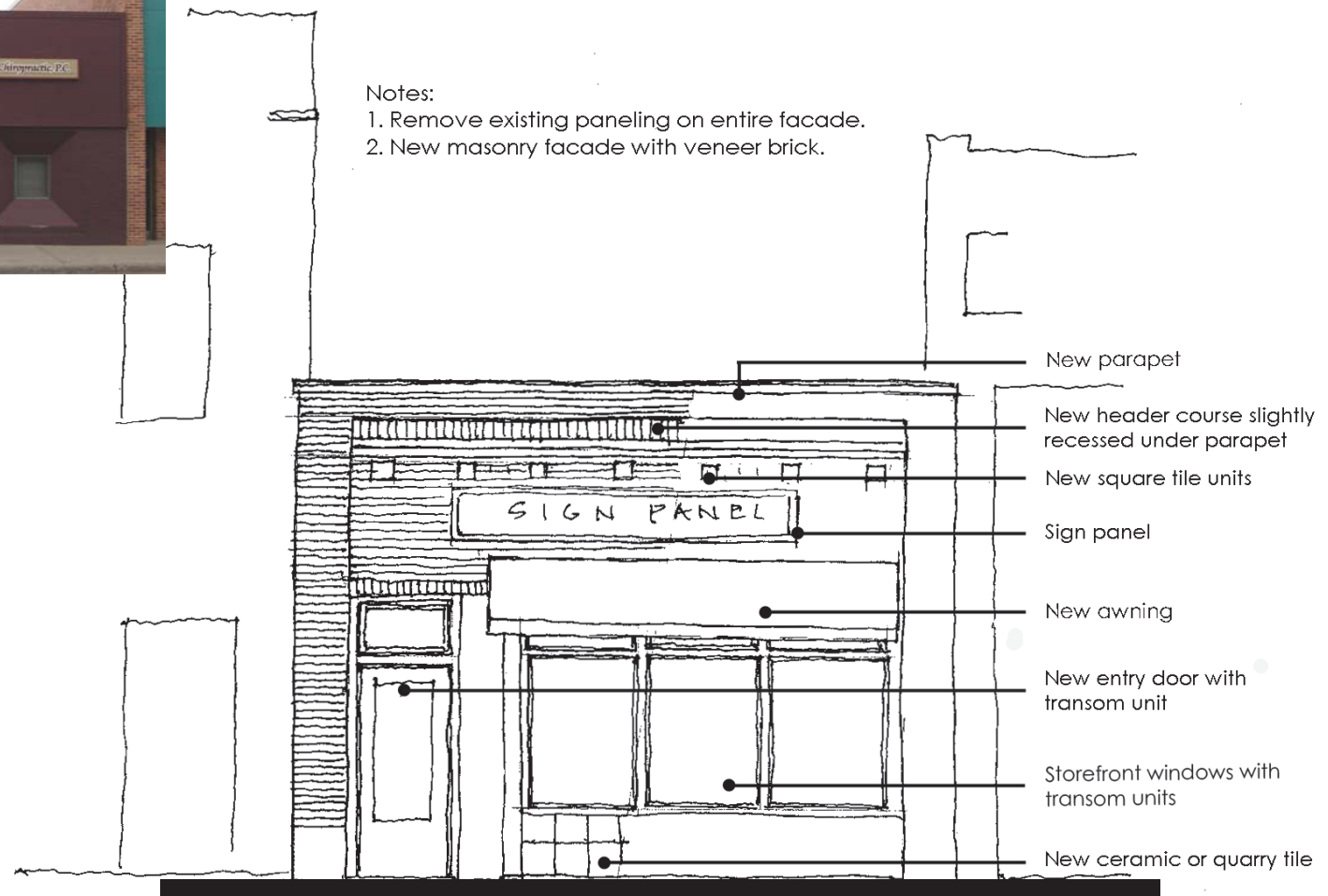


119 CENTRAL AVENUE



Notes:

