

December 28, 2020

City of Saint Paul – Heritage Preservation Committee
City Hall Annex
25 West 4th Street, Suite 1400
Saint Paul, MN 55102

**Subject: Notice of Appeal for Heritage Preservation Committee Resolution
New Three-Townhouse Unit - 540 Portland Avenue.**

Dear City Council Members:

We submit this appeal on behalf of Sullivan Property Investments II, LLC (the “Owner/Applicant”), in reference to the Historic Preservation Commission (“HPC”) resolution to “deny”, at a second hearing on December 14, 2020, the application for construction of a New Three-Townhouse Unit (the “Project”) as a second principal structure, with address 540 Portland Avenue, on the rear yard of the existing parcel.

The HPC second hearing resolution for the above noted project, dated December 14, 2020, erred in fact to recognize the Applicant’s fulfillment of the requirement imposed by the commission to discuss the project with the neighbors to obtain feedback. As noted on the commission meeting minutes provided by the HPC staff:

“Intent of denial is not to deny the project, but to get the developer and neighborhood together and hopefully find a mutually acceptable project.”

It is worth noting that the project design has been based on strict compliance with the HPC guidelines, staff support and commissioners’ recommendations. Praise of the Project by the commissioners was received early on, during the pre-application public hearing, held on February 10, 2020

“This is a very sensitive design.”

“The porch design is preferred.”

“This is an elegant solution to a difficult site.”

The original HPC hearing was scheduled to be held on September 21, 2020, but after receiving notification by the HPC staff of some neighbors’ opposition to the project, which the Owner was unaware of, the original application was withdrawn by the Applicant to allow for neighbors to provide feedback so their comments could be taken into consideration. The Owner’s architect and contractor held two meetings with those neighbors: The first on Tuesday, September 22, 2020, sponsored by the HPC via Teams; And the second one, on Saturday, September 26, 2020, sponsored by the Applicant via Teams, also attended by the HPC staff. Additional meetings were held with neighbors on site from September 26 thru September 30, 2020.

As a result of the discussions with the neighbors, the design was modified and a revised package issued to the HPC on September 28, 2020, highlighting the changes pertaining to the discussions with the neighbors. The revisions to the application package included:

- *Revise garage overhead doors to white color in lieu of black.*
- *Delete glass panel from garage man doors, located on both sides on the new building. New side garage doors to be a solid panel to better differentiate them from side entries into the units.*
- *Add metal canopy above side entries into units A and C.*
- *Slide side dormers (approx. twelve inches) on both front and rear elevations of the house to not be aligned with side walls of the house.*

Also, concerns noted by the neighbors that were already addressed by the construction documents, but didn't require revisions were listed on the revised application package. They included:

- *Repair/replacement damaged retaining wall along west side of property.*
- *New sodding at front yard to fix eroded landscaping.*
- *No demolition of any existing structure.*
- *Civil engineering for storm water infiltration on site.*

Based on the full compliance with HPC guidelines the Project was approved unanimously (**motion passed 5-0**) by the HPC during the first hearing, dated October 5, 2020. In the words of the Commissioners, as documented in the meeting minutes provided by the HPC staff:

"Commissioners commended the thoroughness of the applicant's submission."

"Commissioners acknowledged and appreciated neighbors' concerns, but noted that the project meets all the criteria they are charged with addressing."

No changes to the application package were made from the HPC first hearing held on October, 5, 2020, to the second hearing, held on December 14, 2020. There were two rounds of votes: The first "approving" the application (**motion passed 4-3**); and the second "denying" the application (**motion passed 5-2**). The only direction provided by the resolution was to communicate with the neighborhood on any revision to the Project:

"The Heritage Preservation Commission denies the construction of a three-unit residential structure at 540 Portland Avenue, and recommends that the applicant communicate with the neighborhood on any revision of the project."

The decision to "deny" the Project on the second hearing, dated December 14, 2020, which contradicted the previous unanimous resolution to "approve" the application by the HPC on the first hearing, dated October 5, 2020, was based solely on comments received from neighbors in opposition to the Project requesting to be part of the design process, ignoring that the Applicant had already met with those neighbors and not taking into consideration positive feedback received from numerous neighbors in favor of the Project, nor the Summit-University District #9 Letter of Recommendation.

Opposition to the development of our neighborhoods is not uncommon, as change is not always easy to assimilate. We recognize the strong and vital community of Summit-University District, and we feel fortunate to be part of the neighborhood development for the uniqueness of this community and history. Preserving the character of the Historic Hill District and its significance in Saint Paul history and culture are reflected in the Project's architectural and urbanistic design.

CONCLUSION:

The Applicant respectfully asks the City Council to reverse the HPC resolution to “deny” the Applicant’s Project, as the HPC request to communicate with the neighbors had been already fulfilled prior to HPC’s resolution. Additional meetings with the neighbors do not warrant neighborhood consensus in regards to the Project. In this regard, the Applicant made a thorough effort to listen to the neighbors’ concerns, including Team meetings and submittal of revisions to the application package based on those discussions, which went beyond what is required by the City Ordinance and due process.

Additional information supporting the appeal statements has been provided in the Appendix (in chronological order) highlighting relevant information for the City Council members’ convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Carlos R. Perez', with a long horizontal stroke extending to the right.

Carlos R. Perez
Architect of Record
178 Robie Street West
Saint Paul, MN 55107

Cc: Allison Suhan Eggers, George Gause, Olov Strole

APPENDIX

All information included with this appendix is information on the HPC record, purview to Heritage Preservation Commissioners.

Index of appendixes:

- Appendix A:** HPC PRE-APPLICATION HEARING STAFF MINUTES – FEB 10, 2020
- Appendix B:** COMMUNICATION WITH NEIGHBORS IN OPPOSITION TO THE PROJECT – SEP, 2020
- Appendix C:** LETTERS OF SUPPORT FROM NEIGHBORS IN FAVOR OF THE PROJECT – SEP, 2020
- Appendix D:** APPLICATION PACKAGE REVISIONS BASED ON NEIGHBORS' COMMENTS – SEP 28, 2020
- Appendix E:** SUMMIT-DISTRICT #9 LETTER OF RECOMMENDATION – SEP 30, 2020
- Appendix F:** HPC STAFF REPORT NOTING FULL COMPLIANCE WITH HPC GUIDELINES – OCT5, 2020
- Appendix G:** HPC 1st HEARING UNANIMOUS RESOLUTION TO APPROVE THE PROJECT – OCT 5, 2020
- Appendix H:** HPC 1st HEARING STAFF MINUTES – OCT 5, 2020
- Appendix I:** HPC 2nd HEARING RESOLUTION TO DENY THE PROJECT – DEC 14, 2020
- Appendix J:** HPC 2nd HEARING STAFF DRAFT MINUTES – DEC 14, 2020

Appendix A

HPC PRE-APPLICATION HEARING STAFF MINUTES, DATED FEB 10, 2020

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION
CITY OF SAINT PAUL, MINNESOTA
City Hall/Court House, 15 Kellogg Boulevard West, Council Chambers**

February 10, 2020

Present: Teresa Kimker, Steve George, Casie Radford, Barbara Bezat, Stuart MacDonald, Paul Nelson, Robert Lubke

Absent: Leetta Douglas, Joseph Peroutka, David Wagner

Staff Present: George Gause, Christine Boulware, Allison Suhan-Eggers, Bill Dermody

Number of Public Present: 11

- I. **Call to Order** 3:30pm
- II. **Adoption of the Agenda** *Commissioner Bezat moved to adopt the agenda. Commissioner Lubke seconded the motion. **Motion passed 6-0.***
- III. **Conflicts of Interest** *Commissioner Radford's company worked on the National Registration designation for Hope Engine Company #3 at 1 South Leech Street.*
- IV. **Minutes**
*Minutes for January 27, 2020 were reviewed. Commissioner Bezat moved to recommend approval of the minutes. Commissioner George seconded the motion. **Motion passed 6-0.***
- V. **Pre-Application**
 - A. 542 Portland Avenue Pre-App Review New Construction
*Commissioners provided feedback on the pre-app review:
Will there be an easement onto Summit?
A fence will extend along Summit.
This is a very sensitive design.
The porch design is preferred.
This is an elegant solution to a difficult site.*
 - B. 2383 University Avenue Pre-App Review New Construction
*Commissioners provided feedback on the pre-app review:
Height and rhythm along University needs attention.
Materials don't match.
There is too much glass.
Ground floor looks unsupported.
Size overwhelms one-story structure.
Corner element for support perhaps.
Can a step back be considered?
Reinforce the tie to the historic district.*
- VI. **Public Hearing**
 - A. 466 Iglehart Avenue – Hill Heritage District – New Infill Construction
*Garage plans were omitted from the plan set, staff will review the garage.
Commissioners wanted to clarify the siding reveal was 4".
Foundation height was discussed at that 30" was proposed.
Commission thanked Habitat for Humanity for the changes to the design.*

*Commissioner Lubke moved to approve the draft resolution with addition of conditions #12 "Siding will be 6" LP Smartside lap siding with a 4" reveal exposure" and #13 "First floor height to be 30" above grade", as per the findings of fact, presented testimony, submitted documentation, and information provided in the staff report. Commissioner MacDonald seconded the motion. **Motion passed 6-0.***

VII. New Business

A. CLG Review National Register Nomination; Hope Engine Company #3
The Commission reviewed the nomination to the National Register of Historic Places for Hope Engine Company No. 3 fire station, located at 1 South Leech Street in Saint Paul, Minnesota.