1. Remove existing paneling on entire facade.
2. New masonry facade with veneer brick.







201 CENTRAL AVENUE



Sign panel

New awnings

Retain existing store  
veneer in selected areas

Storefront windows  
with transom units

New entrance

Fiber-reinforced  
cementitious panel



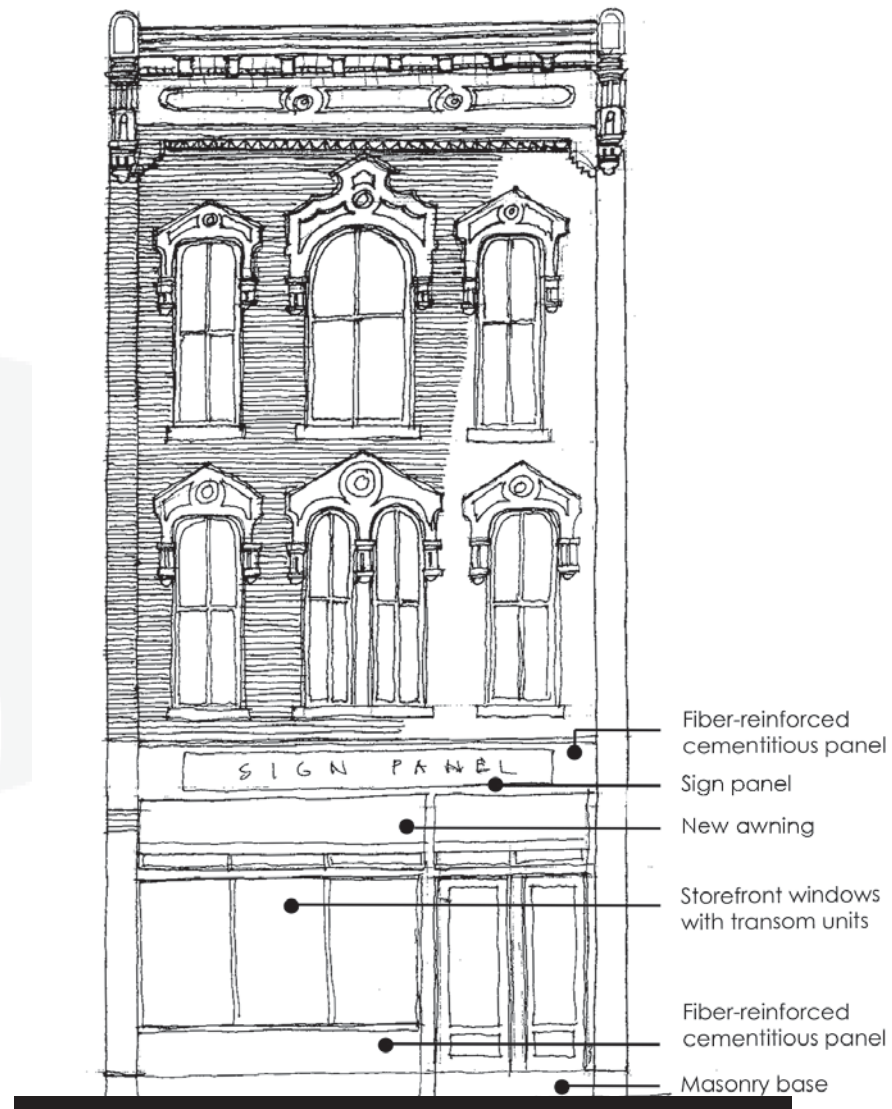
202-204 CENTRAL AVENUE





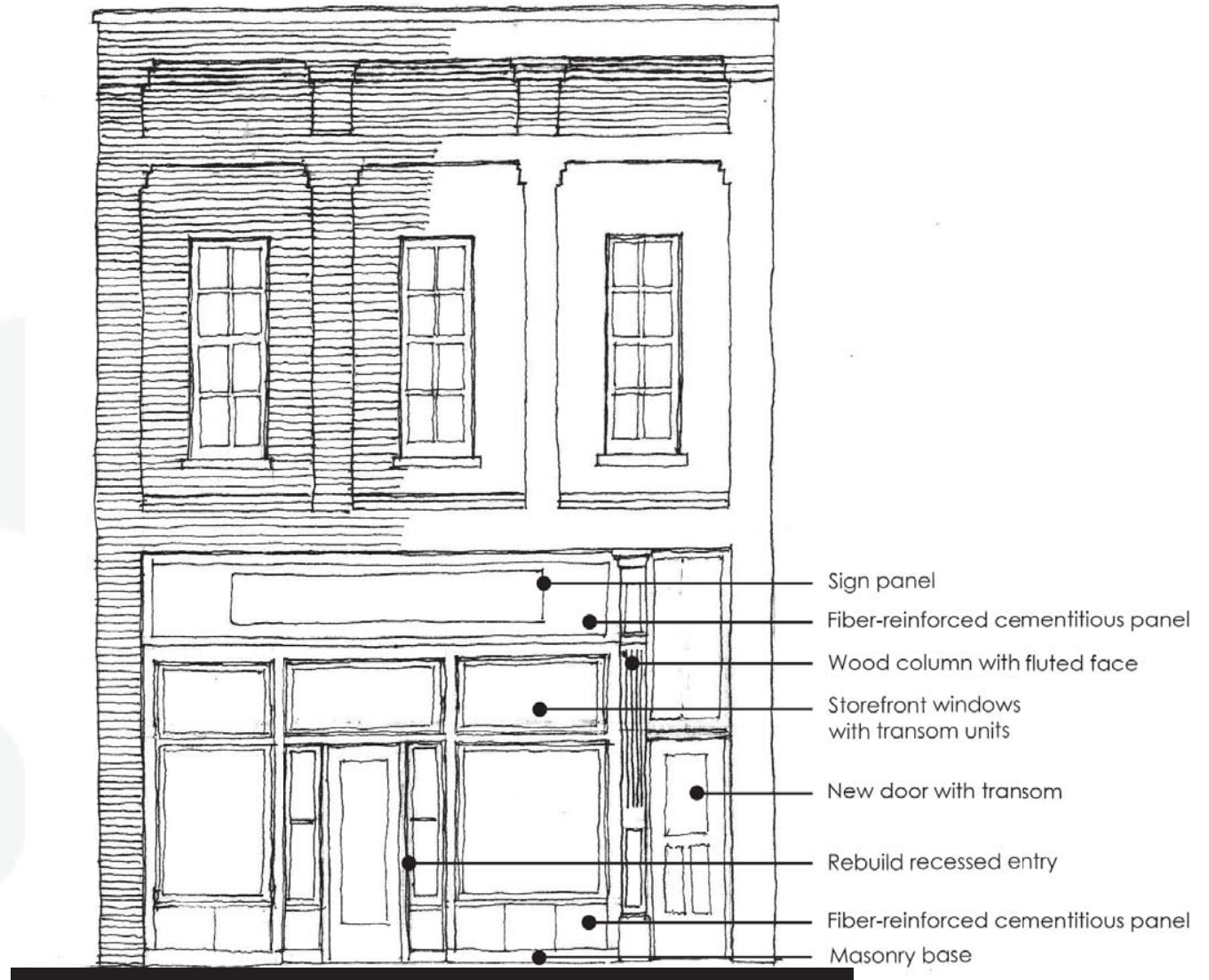


206 CENTRAL AVENUE



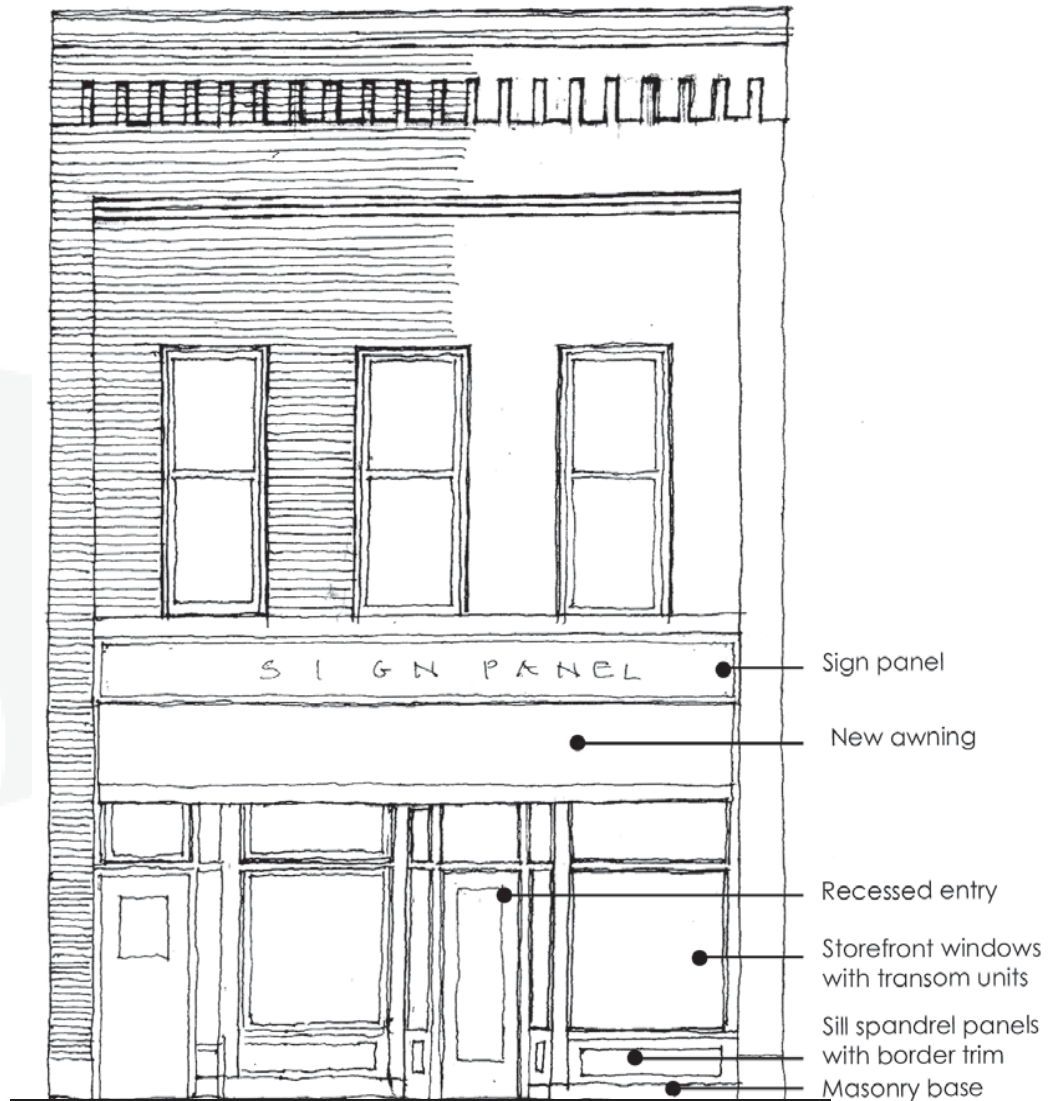


211 CENTRAL AVENUE





213 CENTRAL AVENUE





214 CENTRAL AVENUE



Sign panel

Prepare existing steel  
beam for painting

New awning

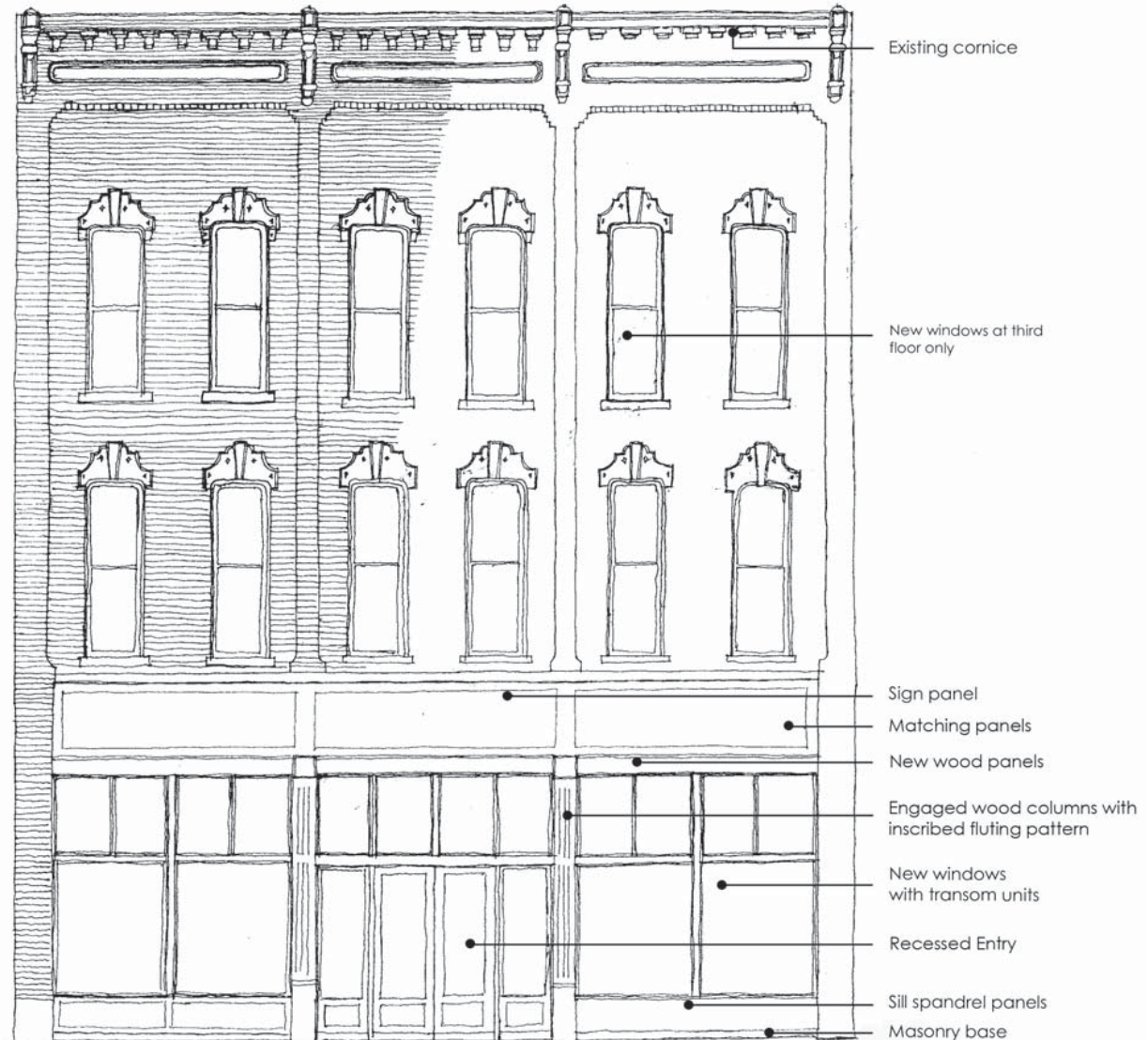
Storefront windows  
with transom units

Wood paneling with  
wood molding border



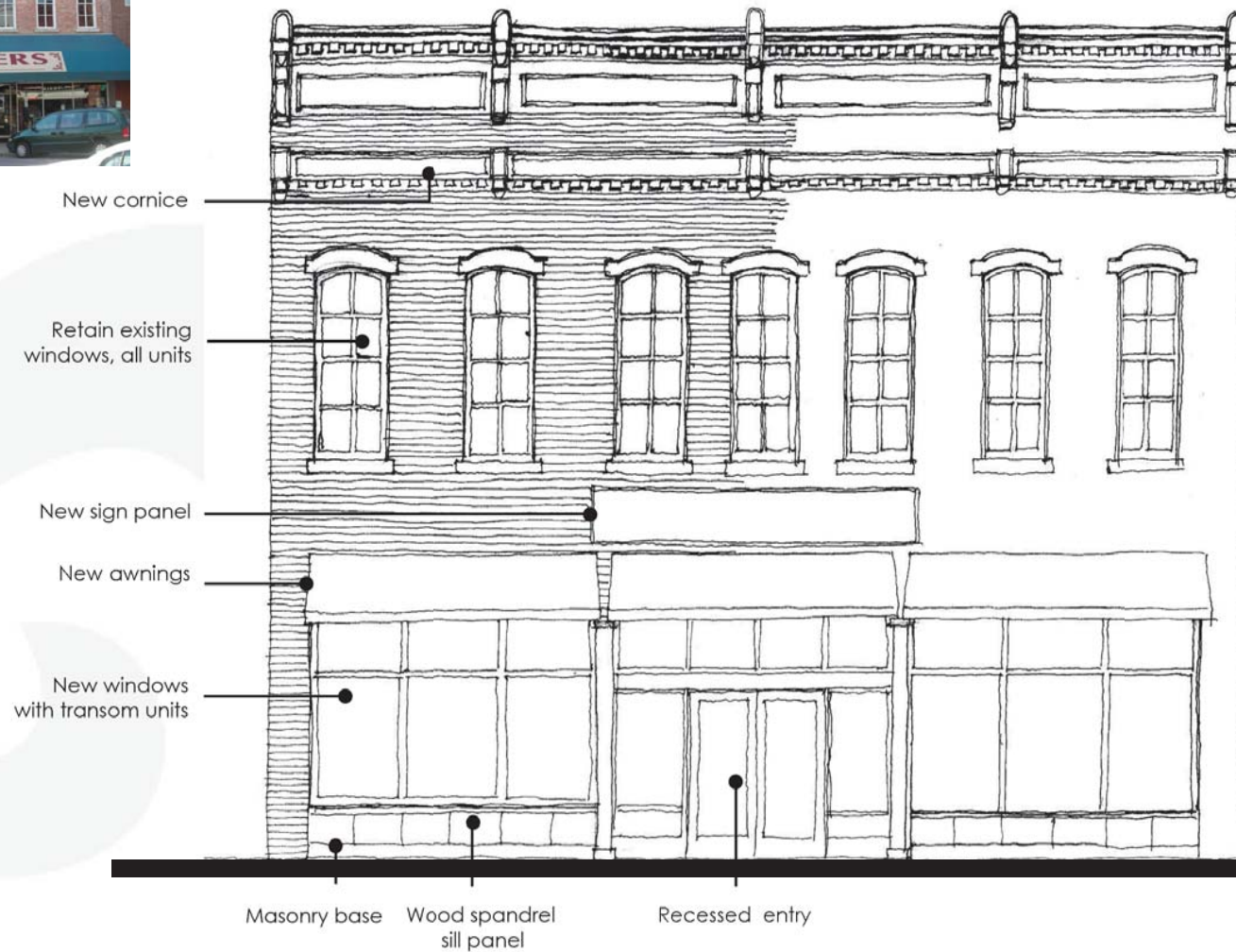


217 CENTRAL AVENUE





224-226 CENTRAL AVENUE