*Commissioner Bezat moved that the HPC support the National Register designation the Hope Engine Company No. 3 fire station, located at 1 South Leech Street as per presented testimony, submitted documentation and information provided in the staff report. Commissioner Nelson seconded. **Motion passed 5-0 with Commissioner Radford abstaining.***

B. 2020 HP Staff Workplan
Staff shared the PED-HP staff workplan for 2020 with Commissioners.

VIII. Old Business

A. Gold Line BRT update
Staff updated the Commission on the Bus Rapid Transit plan for Saint Paul to Woodbury.

IX. Adjourn 5:10pm


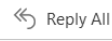


Appendix B

COMMUNICATION WITH NEIGHBORS IN OPPOSITION TO THE PROJECT – SEP, 2020

Below is the email chain to HPC staff George Gause concerning the application for new construction at 542 Portland Avenue. Emails are in order of date received.

Re: 542 Portland, second triplex

 Gar Hargens <gar@closearchitects.com>
To  Graybar, Matthew (CI-StPaul);  Gause, George (CI-StPaul)
Cc  Ann Schroder And Nick Marcucci;  WENDY SURPRISE;  Simon Jette-Nantel;  Missy Thompson;  Daniel Chouinard;
 John Sularz;  Sam Isaacson;  Elena Esters;  Patty Voje;  Claire Wahmanholm;  Daniel Lupton; **+4 others**
Retention Policy Inbox and Inbox sub-folders (6 months) Expires 3/11/2021
 You replied to this message on 9/13/2020 9:50 AM.

 Reply  Reply All  Forward 

Sat 9/12/2020 7:38 PM

Think Before You Click: This email originated **outside** our organization.

Hi Matt (and George),

I hope you're doing well.

Our Portland Ave. block (many neighbors already in the Cc: column) is now very concerned about the thought of a second triplex at 542. I've offered to collect comments and get them to you before the 18th. It would help us understand exactly what's being proposed if we could see some plans (site and floor) and any elevations or perspectives of the project. Is that possible?















Since we are in an HPC District, I also wonder how that review is planned.


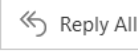


Thanks!

Gar


Gar Hargens AIA, NCARB
President/Owner
Close Associates Incorporated, Architects
612-339-0979 office and cell

RE: 542 Portland, second triplex

 Gause, George (CI-StPaul)
To  Gar Hargens;  Graybar, Matthew (CI-StPaul)
Cc  Ann Schroder And Nick Marcucci;  WENDY SURPRISE;  Simon Jette-Nantel;  Missy Thompson;  Daniel Chouinard;
 John Sularz;  Sam Isaacson;  Elena Esters;  Patty Voje;  Claire Wahmanholm;  Daniel Lupton; **+5 others**
Retention Policy Inbox and Inbox sub-folders (6 months) Expires 3/12/2021






 Reply  Reply All  Forward 

Sun 9/13/2020 9:18 AM

 Sullivan - Front View.jpg
744 KB

Gar,

This is scheduled to be heard by the HPC on Monday, September 21st at 3:30. I have attached the Summit Avenue perspective drawing that staff has received. The full set of plans and staff report will be on our website www.stpaul.gov/HPC by Tuesday of next week.

 **George Gause**
Historic Preservation Supervisor
Pronouns He/Him
Planning & Economic Development
25 4th Street West, ste 1400
Saint Paul, MN 55102
P: 651-266-6714
george.gause@ci.stpaul.mn.us
   

RE: 542 Portland, second triplex



Gause, George (CI-StPaul)

To ○ Gar Hargens

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/12/2021

↩ Reply ↩ Reply All → Forward ⋮

Sun 9/13/2020 9:51 AM

Gar,

Has the developer met with any of the neighbors about the project? If not, staff could sponsor a Skype meeting so this could be discussed prior to going in front of the HPC.

Re: 542 Portland, second triplex



Gar Hargens <gar@closearchitects.com>

To ● Gause, George (CI-StPaul)

Cc ● Graybar, Matthew (CI-StPaul); ○ Ann Schroder And Nick Marcucci; ○ WENDY SURPRISE; ○ Simon Jette-Nantel; ○ Missy Thompson; ○ Daniel Chouinard; ○ John Sularz; ○ Sam Isaacson; ○ Elena Esters; ○ Patty Voje; **+7 others**

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/12/2021

↩ Reply ↩ Reply All → Forward ⋮

Sun 9/13/2020 11:46 AM

Think Before You Click: This email originated **outside** our organization.

Thanks George,

The perspective is helpful but raises many questions. We'll look forward to seeing the additional drawings.

Gar

Gar Hargens AIA, NCARB
President/Owner
Close Associates Incorporated, Architects
612-339-0979 office and cell

Re: 542 Portland, second triplex



Gar Hargens <gar@closearchitects.com>

To ● Gause, George (CI-StPaul)

Cc ● Graybar, Matthew (CI-StPaul); ○ Ann Schroder And Nick Marcucci; ○ WENDY SURPRISE; ○ Simon Jette-Nantel; ○ Missy Thompson; ○ Daniel Chouinard; ○ John Sularz; ○ Sam Isaacson; ○ Elena Esters; ○ Patty Voje; **+7 others**

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/12/2021

↩ Reply ↩ Reply All → Forward ⋮

Sun 9/13/2020 1:41 PM

i You replied to this message on 9/14/2020 11:35 AM.

Think Before You Click: This email originated **outside** our organization.

We who are mostly West of 542 just heard about the project Friday. We have reached out to the Ramsey Hill Assoc. They heard on Thursday. I'll forward Jason's (Vice chairmen) message.

We would have expected to hear from the developer and would like to talk with now.

Thanks!

Fwd: 542 Portland?



Gar Hargens <gar@closearchitects.com>

To ● Gause, George (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months)

missy.staples.thompson@gmail.com

↩ Reply

↩ Reply All

→ Forward

Sun 9/13/2020

Expires 3/12/2021

Begin forwarded message:

From: Jason Patalonis <jtpatalonis@earthlink.net>
Date: September 13, 2020 at 1:27:45 PM CDT
To: Missy Thompson <missy.staples.thompson@gmail.com>
Subject: RE: 542 Portland?

No they have only presented to SUPC which approved their plans as has the HPC. We, the board, just heard about this at our Zoom board meeting on Thursday. Our SUPC rep had not reported on it.

I am not in favor bit look forward to connecting tomorrow. Got to run.

-----Original Message-----

From: Missy Thompson [<mailto:missy.staples.thompson@gmail.com>]
Sent: Sunday, September 13, 2020 1:24 PM
To: Jason Patalonis <jtpatalonis@earthlink.net>
Subject: Re: 542 Portland?

Happy to talk tomorrow, but quickly - has the 542 developer reached out to RHA?

Missy Staples Thompson
651-769-7183
missy.staples.thompson@gmail.com

540 Portland



Gause, George (CI-StPaul)

To ○ carlos@sketchesllc.com

Retention Policy Inbox and Inbox sub-folders (6 months)

↩ Reply

↩ Reply All

→ Forward



Mon 9/14/2020 8:40 AM

Expires 3/13/2021

Carlos,

I have heard from neighbors over the weekend about the ADU proposal. They say that no one spoke to them about the proposal. Although it is not required, we always suggest that applicants speak to surrounding property owners so they know that a project is coming.

I believe that this will cause the commission meeting to be difficult and likely result in the commission deferring the application until you meet with the neighbors.

I suggest going ahead and postponing the application to October 5th now and meeting with nearby neighbors for a discussion. Staff can sponsor a Skype meeting if you would like.

I need to know quickly since we need to post plans this afternoon.

Let me know.