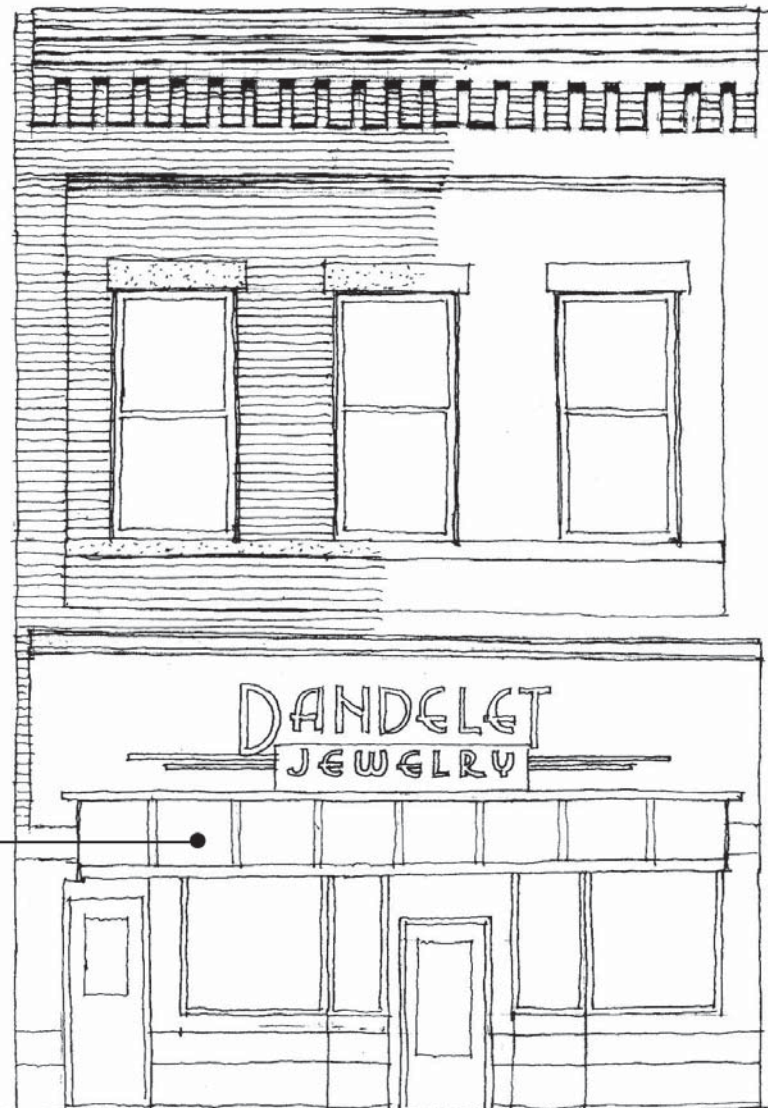




227 CENTRAL AVENUE

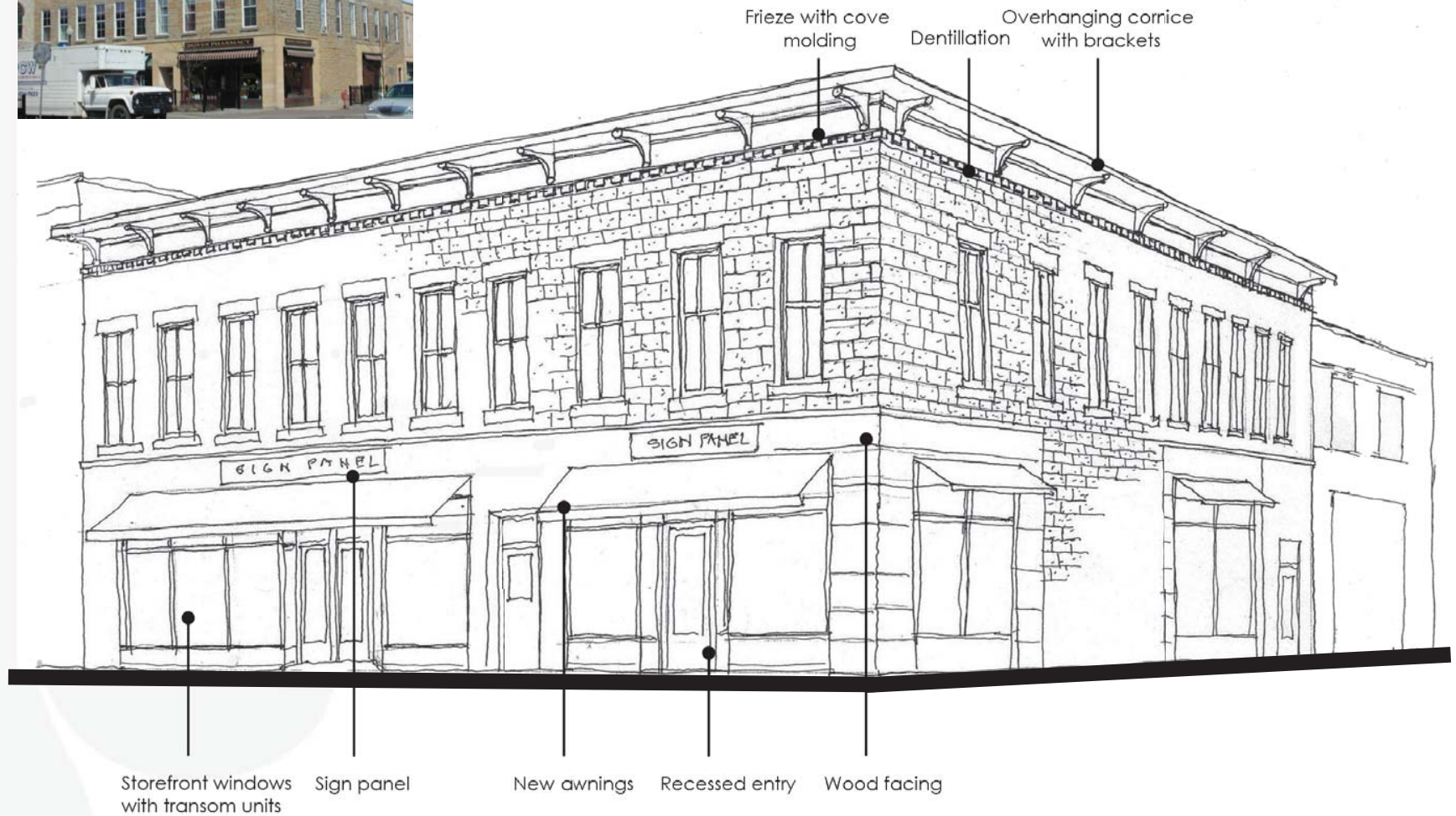


New awning:  
black background  
with white stripes



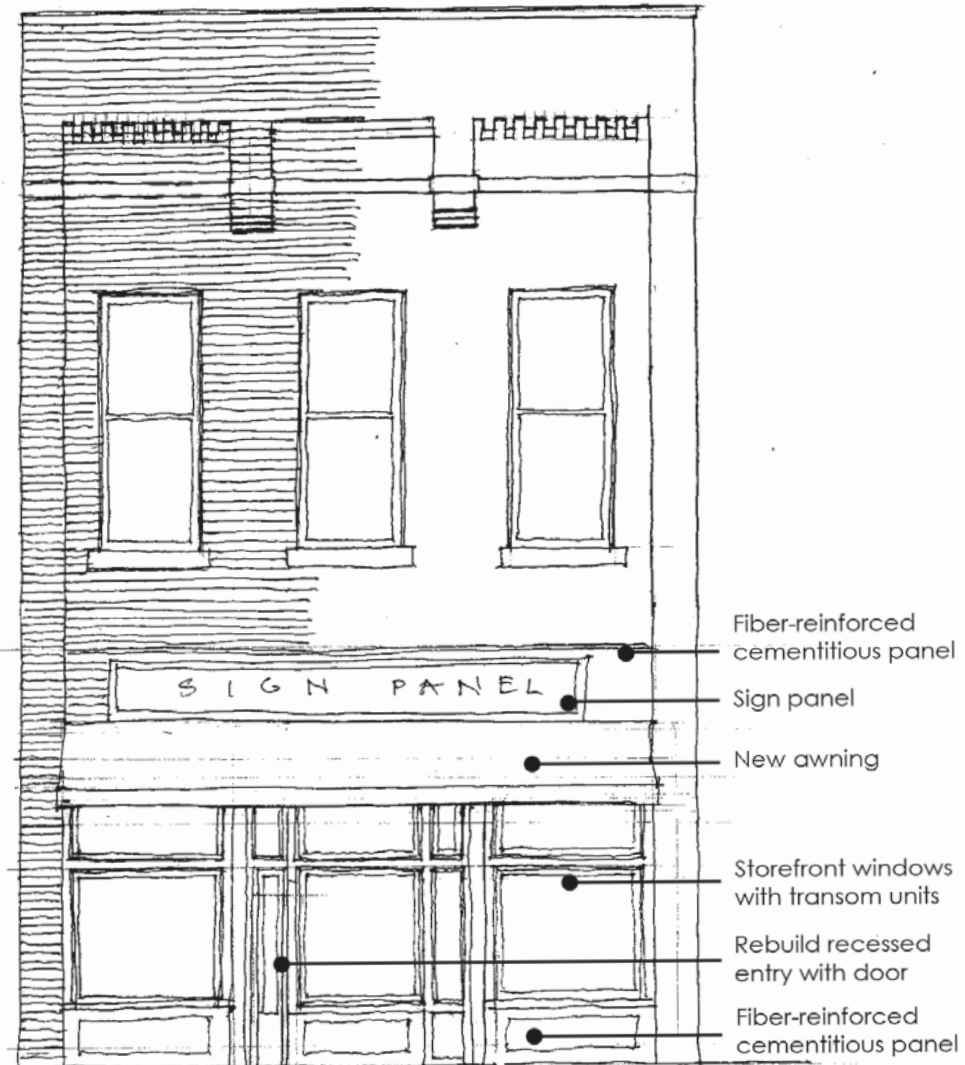


303 CENTRAL AVENUE





306 CENTRAL AVENUE







307-309 CENTRAL AVENUE





308 - 310 - 312 CENTRAL AVENUE







327 CENTRAL AVENUE



Build new cornice, slightly projecting cap with frieze board, brackets, box-type brackets at end