RE: 540 Portland



carlos@sketchesllc.com

To Gause, George (CI-StPaul); Suhan Eggers, Allison (CI-StPaul)
Cc olov@swedishcraftsman.com

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/13/2021

Reply Reply All Forward

Mon 9/14/2020 11:12 AM

Think Before You Click: This email originated **outside** our organization.

George, Allison;

Thank you for bringing up to our attention the neighbor's concerns. We'll be glad to meet with the neighbors and go over their concerns in regard to our project. It would be great if you could sponsor the Skype meeting so everybody can participate. HPC participation would be greatly appreciated. In the meantime, please let us know if there is anything we can do to facilitate the process.

I reached out to Matthew Graybar this morning to bring him up to speed about the neighbor's concerns noted below. We may moved the variance out as well, so we can meet with the neighbors before the meeting with the Board of Zoning Appeals. We'll keep you posted in that regard.

Please consider this email official notification to postpone the HPC application for the meeting on October 5th.

Should you have any comments or questions, please let us know.

Best regards.

Ps. + Olov Strole, the project contractor.

Sketches LLC

Carlos R. Pérez | Architect | NCARB

RE: 542 Portland, second triplex



Gause, George (CI-StPaul)

To Gar Hargens

Cc Graybar, Matthew (CI-StPaul); Ann Schroder And Nick Marcucci; WENDY SURPRISE; Simon Jette-Nantel;
 Missy Thompson; Daniel Chouinard; John Sularz; Sam Isaacson; Elena Esters; Patty Voje; **+7 others**

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/13/2021

Reply Reply All Forward

Mon 9/14/2020 11:36 AM

I spoke with the architect. They will postpone the HPC meeting until October 5th to give time to meet with neighbors. I believe the BZA case is also postponed.

I can sponsor a Skype meeting. What are the times that neighbors can call in and discuss?

RE: 540 Portland



Gause, George (CI-StPaul)

To carlos@sketchesllc.com; Suhan Eggers, Allison (CI-StPaul)

Cc olov@swedishcraftsman.com

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/13/2021

Reply Reply All Forward

Mon 9/14/2020 11:40 AM

Ok,

I will reschedule you to the October 5th HPC meeting.

I will reach out to the neighbors and see what times are good for a Skype meeting.

Do you have some times that are better than others to meet?

Re: 542 Portland, second triplex



Gar Hargens <gar@closearchitects.com>

To Gause, George (CI-StPaul)

Cc Graybar, Matthew (CI-StPaul); Ann Schroder And Nick Marcucci; WENDY SURPRISE; Simon Jette-Nantel; Missy Thompson; Daniel Chouinard; John Sularz; Sam Isaacson; Elena Esters; Patty Voje; **+8 others**

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Mon 9/14/2020 1:52 PM

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/13/2021

You replied to this message on 9/14/2020 2:48 PM.

Think Before You Click: This email originated **outside** our organization.

That's great George. Thank you! That should give us all time to learn about and consider such an important project.

I'm glad to organize these neighbors but I wonder if the Skype discussion should be set up by the Ramsey Hill Association. They also just learned of this. We've reached out to them but haven't connected yet by phone. Feel free to notify them of your plan. We look forward to Zoning's posting of plans on Tuesday. Late afternoon is good for me for a Skype. Thursday is my only open day this week, next is better.

Thanks!

Gar

Gar Hargens AIA, NCARB
President/Owner
Close Associates Incorporated, Architects
612-339-0979 office and cell

RE: 542 Portland, second triplex



Gause, George (CI-StPaul)

To Gar Hargens

Cc Ann Schroder And Nick Marcucci; WENDY SURPRISE; Simon Jette-Nantel; Missy Thompson; Daniel Chouinard; John Sularz; Sam Isaacson; Elena Esters; Patty Voje; Claire Wahmanholm; Daniel Lupton; **+4 others**

[Reply](#) [Reply All](#) [Forward](#) [More](#)

Mon 9/14/2020 2:49 PM

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/13/2021

I folks could respond to this email with a time from the list that works best I can set up the Skype meeting:

Best time to meet

3:00pm	4:00pm	5:00pm	6:00pm	7:00pm	Other (write in)

Best day to meet

Thursday 9/17	Tuesday 9/22	Wednesday 9/23	Thursday 9/24	Other (write in)



George Gause

Historic Preservation Supervisor

Pronouns He/Him

Planning & Economic Development

25 4th Street West, ste 1400

Saint Paul, MN 55102

P: 651-266-6714

george.gause@ci.stpaul.mn.us

The Most Livable City in America



Re: 542 Portland, second triplex

 Gar Hargens <gar@closearchitects.com>
To  Ann Schroder And Nick Marcucci
Cc  Graybar, Matthew (CI-StPaul);  Gause, George (CI-StPaul);  WENDY SURPRISE;  Simon Jette-Nantel;  Missy Thompson;  Daniel Chouinard;  John Sularz;  Sam Isaacson;  Elena Esters;  Patty Voje;  Claire Wahmanholm; **+7 others**

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#) Expires [3/14/2021](#)

Tue 9/15/2020 10:04 AM

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Think Before You Click: This email originated **outside** our organization.

Hi Nick and thanks,

Missy and I just had time to give this a once over.

I agree with all you've said. I'm also disappointed that instead of following the Secretary of the Interior's Standards/instructions to design buildings that reflect our time (but respect the fenestration, massing, and materials of surrounding structures), this design is a poor amalgamation of historic house style(s). If treated as a carriage house (as you point out) it could have following the historic neighborhood pattern of large, simple, secondary structures and been also honored the Standards as a fairly simple, contemporary building. I also have many questions about parking and the variances.

It's distressing that many of us are just now learning about this project that apparently has been in the review process pre-pandemic.

Gar

Gar Hargens AIA, NCARB
President/Owner
Close Associates Incorporated, Architects
612-339-0979 office and cell



On Sep 14, 2020, at 6:50 PM, AnnNick SchroderMarcucci <alsnjm@gmail.com> wrote:

Gar, looking at the plans this project is similar to the placement of a typical Ramsey Hill carriage house - the issue is that is much larger, not of similar scale and tries to be a Summit Avenue mansion which it is not because of placement. It also looks like the additional parking does not take into account for the parking of the existing triplex needs and how it is used for parking today. I believe the design has merit on a much larger piece of property.

Nick Marcucci AIA

Sent from my iPad


HPC Notice

 Gause, George (CI-StPaul)
To  Gar Hargens

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#) Expires [3/16/2021](#)

Thu 9/17/2020 9:15 AM

[Reply](#) [Reply All](#) [Forward](#) [...](#)

 This is the most recent version, but you made changes to another copy. [Click here to see the other versions.](#)

Gar

I received your message. We have postponed the application from the 9/21 meeting to 10/5. We can't postpone any further or the application would be approved automatically due to our 60 day action rule in Ordinance (§73.06f Limitations).

The HPC agenda was posted in the Legal Ledger on September 10, 2020. Agendas are also sent out via Early Notification System (ENS) on September 10, 2020. We have no other notice obligations, but have been looking at other notice programs. Notice costs money and it will likely bring up the old argument of having a fee for HPC applications.

I recommend neighbors signing up for City ENS at www.stpaul.gov. It is the only way to be sure to have the latest, accurate information about what is happening.

I still have several people to hear for the meeting. As soon as I know I will send out the meeting invite.

542 Portland Avenue concerns



cathy maes <timcathymaes@gmail.com>

To ● Gause, George (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/16/2021



9/17/2020

You replied to this message on 9/17/2020 9:29 AM.

Think Before You Click: This email originated **outside** our organization.

Good morning George,

I hope that this email finds you well. I know that you are aware of the concerns about 542 Portland Ave as it pertains to the process, protocols, timeline and last minute letter informing the neighborhood of the pending hearing.

Could we have a conversation today? I propose that we dial back, reconvene the HPC and give the neighbors their ability to weigh in on a site that affects them. I would also appreciate you sharing the history of the site and timeline since the February 10 HPC pre-application meeting to today.

Thank you for your consideration.

--

Cathy Maes, Ramsey Hill Association President

952-992-0000 (cell)

RE: 542 Portland Avenue concerns

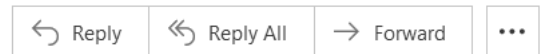


Gause, George (CI-StPaul)

To ○ 'tcmaes@comcast.net'

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/16/2021



Thu 9/17/2020 9:29 AM

Hi Cathy,

We have postponed the application from the 9/21 meeting to 10/5. We can't postpone any further or the application would be approved automatically due to our 60 day action rule in Ordinance (§73.06f Limitations).

The HPC agenda was posted in the Legal Ledger on September 10, 2020. Agendas are also sent out via Early Notification System (ENS) on September 10, 2020. We have no other notice obligations, but have been looking at other notice programs. Notice costs money and it will likely bring up the old argument of having a fee for HPC applications.

I recommend neighbors signing up for City ENS at www.stpaul.gov. It is the only way to be sure to have the latest, accurate information about what is happening.

540 Portland meeting



Gause, George (CI-StPaul)

To carlos@sketchesllc.com

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/16/2021

Reply Reply All Forward

Thu 9/17/2020 2:55 PM

Hi Carlos,

Looks like the most people can make 6:00pm on Tuesday September 22nd. Does that work for you?

RE: 540 Portland meeting



carlos@sketchesllc.com

To Gause, George (CI-StPaul)

Cc olov@swedishcraftsman.com

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/16/2021

Reply Reply All Forward

Thu 9/17/2020 3:33 PM

Think Before You Click: This email originated **outside** our organization.

Hi George – That will work great. I am copying Olov Strole the contractor. He'll be attending as well.

Thank you for organizing and helping put this together.

Sketches LLC

Carlos R. Pérez | Architect | NCARB

Neighborhood Meeting about new Carriage House at 540 Portland



Gause, George (CI-StPaul)

Required Gause, George (CI-StPaul); Gar Hargens; WENDY SURPRISE; Simon Jette-Nantel;

Missy Thompson; Daniel Chouinard; Ann Schroder And Nick Marcucci; + **14 others**

Optional Suhan Eggers, Allison (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/17/2021

No Response Required

Fri 9/18/2020 9:59 AM

As the meeting organizer, you do not need to respond to the meeting.

Tuesday, September 22, 2020 6:00 PM-7:00 PM Skype Meeting

← From Sep 19		Allison Vacation; Yellowstone National Park; Allison Suhan	To Sep 29 →
6 PM	Neighborhood Meeting about new Carriage House at 540 Portland Skype Meeting Gause, George (CI-StPaul)		
7			

This is a meeting concerning the HPC application for the new carriage house behind 542 Portland, addressed as 540 Portland. This meeting uses the program *Skype for Business* which is a free application available for download or you may use the call-in numbers on your phone.

This is a chance for neighbors to ask questions and present comments to the architect and builder of the project.

City of Saint Paul HP staff are sponsoring the meeting. No commissioners will be in attendance.

The application is scheduled to be heard at the October 5th HPC meeting.

Meeting tonight



Gause, George (CI-StPaul)

To timcathymaes@gmail.com

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/21/2021

Reply	Reply All	Forward	
-------	-----------	---------	--

Tue 9/22/2020 8:48

Hi Cathy,

Here are the parameters for tonight's meeting:

Meeting with Architect and Contractor concerning application to build carriage house at 540 (542) Portland Avenue.

- This meeting is in relation to the HPC application, not the BZA application
- This meeting is for residents to learn more about the application
- None of the discussion will be forwarded on to the HPC or BZA
- Send an email with comments you want to give the HPC to george.gause@stpaul.gov by Friday, October 2nd.

- This meeting is for questions about design, materials and placement the proposed project
- Residents can relate concerns about the design, materials and placement the proposed project
- Residents can relate suggestions about the design, materials and placement the proposed project
- NOT discussing the Use or number of units or zoning variances (that is a BZA issue)
- NOT discussing other issues
- Speakers have 2-3 minutes (please do not repeat comments)

Not sure if that may clear up any confusion. Give me a call if you would like to discuss.

RE: Neighborhood Meeting about new Carriage House at 540 Portland



Gause, George (CI-StPaul)

To [Gar Hargens](#); [WENDY SURPRISE](#); [Simon Jette-Nantel](#); [Missy Thompson](#); [Daniel Chouinard](#); [Ann Schroder And Nick Marcucci](#); [Emilia Mettenbrink](#); [Laura Kindseth](#); [Daniel Lupton](#); **+ 10 others**
Cc [Suhan Eggers, Allison \(CI-StPaul\)](#)

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/21/2021

Reply	Reply All	Forward	
-------	-----------	---------	--

Tue 9/22/2020 8:48

Here are the parameters for tonight's meeting:

Meeting with Architect and Contractor concerning application to build carriage house at 540 (542) Portland Avenue. 6:00pm

- This meeting is in relation to the HPC application, not the BZA application
- This meeting is for residents to learn more about the application
- None of the discussion will be forwarded on to the HPC or BZA
- Send an email with comments you want to give the HPC to george.gause@stpaul.gov by Friday, October 2nd.

- This meeting is for questions about design, materials and placement the proposed project
- Residents can relate concerns about the design, materials and placement the proposed project
- Residents can relate suggestions about the design, materials and placement the proposed project
- NOT discussing the Use or number of units or zoning variances (that is a BZA issue)
- NOT discussing other issues
- Speakers have 2-3 minutes (please do not repeat comments)

Please contact me if there are questions

RE: Neighborhood Meeting about new Carriage House at 540 Portland

 **carlos@sketchesllc.com**
To 'Gar Hargens'; 'WENDY SURPRISE'; 'Simon Jette-Nantel'; 'Missy Thompson'; 'Daniel Chouinard';
 'Ann Schroder And Nick Marcucci'; 'Emilia Mettenbrink'; 'Laura Kindseth'; 'Daniel Lupton'; + 10 others
Cc olov@swedishcraftsman.com; Graybar, Matthew (CI-StPaul); Gause, George (CI-StPaul);
 Suhan Eggers, Allison (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months) Expires 3/21/2021

 2020-09-14 HPC Neighbors Package.pdf.pdf 7 MB

Reply Reply All Forward

To all,


Thank you again for your participation and input during our Neighborhood Meeting today. We took note of all the comments so we can review them one by one. Making point of Missy's observation, it would have been ideal having this discussion in the earlier stages of the project, as probably we could have avoided some frustration. We have received very positive feedback during the application process and we weren't expecting a negative response from the neighbors. We have followed up all the necessary jurisdiction pre-requisites, including meeting with the Summit-University District, but additional engagement with the neighbors would have been also our preference.

Although we tried to address most comments as they were being posted during tonight's meeting, some comments will require follow up. We would be glad to sponsor another "un-official" meeting with the neighbors to address some of the open items, and also any other concerns that were not brought up during tonight's discussion (just to be clear, this would be an off the record meeting, and any comments you may have for the jurisdiction will need to be forwarded to the City through the proper channels). We would recommend using Teams platform for the follow up meeting, taking in consideration this is a large group and the current health safety concerns due to Covid19. We would like to tentatively propose a meeting time for this coming Saturday, September 26, in the afternoon or evening. With a large group like this is always hard to get a date and time that works for everybody, but I hope this works for most of you. It would be great if one of the neighbors could take charge to coordinate a specific time, so we can send the Teams invite no later than Thursday.





Per Anne's request, I have included a pdf version (reduced: code compliance and construction detailing have been removed) of the HPC package, including the site plan, floor plans, elevations and perspectives.

Thank you again for your time and consideration. Should you have any comments or questions, please let me know.


Notes from 540 meeting

 **Gause, George (CI-StPaul)**
To carlos@sketchesllc.com; olov@swedishcraftsman.com
Cc Suhan Eggers, Allison (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months) Expires 3/22/2021

 Reply  Reply All  Forward 

Wed 9/23/2020 9:25 AM

 You forwarded this message on 9/23/2020 9:26 AM.

Here are my notes from the September 22 meeting with neighbors concerning the carriage house at 540 Portland.

Design concerns

- There's too much structure on too little of a lot, volume is too much.*
- Carriage houses are typically much smaller.*
- Front door is unwelcoming.*
- Dormer alignment is an issue, it should be set in from the side walls.*

Other concerns

- Neighborhood didn't know the application had been submitted.*
- It is a Portland address, but Portland is the backside.*
- Structure is a carriage house that pretends to be a house.*
- What happens in front of the property on Summit Ave?*
- There's no parking, area between buildings is just hardscape-no green space.*

It is up to you how many follow up sessions you wish to have with the neighbors, but staff does need to post the staff report and documentation this Monday (September 28). If you are going to make drawing changes we would need them by then or you could withdraw the application and resubmit after some of this is worked out. If you withdraw and resubmit, it would show the commission that you made an attempt to listen to the neighborhood.

Re: Neighborhood Meeting about new Carriage House at 540 Portland



Ann Schroder/Nick Marcucci <alsnjm@gmail.com>

To ● Gause, George (CI-StPaul)

Cc ○ Gar Hargens; ○ Missy Thompson; ○ carlos@sketchesllc.com; ○ timcathymaes@gmail.com;

● Suhan Eggers, Allison (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/22/2021

↩ Reply

↩ Reply All

→ Forward

Wed 9/23/2020 10:4

📄 You replied to this message on 9/23/2020 11:30 AM.