Remove existing stone facing, apply brick veneer or stucco

Sign panel

New awnings

Storefront windows with transom units

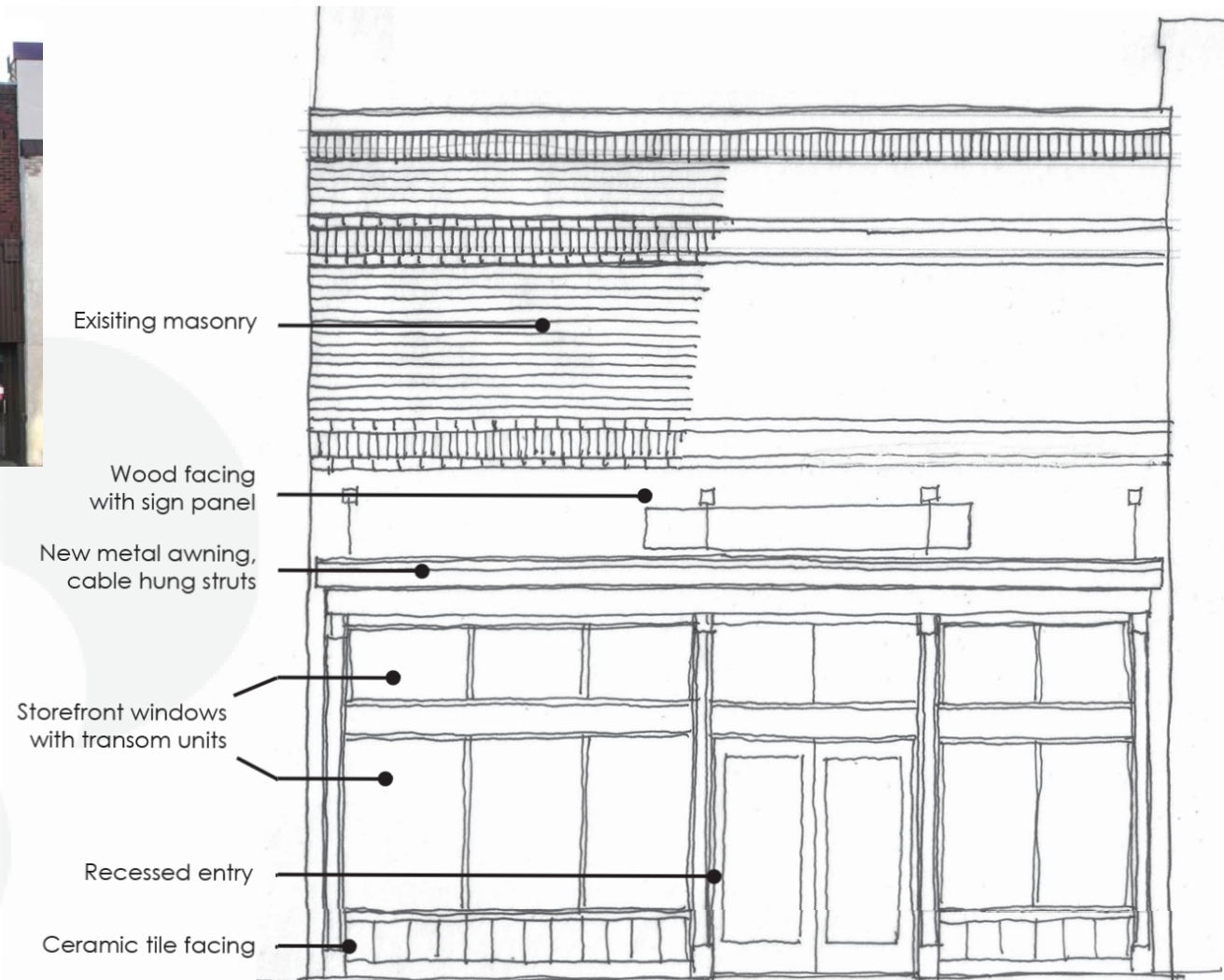
Recessed entry

Fiber-reinforced cementitious panel

Masonry base



413 CENTRAL AVENUE





502 - 504 CENTRAL AVENUE



Replace facing panel, install sign panel

Storefront glazing with transom units

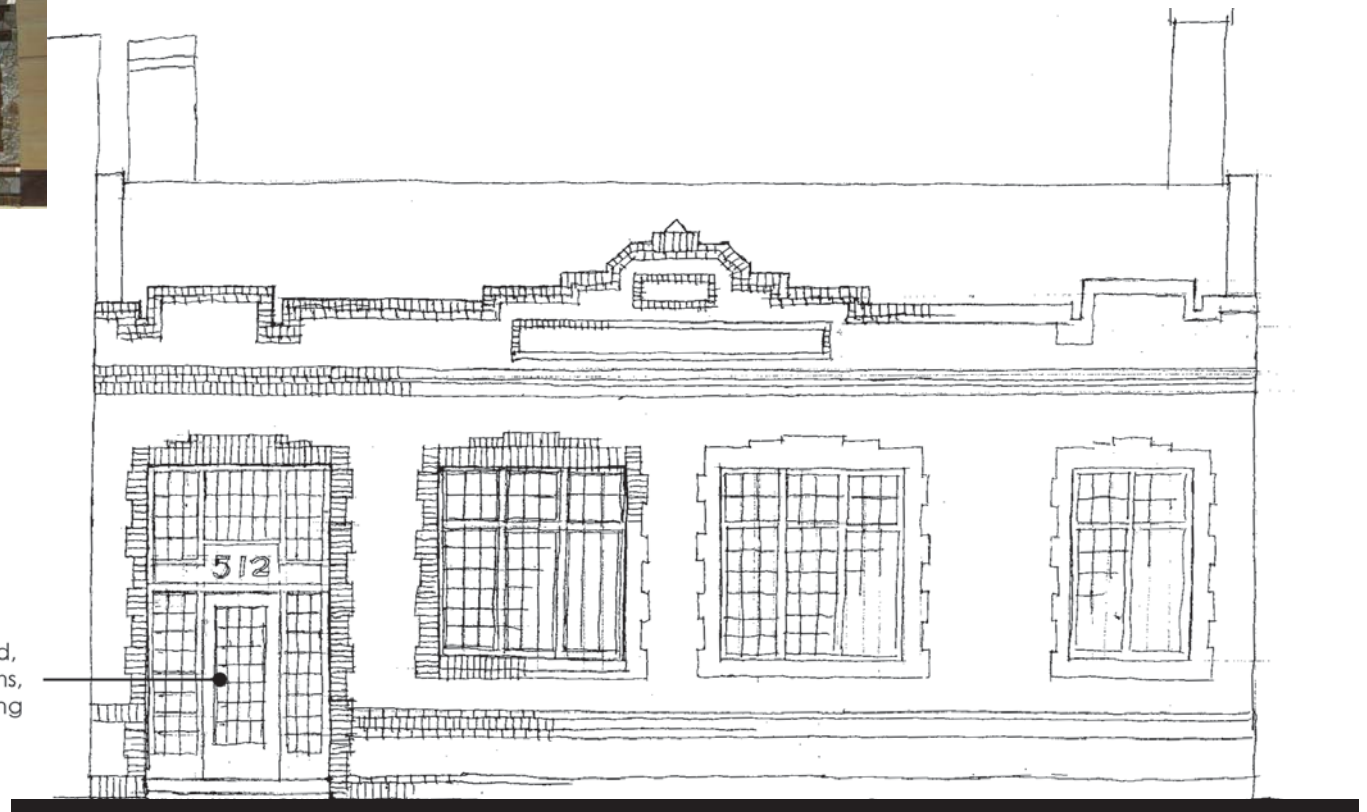
Recessed storefront entry

Spandrel sill panels

Masonry base



512 CENTRAL AVENUE



New entry, enlarged,  
recessed, with transoms,  
sidlights, details matching existing





409 - 411 CENTRAL AVENUE

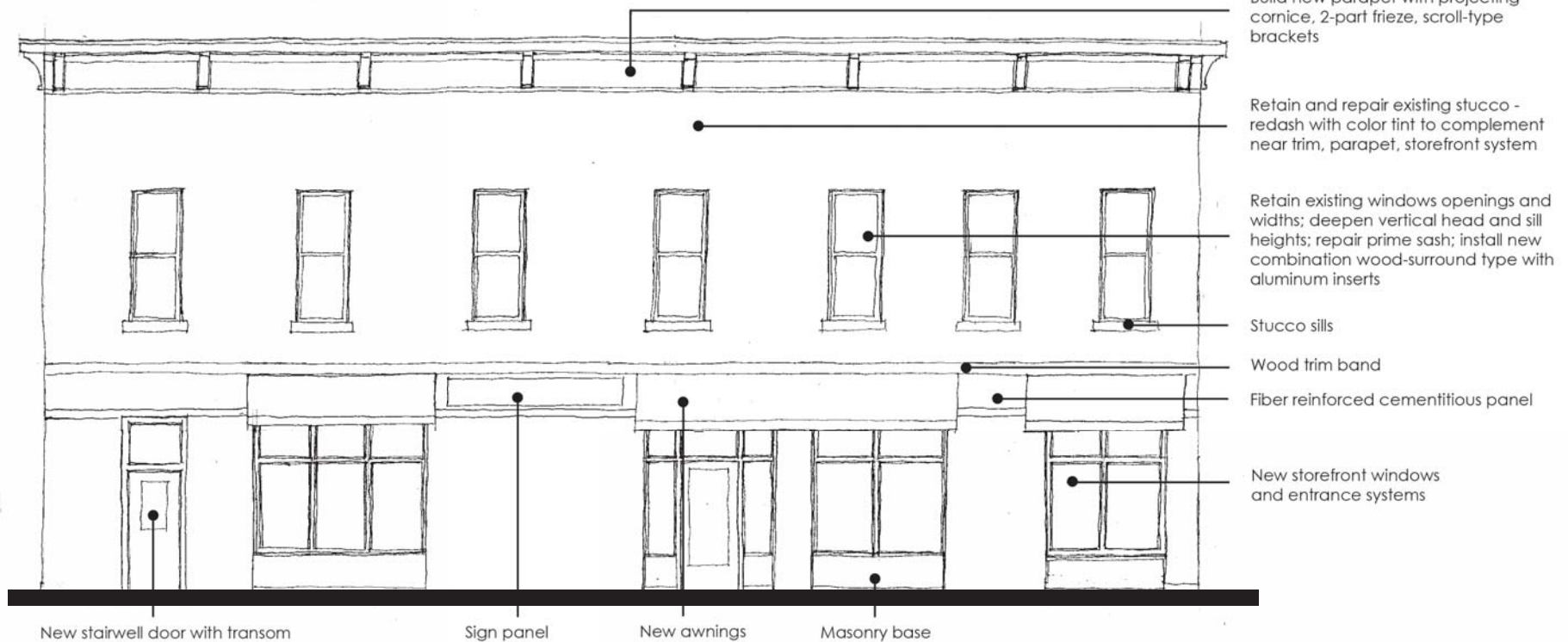
405 - 407 CENTRAL AVENUE







12 5TH STREET NW





14 3RD STREET NW



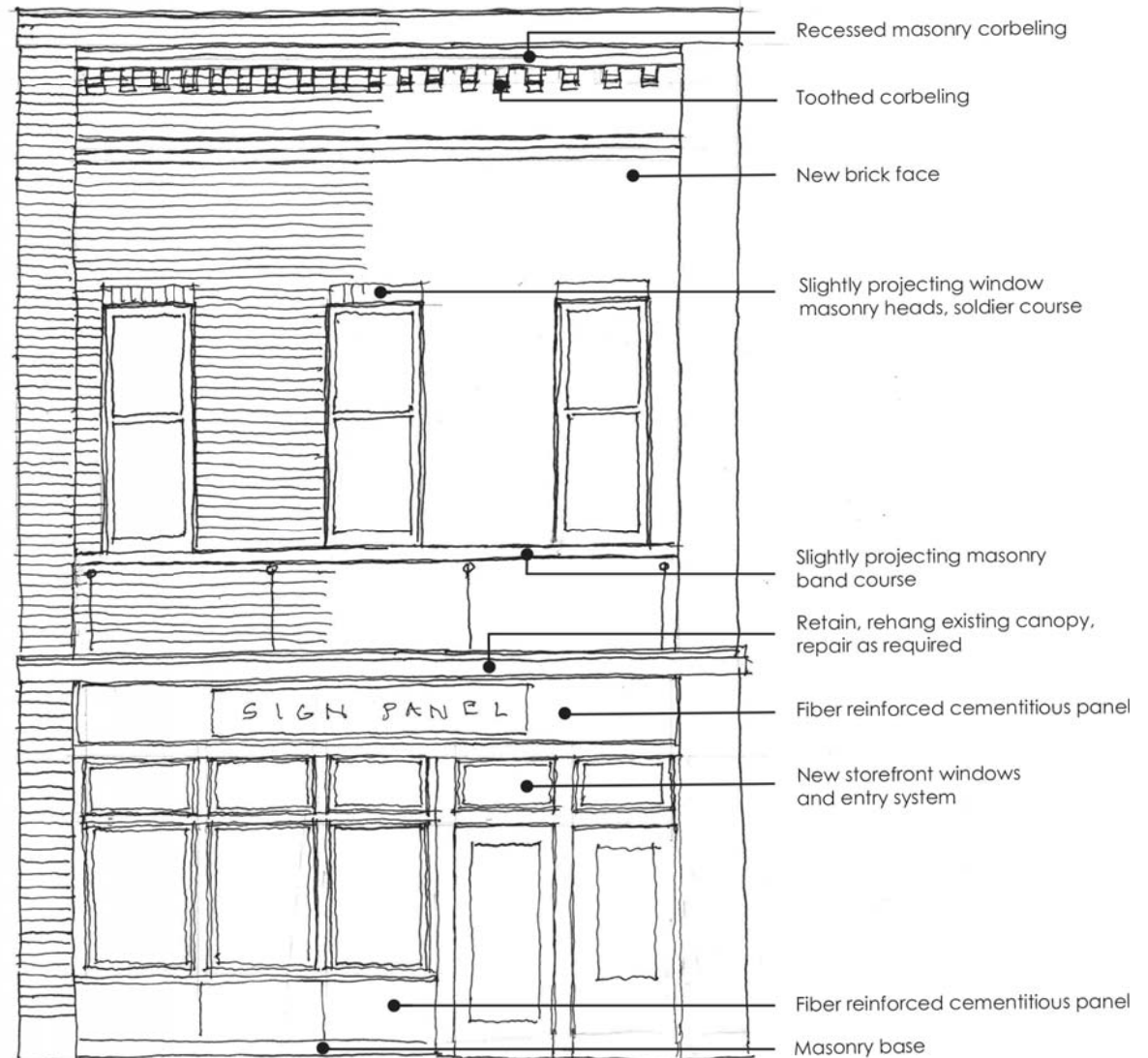


22 3RD STREET NW



Note:

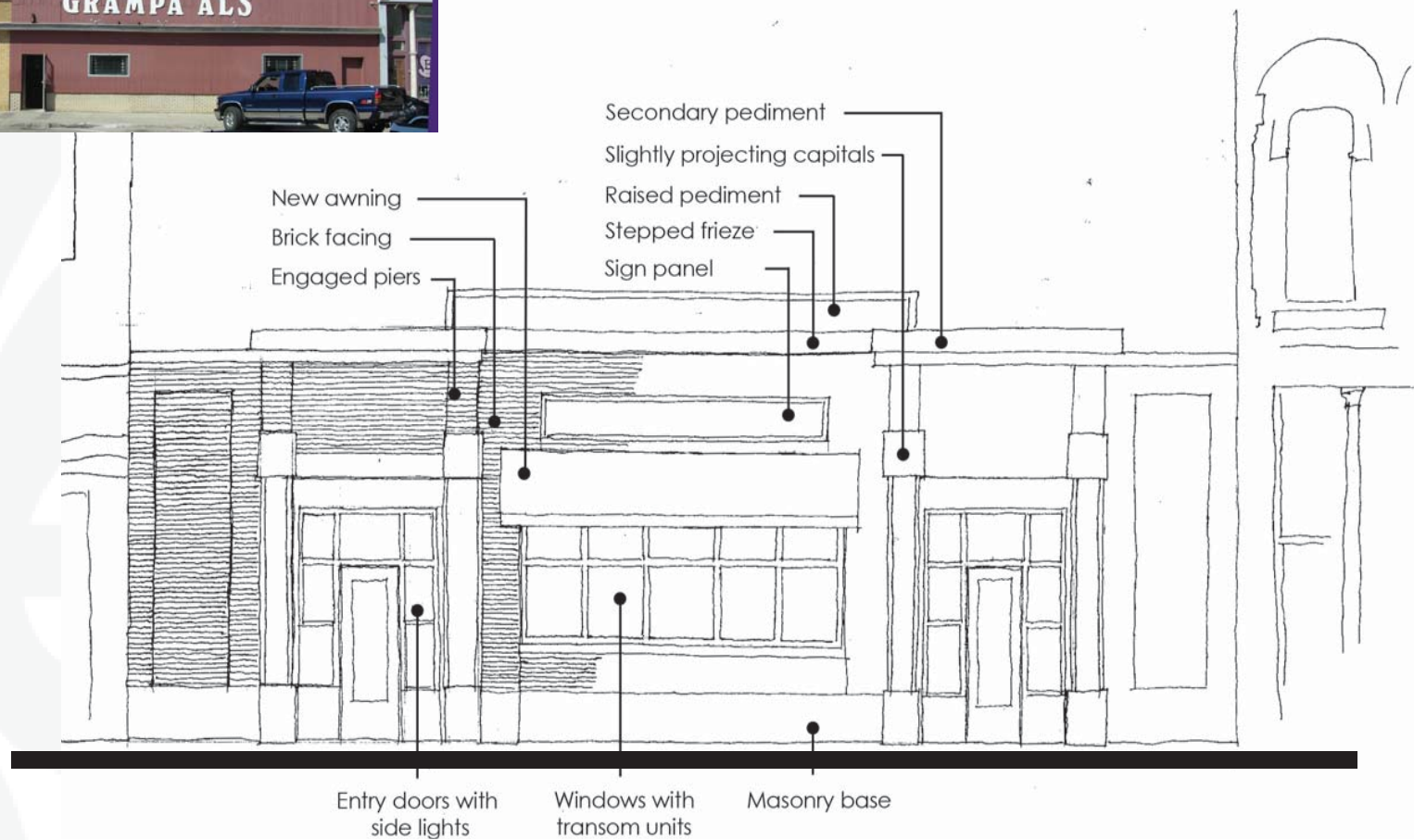
1. Remove existing panels covering facade.
2. Retain metal canopy; rehang as part of rehabilitation process.
3. Image sketch assumes complete new masonry facade will be required. If original facade material is masonry in restorable condition, perform masonry restoration as appropriate.