September 23.pdf
283 KB

Think Before You Click: This email originated **outside** our organization.

George - attached is my thoughts on the proposed triplex. thanks Nick Marcucci

RE: Neighborhood Meeting about new Carriage House at 540 Portland



Gause, George (CI-StPaul)

To ○ Ann Schroder/Nick Marcucci

Cc ○ Gar Hargens; ○ Missy Thompson; ○ carlos@sketchesllc.com; ○ timcathymaes@gmail.com;

● Suhan Eggers, Allison (CI-StPaul)

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/22/2021

↩ Reply

↩ Reply All

→ Forward



Wed 9/23/2020 11:31 AM

Hi Nick got your email. Thank you, staff will forward this on to the HPC when the hearing occurs.

I did want to address the issue of notice.

The HPC has no formal ordinance requirement for neighborhood notice other than posting the agenda in the Legal Ledger ten days prior to a public hearing and sending the agenda out via the Saint Paul Early Notification System (ENS). Staff also post the staff report and documentation one week prior to a meeting on our website.

Staff does encourage applicants to speak with neighbors, but we can't enforce this as a requirement.

Staff is considering two forms of general notice (yard signs and letters), but who pays for the cost is a factor.

Re: Neighborhood Meeting about new Carriage House at 540 Portland



Gar Hargens <gar@closearchitects.com>

To carlos@sketchesllc.com

Cc WENDY SURPRISE; Simon Jette-Nantel; Missy Thompson; Daniel Chouinard; Ann Schroder And Nick Marcucci; Emilia Mettenbrink; Laura Kindseth; Daniel Lupton; Claire Wahmanholm; Mary Wiley; Patty Voje; **+11 others**

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/23/2021

Reply	Reply All	Forward	
-------	-----------	---------	--

Thu 9/24/2020 10:29 AM

Think Before You Click: This email originated **outside** our organization.

Hello Carlos,

Thank you for hearing us out on the call the other evening, and for your offer to facilitate further discussion. It is hard to gather all those interested. This weekend, Missy and I will be in a location with poor internet and cel coverage. If that is the preferred time, we will be glad to try to join you.

If we have trouble connecting over the weekend, here are a few more comments:

1. Missy and I walked the Summit side of the site this morning. I hope you will continue to reach out to the absent Summit owner on the East. Regardless, the idea of a false address on Summit is still unacceptable and adds additional construction cost for your client.
2. Secondly, the project is just too large for the site - witness all the requested variances.
3. I have some other thoughts but they should first be shared in discussion with you and our neighbors.

Thanks,

Gar

Re: Neighborhood Meeting about new Carriage House at 540 Portland



Ann Schroder/Nick Marcucci <alsnjm@gmail.com>

To Gause, George (CI-StPaul)

Cc Claire Wahmanholm; Dan Roth; Daniel Chouinard; Daniel Lupton; Elena Esters; Emilia Mettenbrink; Gar Hargens; John Sularz; Laura Kindseth; Mary Wiley; Mason Riddle (masonriddle@mac.com); **+9 others**

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 3/26/2021

Reply	Reply All	Forward	
-------	-----------	---------	--

Sun 9/27/2020 4:14 PM

Think Before You Click: This email originated **outside** our organization.

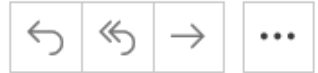
For everyone's information, within a block at the corner of Portland and Mackubin a new 90% solid wood fence (6' but reading the zoning 7' is allowed) has been added along the street property line to a historic house. So, I would think if the people on Summit could do anything they want regarding a fence after these units are built. (During Saturday's online meeting, the developer mentioned that there would no way the Summit Ave. owners could add a wood fence.)

Nick Marcucci

RE: Neighborhood Meeting about new Carriage House at 540 Portland



carlos@sketchesllc.com



To 'Ann Schroder/Nick Marcucci'; Gause, George (Cl-StPaul)

9/27/2020

Cc 'Claire Wahmanholm'; 'Dan Roth'; 'Daniel Chouinard'; 'Daniel Lupton';
 'Elena Esters'; 'Emilia Mettenbrink'; 'Gar Hargens'; 'John Sularz'; + 12 others

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/26/2021

Think Before You Click: This email originated outside our organization.

Hi Nick – Good afternoon and thank you for your note; It was me who made that comment.

Just want to clarify where I was coming from with my comment. Since cedar fences are not a common feature along Summit Avenue front yards (I am not aware of any along the five miles), I would think that type of screening wouldn't be allowed by the HPC as it doesn't match the standard fencing along Summit. Picket fences and planning are the common screening. I don't want to make this into an argument, but I just want to make sure it was clear where I was coming from. Excuse me if my comment was misleading.

We are providing a picket fence a long the front of our project to delineate the property line on the south side, as shown on the image below.



Summit Avenue Elevation

540 Portland Avenue - Revisions from Neighbors



carlos@sketchesllc.com

To ● Gause, George (CI-StPaul); ● Suhan Eggers, Allison (CI-StPaul)
Cc ○ olov@swedishcraftsman.com; ● Graybar, Matthew (CI-StPaul)

Reply Reply All Forward ...

Mon 9/28/2020 1:56 AM

Retention Policy Inbox and Inbox sub-folders (6 months)

Expires 3/27/2021

2020-09-28 540 Portland Narrative FINAL with Neighbors Comments.pdf
3 MB

Hi George, Allison – Good morning;

What a week – It feels now as we are passing the baton to you. We wanted to make sure we put the revised package in your hands early in the morning so you can have as much as time as possible to complete your report. We have highlighted in color the changes to make it easy for you to identify any changes.

This is a brief summary of the changes included:

- Revisions to the narrative (see attached pdf):
 - Revisions to the lot width variance per Matt request. The variance was reduced to 60 ft, in lieu of 73.92 ft., because the existing triplex is non-conforming.
 - Revisions to the narrative for lot area variance to include increased density comment.
 - New section added to summarize comments from neighbors being implemented, including drawings of those changes.
 - The changes are pretty minor and if approved by the HPC they will be easy to implement in the construction package.
 - In my opinion, they are good comments and improve the project. They include:
 - Revise garage overhead doors to white color in lieu of black.
 - Delete glass panel from garage man doors, located on both sides on the new building. New side garage doors to be a solid panel to better differentiate them from side entries into the units.
 - Add metal canopy above side entries into units A and C.
 - Slide side dormers (approx. twelve inches) on both front and rear elevations of the house to not be aligned with side walls of the house.
 - Not all comments received from the neighbors were implemented, since some of them completely deviated from the design concept and also from the HPC guidance and recommendations during the preliminary hearing.
 - Letters of support from the neighbors have been added to the report.
- Revisions to the Drawing Package (to follow up on a second email):
 - Includes revisions to the lot width variance noted above.

And that is it 😊. We are really excited about the project, and we are looking towards the HPC hearing on the 5th. Please use this email as official notification of our intent to be included in the agenda for that day. I noticed Barbara Bezat won't be attending. Hopefully she has an opportunity to vote via email.

Thank you so much for all the help!!!

Re: Comments on Requested Variance for 540 Portland Avenue



Mason Riddle <masonriddle@mac.com>

To

Cc **+9 others**

Retention Policy [Inbox and Inbox sub-folders \(6 months\)](#)

Expires 4/3/2021

Reply	Reply All	Forward	
-------	-----------	---------	--

Mon 10/5/2020 12:41 PM

Hello All-

I am the Heritage Preservation Chair of the Ramsey Hill Association. I have listened with great interest to everyone's thoughts, ideas, opinions and recommendations for and about the proposed 540 Portland triplex. I participated in the last Zoom session on the project, and decided to simply listen. I agree with most of what was said.

With regard to parking, the design for 540 Portland does include 3 incorporated parking spaces for the 3 units, and perhaps I am unclear on others' positions, but there seems to be the notion that there is no parking.

I attended the HPC meeting on Monday 2.10.20, at great length, when this project was presented. As I recall, I was one of a few, if not the only person in the room other than those related to the project (and other projects on the agenda). There was discussion, and attention paid to the Summit facing facade. I think less so to the Portland facing facade, as it is largely obscured by the current standing structure.

I addressed 540 Portland three days later on 2.13.20 at the RHA board meeting, but no discussion took place.

Then, we were all mired in our tracks by 3.15.20. HPC could not address projects at meetings, as we all know.