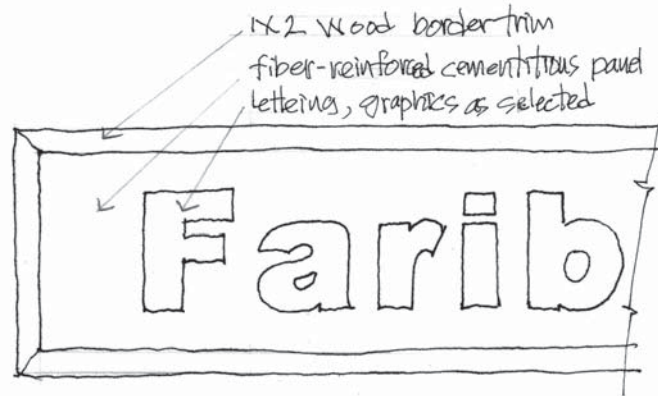


28 W. 3RD STREET NW

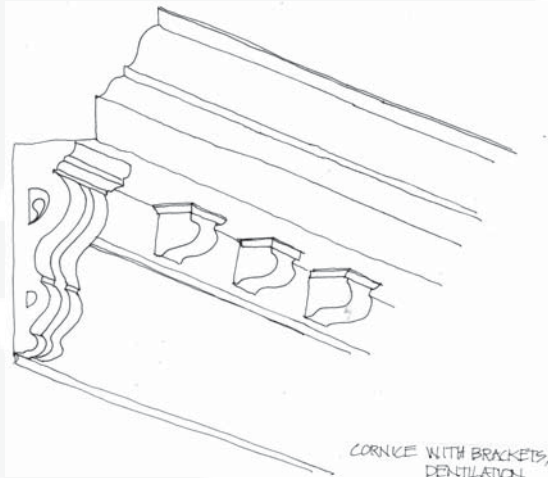
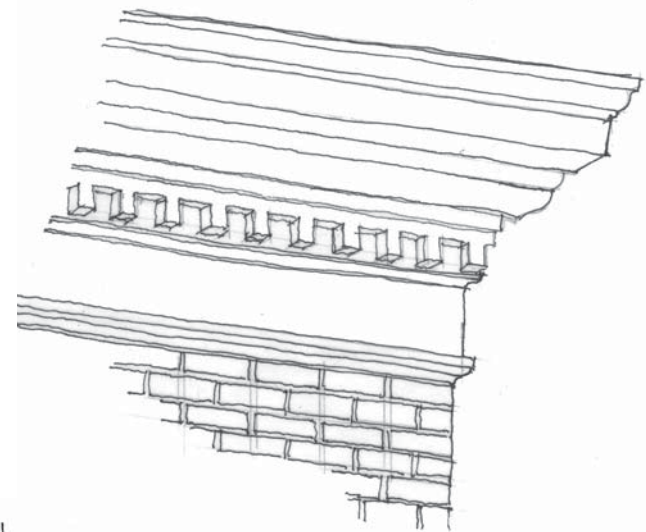




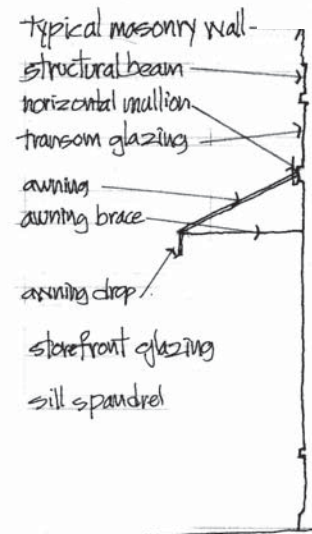
KIT OF PARTS



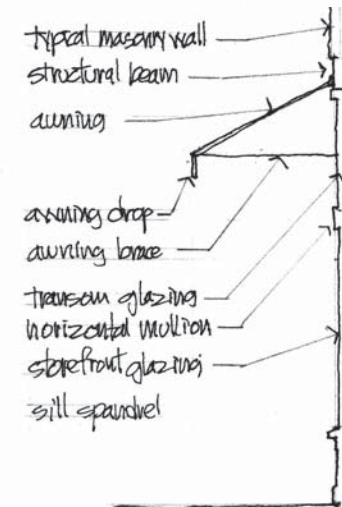
WALL-MOUNTED SIGN PANEL



CORNICE WITH BRACKETS,  
DENTILATION



AWNING DETAIL:  
TOP CONNECTION AT HORIZONTAL  
MULLION



AWNING DETAIL:  
TOP CONNECTION AT BEAM





## **VIII. APPENDIX**

### **A. SECRETARY OF THE INTERIOR'S STANDARDS**

The Standards are a series of concepts about maintaining, repairing and replacing historic materials, as well as designing new additions or making alterations; as such, they cannot, in and of themselves, be used to make essential decisions about which features of a historic property should be saved and which might be changed. But once an appropriate treatment is selected, the Standards provide philosophical consistency to the work.

There are Standards for four distinct, but interrelated, approaches to the treatment of historic properties--preservation, rehabilitation, restoration, and reconstruction.

Preservation focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. (Protection and Stabilization have now been consolidated under this treatment.)

Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.

Restoration depicts a property at a particular period of time in its history, while removing evidence of other periods.

Reconstruction re-creates vanished or non-surviving portions of a property for interpretive purposes.

"The Secretary of the Interior's Standards for Rehabilitation are ten basic principles created to help preserve the distinctive character of a historic building and its site, while allowing for reasonable change to meet new needs. The Standards are applied to projects in a reasonable manner, taking into consideration economic and technical feasibility."

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.



7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

### **B. DEFINITIONS**

- Awning – a retractable or fixed shelter projecting from and supported by the exterior wall of a building and constructed of non-rigid materials on a supporting framework.
- Canopy – a permanent, roof-like shelter that extends from part or all of a building face and constructed of non-rigid material, except for the supporting framework.
- Complement - An architectural feature which is similar in appearance to the original feature or is appropriate to the architectural style of the building where the characteristics of the original features are not known.
- Encroachment – Any object including but not limited to banners, signs, street furniture, waste bins, newspaper boxes, works of art, either permanent or temporarily placed in or above the public right-of-way on sidewalks, alleys or streets. An encroachment permit from the city is required for anything that permanently or temporarily blocks the public right of way
- Façade – the front or face or faces of a building. (See also Primary façade and Secondary façades.)
- Primary façade – A building has only one primary façade. It is the exterior face of a building, which is the architectural and functional front of a building. It is oriented towards the primary street. A corner building should still only have one primary façade.
- Rehabilitation – The process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.
- Renovation - The process of returning a property to a state of utility, through repair or alteration.
- Secondary Façades – Secondary façades are the side or rear building faces. For a corner building, the side wall may face a street but will be secondary in style and detailing to the primary façade.
- Setback – Distance from the property line to a building.
- Storefront – The front of a store, restaurant or other establishment, at street level, usually having one or more windows for the display of goods or wares.



## **C. ORDINANCE**

### ARTICLE 3. HERITAGE PRESERVATION DISTRICT

#### Sec. 13-260. Purpose.

The Heritage Preservation District is established to promote the educational, cultural, economic, and general welfare of the public through the protection, enhancement, and perpetuation of properties of historic, architectural, and cultural significance.

(Ord. No. 99-20, § 1, 11-23-99)

#### Sec. 13-270. Application of district provisions.

The provisions of this section shall apply to those properties identified on the Heritage Preservation District map, incorporated herein by reference. Such designation shall in no way affect the established allowable uses and requirements set forth elsewhere in this ordinance for the underlying zoning district.

(Ord. No. 99-20, § 1, 11-23-99)

#### Sec. 13-280. Heritage Preservation Commission.

The Heritage Preservation Commission, as established in Chapter 20, City Code of Ordinances, shall have such powers and duties as shall be provided in this section with respect to the establishment and regulation of properties within the Heritage Preservation District.

(Ord. No. 99-20, § 1, 11-23-99)

#### Sec. 13-290. Procedure for designation into district.

(A) In general. A request for designation of a property or properties into the Heritage Preservation District may be initiated by the Heritage Preservation Commission or by an individual property owner. Such request shall be processed according to the provisions of Sections 2-150 through 2-180 relating to zoning amendments, except that the Heritage Preservation Commission shall first review and submit a report on the request to the Planning Commission.

(B) Report by Heritage Preservation Commission. Prior to submitting a recommendation to the Planning Commission and City Council regarding the designation of a property, the Heritage Preservation Commission shall prepare a report consisting of the following information:

- (1) A physical description of the property or properties to be designated.
- (2) A statement of the historical, cultural, architectural, and aesthetic significance of the property or properties.



(3) A map showing existing district boundaries.

(4) A statement justifying the designation of the property or properties into the district.

(5) Representative photographs.

(C) Criteria for designation. The Heritage Preservation Commission and Planning Commission shall make findings with respect to the following criteria and submit the same together with its recommendations to the City Council:

(1) Whether the property has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state, or nation, or is associated with the life of a person significant in the past.

(2) Whether the property is the site of an historic event with a significant lasting effect upon society.

(3) Whether the property exemplifies the cultural, political, economic, social, or historic heritage of the community.

(4) Whether the property portrays the environment in an era of history characterized by a distinctive architectural style.

(5) Whether the property embodies those distinguishing characteristics of an architectural type or engineering specimen.

(6) Whether the property is part of, adjacent to, or related to an existing or proposed historic district, square, park, or other distinctive area that should be redeveloped or preserved according to a plan based on the existing historic, cultural, or architectural motif.

(7) Owing to its unique location or singular physical characteristics, the property represents an established and familiar visual feature of the neighborhood or city.

(8) The property has yielded, or may be likely to yield, information important in prehistory or history.

(Ord. No. 99-20, § 1, 11-23-99)

Sec. 13-300. Action by the City Council on zoning amendments.

The City Council shall make the final decision regarding all requests for designation into the Heritage Preservation District. Amendment of this ordinance and the overlay district boundary shall require a two-thirds (2/3) vote of the City Council.

(Ord. No. 99-20, § 1, 11-23-99)

Sec. 13-310. Notice of designation.

Within ten (10) days following the adoption of the ordinance designating a property or properties to be within the Heritage Preservation District, the owners and occupants of each designated historic property shall be given written notification of such designation. Such notice shall further apprise such owners and occupants of the necessity of obtaining a certificate of appropriateness prior to undertaking any material change in





appearance of the designated historic property.

(Ord. No. 99-20, § 1, 11-23-99)

Sec. 13-320. Rescission of designation.

Any request to have a historic designation rescinded shall be processed in accordance with the procedures and standards established for designation.

(Ord. No. 99-20, § 1, 11-23-99)

Sec. 13-330. Certificate of appropriateness.

(A) In general. After the designation of a property into the Heritage Preservation District, no work requiring a building permit may be authorized on such property until a certificate of appropriateness has been granted by the Heritage Preservation Commission.

(B) Building permit required. A building permit shall be required prior to the commencement of any of the following to a building or land located within the Heritage Preservation District:

- (1) Remodeling, repair, or alteration that would change in any manner the exterior appearance of a building, not including painting.
- (2) Moving of a building into or out of the district.
- (3) Construction of a new building or addition to any existing structure.
- (4) Construction of new walks, fences, parking facilities, and other features when adjacent to or within view of a public right-of-way.

(C) Exemptions. A building permit and certificate of appropriateness shall not be required for the following activities:

- (1) Ordinary maintenance or repair of any exterior architectural feature to correct deterioration, decay, or damage, or to sustain the existing form, and that does not involve a material change in design, material, or outer appearance of the structure.
- (2) Change in paint color.
- (3) Work conducted entirely within the interior of the building and which has no effect on exterior architectural features.
- (4) Any physical improvements within and adjacent to public rights-of-way, provided that the Heritage Preservation Commission is notified and given an opportunity to comment on any improvements being ordered by the City Council.

(D) Review procedures. Whenever the Building Official receives a building permit for work to be completed within the Heritage Preservation District, such application will be immediately forwarded to the Community Development Director. The item will be placed on the agenda of the next Heritage Preservation Commission meeting for review and issuance of a certificate of appropriateness, if appropriate. The Community Development Director shall submit a recommendation along with any pertinent information regarding the application, including any drawings, photographs, plans, or other documentation as may be required by the Heritage Preservation Commission.



(E) Required time period for review. Within thirty (30) days from the time a building permit application is received, the Heritage Preservation Commission shall schedule a meeting to review the Building Official's report and recommendation and issue the certificate of appropriateness. In the event that a decision is not made within thirty (30) days after receipt of the building permit application, the Heritage Preservation Commission shall be deemed to have approved the issuance of a building permit.

(F) Building permit issuance. The Building Official shall issue a permit only upon receipt of an approved certificate of appropriateness from the Heritage Preservation Commission or in the event that no notice is received from said Commission denying the permit within the thirty (30) day period described above. A certificate of appropriateness, when issued, shall become an integral part of the building permit. In the event that a permit is denied, the Building Official shall make available to the applicant a copy of the staff report and the findings of the Heritage Preservation Commission, including a list of the reasons why the application was denied. The Commission may suggest alternative courses of action it thinks proper if it disapproves of the application submitted. The applicant, if so desired, may make modifications to the plans and may resubmit the application at any time after doing so.

(G) Guidelines and criteria for certificate of appropriateness. When considering an application for a certificate of appropriateness for existing buildings, the Heritage Preservation Commission shall be guided by the "Secretary of the Interior's Standards for the Treatment of Historic Properties", the "Secretary of the Interior's Standards for Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings", and the City of Faribault's "Downtown Design Guidelines", each adopted herein by reference. It shall be the responsibility of the applicant to demonstrate compliance with the standards of the above referenced documents.

(H) Variances. When the strict application of any provision of this section would result in an exceptional practical difficulty or undue hardship upon any owner of a specific property, the Heritage Preservation Commission shall have the power to vary or modify strict adherence to such provisions, or to interpret the meaning of such provisions, so as to relieve the difficulty or hardship, provided such variances, modifications, or interpretations shall remain in harmony with the general purpose and intent of such provisions, so that the architectural or historical integrity, or character of the property, shall be conserved and substantial justice done. In granting variances, the Commission may impose such reasonable and additional stipulations and conditions as will, in its judgment, best fulfill the purpose of this section. In no case, however, shall an undue hardship be based on a situation of the applicant's own making.

(Ord. No. 99-20, § 1, 11-23-99)

### Sec. 13-340. Expiration of approved certificates.

If substantial development or construction has not taken place within one (1) year of the date of approval of a certificate of appropriateness, such certificate shall be considered void unless a petition for a time extension has been granted by the Heritage Preservation Commission. Such extension request shall be submitted in writing at least thirty (30) days prior to expiration and shall state facts showing a good faith effort to complete work permitted under the original approval.

(Ord. No. 99-20, § 1, 11-23-99)



Sec. 13-350. Inspections.

After a certificate of appropriateness has been issued, and a building permit has been granted to commence work, the Community Development Director, Building Official, or their designee, may from time to time inspect the work authorized and take any action necessary to ensure compliance with the approved plans.

(Ord. No. 99-20, § 1, 11-23-99)

Sec. 13-360. Appeals.

Any person adversely affected by any determination made by the Heritage Preservation Commission relative to the issuance or denial of a certificate of appropriateness may appeal such determination to the City Council. Any such appeal must be filed within fifteen (15) days after the issuance of the determination.

(Ord. No. 99-20, § 1, 11-23-99)