Again, I agree with what has been stated about this project. Its size and massing do indeed visually and physically overwhelm the site; the footprint is too large, and the variances are an issue. Peter Carlson has done a thorough job, as always, ferreting out the issues and details (and who I added to this email thread). As have others. Thank you.

I would encourage everyone to sign on to the HPC mailing list, if you are not already. Needless to say, the 540 project has been in the works for many months, and many issues are being brought to the table, all warranted, but far into the design process. The HPC meeting was 8 months ago. I also understand that the SUC approved the 540 project at their September meeting.

This is a controversial project. Consequently, I believe it is important to be civil and respectful to each other in these stressful times, particularly on such heated topics, when we can't meet in person. I found respect lacking in a few comments made to Carlos, which made me wince. He was polite and listening to all comments. And answering questions respectfully.

I think with collaboration and respect, a solution will be found and, hopefully, the 540 Portland project will not be built as currently designed.

Thank you.

Sincerely,

Mason Riddle

Sketches L.L.C.

Appendix C

LETTERS OF SUPPORT FROM NEIGHBORS IN FAVOR OF THE PROJECT – SEP, 2020

Sketches L.L.C.

Address: 178 Robie Street West, St. Paul, MN 55107 / phone: 651.222.3444 / email: carlos@sketchesllc.com

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION

The following list summarizes the letters of support provided by the neighbors, showing agreement with the project approach and design. Additional letters from neighbors are expected prior to the October 5th meeting. Scans of the original signed letters have been also attached:

Letter of Support #1:

Name: Andrea Wollenberg
Address: 555 Summit Ave. #1, St. Paul, MN 55102
Comments: Design looks great!

Letter of Support #2:

Name: Sam Wolff
Address: 555 Summit Ave. #2, St. Paul, MN 55102
Comments: I think it would be an IMPROVEMENT.

Letter of Support #3:

Name: Miranda Langerin
Address: 579 Summit Ave., St. Paul, MN 55102
Comments: New to the area – As long as the new development upholds the integrity of the neighborhood’s history, I believe a new development could benefit the community.

Letter of Support #4:

Name: Wood Foster
Address: 500 Holly #1, St. Paul, MN 55102
Comments: I see nothing wrong w/the general concept or design. Neighbors are concerned about “overuse” of a narrow driveway with poor visibility for drivers coming out of Portland. It might be helpful to have about 10-15 feet of “NO PARKING” on both sides of the driveway exit, but this might inconvenience other residents on each side of the driveway exit. Good lighting might be considered too.

Letter of Support #5:

Name: Andor Lolthus
Address: 624 Summit Avenue #7, St. Paul, MN 55105
Comments: Love the Dutch roof, would fit very nicely.

Letter of Support #6:

Name: Gregory Hurley
Address: 312 Summit Avenue, St. Paul, MN 55102
Comments: Love the Dutch roof, would fit very nicely.

Letter of Support #7:

Name: Leslie Trifilio
Address: 744 Laurel Avenue, St. Paul, MN 55104
Comments: Looks like a good fit.

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION

Letter of Support #8:

Name: Donald Nixdorf

Address: 908 Grand Avenue, St. Paul, MN 55105

Comments: I feel very proud of our architectural heritage of our neighborhood, and in particular along Summit Avenue. I often enjoy walks and bike rides along the property, and I love to show off Summit when I have visiting family and friends. I think the proposed project is very respectful of the surrounding architecture, thereby complementing the neighborhood nicely. The variances requested are reasonable. Nice Job! I agree.

Letter of Support #9:

Name: Chris Garrison

Address: 593 Summit Avenue

Comments:

- Front elevations fits on Summit
- Variances are appropriate to maintain summit façade.
- Porches add to pedestrian scale.
- I look forward to see the material selections.
- I am an architect and I appreciate the historical references to the area.

Letter of Support #10:

Name: Pat Hassett

Address: 602-1 Summit Avenue, St. Paul, MN 55102

Comments: We live 1 block away from the site and would enjoy the improvement to the lot.

Letter of Support #11:

Name: Autumn McKinney

Address: 705 Summit Avenue, St. Paul, MN 55105

Comments: I think the design fits very well with the neighborhood and compliments it very much and would be a great addition.

Letter of Support #12:

Name: Trisha Stachowski

Address: 894 Grand Avenue, St. Paul, MN 55105

Comments: Good luck! I think it would go wonderful with the neighborhood.

Letter of Support #13:

Name: John Christenson

Address: 495 Marshal Avenue, St. Paul, MN 55102

Comments: The house will be a nice addition to the block.

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION

Letter of Support #14:

Name: Ana Meyer

Address: Comment provided via email at annachristinemeyer@gmail.com

Comments: The design looks very tasteful and fitting with the other homes on Summit Avenue. I see no concerns with this construction moving ahead. Thanks.

Letter of Support #15:

Name: Denise Stein

Address: 565 Portland Avenue, Saint Paul, MN 55102

Comments: Great idea, nice looking home. Hate the old chain link fence.

Letter of Support #16:

Name: Leslie Ferry

Address: 672 Summit Avenue #301, Saint Paul, MN 55105

Comments: Ok as long as architecture blends in with surrounding homes.

Letter of Support #17:

Name: Dan Cusick

Address: 436 Ashland Ave., Saint Paul, MN 55102

Comments: Looks like a beautiful home that will fit well in the neighborhood.

Refer to following pages for scanned originals.



Summit Avenue Elevation

Name: Andrea Wollenberg
Address: 555 Summit Ave 1
Email: andrea.wollenberg@gmail.com
Phone: 612.735.1201

Comments: Design looks great!

Signature: AWollenberg
Date: 9-26-20



Summit Avenue Elevation

Name: SAM WOLFF
Address: 557 Summit Ave
Email: —
Phone: 651 334 1746

Comments: I think it would
be an IMPROVEMENT

Signature: SJW.

Date: 26 Sept 2020



Summit Avenue Elevation

Name: Miranda Langerin
Address: 579 Summit Ave
Email: mroselangerin@gmail.com
Phone: 218 689 6473

Comments: New to the area - As long as the new development upholds the integrity of the neighborhood's history, I believe a new development could benefit the community.

Signature:

Miranda Langerin

Date:

9-26-20



Summit Avenue Elevation

Name:

WOOD FOSTER

Address:

500 HOLLY #1

Email:

woodfooster@siegelbrill.com

Phone:

612 816 4810

Comments:

I see nothing wrong w/ the general concept or design. Neighbors are concerned about "overuse" of a narrow driveway with poor visibility for drivers coming out to Portland. It might be helpful to have about 10-15 feet of "NO PARKING" on both sides of the driveway exit, but this might inconvenience other residents on each side of the driveway exit. Good lighting might be considered too.

Signature:

Date:

Wood Foster 9/25

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name:

Anders Lottens

Address:

624 Summit Ave #7

Email:

anderskyal@gmail.com

Phone:

218 407-2382

Comments:

Love the Dutch root
would fit very nicely

Signature:

Date:

Anders Lottens
9/27/2020

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name:

Fredrick Hurkly

Address:

312 Summit Ave

Email:

fred@hurkly.com Yahoo.com

Phone:

651-443-1470

Comments:

Looks completely lovely and appropriate for this space

Signature:

Fredrick Hurkly

Date:

9/27/2020



Summit Avenue Elevation

Name: Leslie Trifilio
Address: 744 Laurel Ave
Email: leslie.trifilio@gmail.com
Phone: 651-235-6149

Comments: looks like a good fit

Signature: Leslie Trifilio

Date: 9-27-2020



Summit Avenue Elevation

Name:

Donald Nixdorf

Address:

908 Grand Avenue, 55105

Email:

nixdorf@umn.edu

Phone:

612-703-3093

Comments:

I feel very proud of our architectural heritage of our neighborhood, and in particular along Summit Avenue. I often enjoy walks and bike rides along the property, and I love to show off Summit when I have visiting family & friends. I think this proposed project is very respectful of the surrounding architecture, thereby complementing the neighborhood nicely. The variances requested are reasonable. Nice job! I agree.

Signature:

Date:

9/27/2020



Summit Avenue Elevation

Name: CHRIS GARRISON
Address: 593 SUMMIT AVE
Email: CGARRISON@GARRISON-ARCHITECTS.COM
Phone: 612-801-7319

Comments: ^{FRONT} ~~UPPER~~ ELEVATIONS FITS ON SUMMIT
 VARIANCES ARE APPROPRIATE TO MAINTAIN SUMMIT FACADE.
 PORCHES ADD TO PEDESTRIAN SCALE
 I LOOK FORWARD TO SEE THE MATERIAL SELECTIONS.
 I AM AN ARCHITECT AND I APPRECIATE THE HISTORICAL REFERENCES TO THIS AREA.

Signature: _____

Date: _____


9/29/20

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name: PAT HASSETT
Address: 602-1 Summit Ave, St Paul, MN 55102
Email: pmhasset@gmail.com
Phone: 651-592-1687

Comments: We live 1 block away from the site and would enjoy the improvement to the lot.

Signature: _____

Date: 9/29/20

540 PORTLAND AVENUE – New three-unit townhouse



Summit Avenue Elevation

Name: Autumn McKinney
Address: 705 Summit Ave
Email: autumn5453@gmail.com
Phone: 612-223-1349

Comments: I think the design fits very well
with the neighborhood and compliments
it very much and would be a great
addition.

Signature:

A handwritten signature in black ink, appearing to read "Autumn McKinney".

Date:

09/29/2020

540 PORTLAND AVENUE – New three-unit townhouse



Summit Avenue Elevation

Name: Trisha Stachowski
Address: 894 Grand Ave #301 St. Paul, MN 55105
Email: trishastachowski@yahoo.com
Phone: 651-307-6561

Comments: Good luck! I think it would go wonderful
with the neighborhood

Signature: _____

Date: _____

TS
9/29/2020

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name:

John Christensen

Address:

495 Marshall Ave

Email:

svict0304@hotmail.com

Phone:

62342986

Comments:

The house will be a nice addition to the block.

Signature:

Date:

9/21/20

540 PORTLAND AVENUE – New three-unit townhouse



Summit Avenue Elevation

Name: Ana Meyer

Address: Comment provided Via email (refer to next page)

Email: annachristinemeyer@gmail.com

Phone: _____

Comments: The design looks very tasteful and fitting with the other homes on Summit Avenue.

I see no concerns with this construction moving ahead.

Thanks

Signature: Ana

Date: 9/28/2020

From: Anna Meyer <annachristinemeyer@gmail.com>
Sent: Monday, September 28, 2020 8:48 AM
To: carlos@sketchesllc.com
Subject: Re: 540 Porland Avenue - Letter of support

Hi Carlos

The design looks very tasteful and fitting with the other homes on Summit Avenue. I see no concerns with this construction moving ahead.

Thanks

Anna

On Sun, Sep 27, 2020 at 3:54 PM <carlos@sketchesllc.com> wrote:

Hi Anna – Good afternoon;

Nice meeting you and chatting with you this morning. I am glad we ran into each other. Thank you for taking your time to listen and being involved.

As promised, please find attached a summary package of our project, showing the site plan, floor plans and elevations. Should you have any comments, please do not hesitate to contact me. I'll be happy to answer any questions you may have.

Thank you again for taking your time to review the drawings and provide feedback. It is greatly appreciated.

Have a good rest of the weekend!

[Sketches LLC](#)

Carlos R. Pérez | Architect | NCARB

Phone No: 651-222-3444

carlos@sketchesllc.com

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name: Denise Stein
Address: 565 Portland Ave
Email: denise.ms11 @ a. mail
Phone: 651 666-3347

Comments: Great Idea, nice looking home. Hate the old chain link fence

Signature: Denise Stein
Date: 9-30-2020



Summit Avenue Elevation

Name: Leslie Ferry
Address: 672 Summit Ave #301
Email: les.ferry@gmail.com
Phone: _____

Comments: Ok as long as architecture
blends in with surrounding
homes

Signature: _____

Date: 9/30/2020

540 PORTLAND AVENUE - New three-unit townhouse



Summit Avenue Elevation

Name:

Dan Curick

Address:

436 Ashland Ave

Email:

dancurick237@msn.com

Phone:

651-528-9942

Comments:

Looks like a beautiful house that
will fit well in the neighborhood.

Signature:

Dan C-8

Date:

9-30-20

Appendix D

APPLICATION PACKAGE REVISIONS BASED ON NEIGHBORS' COMMENTS – SEP 28, 2020

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION

07. PROPOSED REVISIONS DUE TO NEIGHBORS' CONCERNS:

Original application for HPC final meeting on Monday, September 21, was withdrawn to allow for the neighbors to provide comments in regard to the design of the project. Two meetings were held with the neighbors, one on Tuesday, September 22 (sponsored by the HPC), and another one on Saturday, September 26. In both meetings, participants were allowed to express their opinion in regard to the project and notes were taken to review and evaluate them individually.

Some of the comments provided by the neighbors completely deviated from the design philosophy of the project and HPC recommendations. Comments regarding scale, location and architecture style use on the project have been discarded, as they contradict the principles of the proposed design and also the direction provided by the HPC during the preliminary meeting.

The following is a summary of revisions that would like for the HPC to consider for implementation based on the comments received from the neighbors.

- Revise garage overhead doors to white color in lieu of black.
- Delete glass panel from garage man doors, located on both sides on the new building. New side garage doors to be a solid panel to better differentiate them from side entries into the units.
- Add metal canopy above side entries into units A and C.
- Slide side dormers (approx. twelve inches) on both front and rear elevations of the house to not be aligned with side walls of the house.



Image 10a - Revised front elevation view showing implemented changes noted above.

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION



Image 10b - Revised front elevation with revised location of side dormers (12" towards the center).



Image 10c - Revised Rear elevation with white garage doors and revised side dormer locations.

540 PORTLAND AVENUE THREE-UNIT TOWNHOUSE
HERITAGE PRESERVATION COMMISSION APPLICATION



Image 10d - Revised Rear elevation with white garage doors and revised side dormer locations.

The following comments summarize concerns that the neighbors had brought up during our discussion, but the project already included:

- Repair/replacement damaged retaining wall along west side of property.
- New sodding at front yard to fix eroded landscaping.
- No demolition of any existing structure.
- Civil engineering for storm water infiltration on site.

08. CONCLUSION:

We recognize the strong and vital community of Summit-University District and we feel fortunate to be part of the neighborhood development for the uniqueness of this community and history. Preserving the character of the Historic Hill District and its significance in Saint Paul history and culture are reflected on the project architectural and urbanistic design.

We appreciate all the feedback provided by the HPC staff and we are looking forward the committee review and comments.

END OF NARRATIVE

Appendix E

SUMMIT-DISTRICT #9 LETTER OF RECOMMENDATION – SEP 30, 2020



SUMMIT-UNIVERSITY PLANNING COUNCIL

627 A Selby Ave
Saint Paul, MN
651.228.1855
summit-university.org

9/30/2020

Matthew Graybar
Board of Zoning and Appeals
390 City Hall
15 Kellogg Blvd. West
Saint Paul, MN 55102

Re: 540 Portland

Dear Mr. Graybar,

The Summit-University Planning Council supports the requested variances for 540 Portland. Increasing density is a need across all of Saint Paul, and we are pleased to see that this project keeps that need in mind and works to address it.

Building under unit parking to handle the potential increase in cars (though as a city we are moving towards owning cars less and less) is very respectful of neighbors, especially since a few do not have off street parking. We know that this adds to the budget, and we appreciate that they have prioritized it.

We also understand that new construction in this area can be very expensive due to design specifications in the Historic District. The project manager noted that this would not cause an increase in cost for the units, and that they would be priced at 10% below the average in Ramsey Hill.

Please contact us if you have any questions.

Thank you,

Jens Werner
Executive Director
Summit-University Planning Council
627 Selby Ave Suite A
Saint Paul, MN 55104

Appendix F

HPC STAFF REPORT NOTING FULL COMPLIANCE WITH HPC GUIDELINES – OCT 5, 2020

**CITY OF SAINT PAUL
HERITAGE PRESERVATION COMMISSION STAFF REPORT**

FILE NAME: 540 Portland Avenue

APPLICANT: Carlos R. Perez

DATE OF PUBLIC HEARING: October 5, 2020

HPC SITE/DISTRICT: Historic Hill Heritage Preservation District

CLASSIFICATION: New construction

STAFF INVESTIGATION AND REPORT: Allison Eggers

A. SITE DESCRIPTION:

The existing site is currently divided into two parcels (one of which is land locked), which will be combined into a single lot to be able to comply with the City Zoning Ordinances. An existing triplex residence sits on the north side of the lot, facing Portland Avenue. This existing structure is to remain.

The rear yard is currently used for off-street parking, with loose gravel ground surface and chain link fence enclosure, approximately six (6) feet in height. Screening cedar boards (deteriorated) cover the south side of the chain link fence, facing Summit Avenue.

B. PROPOSED CHANGES:

The applicant proposes to construct a three-unit townhouse on the rear yard of the property in a Dutch Colonial style to relate to the house at 542 Portland. They propose to use smooth 4" LP smart siding, 7" shake board for the dormers, aluminum clad wood double-hung windows, and black asphalt shingles. Porch railings will be wood and the fence surrounding the property will be metal, painted black except for the fence that will screen the off-street parking which will be cedar. The garage doors facing Portland Avenue will be individual doors with glass lites at the top.

C. BACKGROUND:

This project was at the February 10, 2020 meeting for a pre-application review (it was reviewed as 542 Portland, but has since been assigned a new address). The HPC recommended the rear façade have a covered front porch to better relate to the architectural rhythm of Summit Avenue.

D. STAFF COMMENTS:

The uniqueness of the site of the structure requires it to relate to both the main structure on the parcel as well as relate to the continuity of Summit Avenue as it is set 100 feet from the frontage line of Summit Avenue. The design relates to the relative massing and characteristics of neighboring Summit Avenue properties while relating and appearing secondary to the Portland Avenue residence with which it shares a parcel.

E. GUIDELINE CITATIONS:

Sec. 74.65 Historic Hill Heritage Preservation District Guidelines for New Construction:

Guideline	Meets Guideline?	Comments
(a) <i>General Principles:</i> The basic principle for new construction in the Historic Hill District is to maintain the district's scale and quality of design. The Historic Hill District is architecturally diverse within an overall pattern of harmony and continuity. These guidelines for new construction focus on general rather than specific design elements in order to	Yes	The design is compatible with the size, scale, massing, height, rhythm, setback, material, and building elements and character of surrounding structures and the area.

encourage architectural innovation and quality design while maintaining the harmony and continuity of the district. New construction should be compatible with the size, scale, massing, height, rhythm, setback, color, material, building elements, site design, and character of surrounding structures and the area.		
(b) <i>Massing and Height:</i> New construction should conform to the massing, volume, height and scale of existing adjacent structures. Typical residential structures in the Historic Hill District are twenty-five (25) to forty (40) feet high. The height of new construction should be no lower than the average height of all buildings on both block faces; measurements should be made from street level to the highest point of the roofs. (This guideline does not supersede the city's zoning code height limitations.)	Yes	The structure relates to the massing, volume, height, and scale of existing adjacent structures. It is still subordinate in height to the primary structure on the parcel as well as the neighboring structures on Summit Ave.
(c) <i>Rhythm and Directional Emphasis:</i> The existence of uniform narrow lots in the Historic Hill District naturally sets up a strong rhythm of buildings to open space. Historically any structure built on more than one (1) lot used vertical facade elements to maintain and vary the overall rhythm of the street rather than interrupting the rhythm with a long monotonous facade. The directional expression of new construction should relate to that of existing adjacent structures.	Yes	The structure contributes to the rhythm of Summit Avenue and its directional emphasis relates to that of the surrounding structures.
(d) <i>Material and Details:</i> (1) Variety in the use of architectural materials and details adds to the intimacy and visual delight of the district. But there is also an overall thread of continuity provided by the range of materials commonly used by turn-of-the-century builders and by the way these materials were used. This thread of continuity is threatened by the introduction of new industrial materials and the aggressive exposure of earlier materials such as concrete block, metal framing and glass. The purpose of this section is to encourage the proper use of appropriate materials and details.	Yes	The proposed materials and details are appropriate for the district.
(d) <i>Material and Details:</i> (2) The materials and details of new construction should relate to the materials and details of existing nearby buildings	Yes	The smooth lap siding and shake details as well as the aluminum clad wood windows relate to the district as well as the primary residence.
(d) <i>Material and Details:</i> (3) Preferred roof materials are cedar	Yes	The architectural asphalt shingles meet the guideline and the black

<p>shingles, slate and tile; asphalt shingles which match the approximate color and texture of the preferred materials are acceptable substitutes. Diagonal and vertical siding are generally unacceptable. Imitative materials such as asphalt siding, wood-textured metal or vinyl siding, artificial stone, and artificial brick veneer should not be used. Smooth four-inch lap vinyl, metal or hardboard siding, when well installed and carefully detailed, may be acceptable in some cases. Materials, including their colors, will be reviewed to determine their appropriate use in relation to the overall design of the structure as well as to surrounding structures.</p>		<p>color relates to the Dutch Colonial style of the structure as well as relates to the main residence at 542 Portland Ave.</p>
<p>(d) <i>Material and Details:</i></p> <p>(4) Color is a significant design element, and paint colors should relate to surrounding structures and the area as well as to the style of the new structure. Building permits are not required for painting and, although the heritage preservation commission may review and comment on paint color, paint color is not subject to commission approval.</p>	<p>Yes</p>	<p>The white siding, black roof, white trim and black windows are in keeping with the Dutch Colonial style.</p>
<p>(e) Building Elements (1) <i>Roofs:</i></p> <p>a. There is a great variety of roof treatment in the Historic Hill District, but gable and hip roofs are most common. The skyline or profile of new construction should relate to the predominant roof shape of existing adjacent buildings.</p> <p>b. Most houses in the Historic Hill District have a roof pitch of between 9:12 and 12:12 (rise-to-run ratio). Highly visible secondary structure roofs should match the roof pitch of the main structure, and generally should have a rise-to-run ratio of at least 9:12. A roof pitch of at least 8:12 should be used if it is somewhat visible from the street, and a 6:12 pitch may be acceptable in some cases for structures which are not visible from the street.</p> <p>c. Roof hardware such as skylights, vents and metal pipe chimneys should not be placed on the front roof plane.</p>	<p>Yes</p>	<p>The roof design relates to the roof shape and pitch of the existing primary structure.</p> <p>No skylights are proposed.</p>

<p>(e) (2) <i>Windows and doors:</i></p> <p>a. The proportion, size, rhythm and detailing of windows and doors in new construction should be compatible with that of existing adjacent buildings. Most windows on the Hill have a vertical orientation, with a proportion of between 2:1 and 3:1 (height to width) common. Individual windows can sometimes be square or horizontal if the rest of building conveys the appropriate directional emphasis. Facade openings of the same general size as those in adjacent buildings are encouraged.</p> <p>b. Wooden double-hung windows are traditional in the Historic Hill District and should be the first choice when selecting new windows. Paired casement windows, although not historically common, will often prove acceptable because of their vertical orientation. Sliding windows, awning windows, and horizontally oriented muntins are not common in the district and are generally unacceptable. Vertical muntins and muntin grids may be acceptable when compatible with the period and style of the building. Sliding glass doors should not be used where they would be visible from the street.</p> <p>c. Although not usually improving the appearance of building, the use of metal windows or doors need not necessarily ruin it. The important thing is that they should look like part of the building and not like raw metal appliances. Appropriately colored or bronze-toned aluminum is acceptable. Mill finish (silver) aluminum should be avoided.</p>	<p>Yes</p>	<p>The size, rhythm, and detailing as well as the overall material and configuration of the proposed aluminum clad wood windows meets the guideline.</p>
<p>(e) (3) <i>Porches and decks:</i></p> <p>a. In general, houses in the Historic Hill District have roofed front porches, while in most modern construction the front porch has disappeared. Front porches provide a transitional zone between open and closed space which unites a building and its site, semiprivate spaces which help to define the spatial hierarchy of the district. They are a consistent visual element in the district and often introduce rhythmic variation, clarify scale or provide vertical facade elements. The porch treatment of new structures should relate to the porch treatment of existing adjacent structure. If</p>	<p>Yes</p>	<p>The porch relates to the primary facades of neighboring residences on Summit Avenue as well as the front porch on the primary structure.</p>

<p>a porch is not built, the transition from private to public space should be articulated with some other suitable design element.</p> <p>b. Open porches are preferable, but screened or glassed-in porches may be acceptable if well detailed. Most, but not all, porches on the Hill are one (1) story high. Along some streets where a strong continuity of porch size or porch roof line exists, it may be preferable to duplicate these formal elements in new construction. The vertical elements supporting the porch roof are important. They should carry the visual as well as the actual weight of the porch roof. The spacing of new balustrades should reflect the solid-to-void relationships of adjacent railings and porches. Generally, a solid-to-void proportion between 1:2 and 1:3 is common in the Historic Hill.</p> <p>c. Decks should be kept to the rear of buildings, should be visually refined, and should be integrated into overall building design. A raised deck protruding from a single wall usually appears disjointed from the total design and is generally unacceptable.</p>		
<p>(f) <i>Site:</i></p> <p>(1) <i>Setback.</i> New buildings should be sited at a distance not more than five (5) percent out-of-line from the setback of existing adjacent buildings. Setbacks greater than those of adjacent buildings may be allowed in some cases. Reduced setbacks may be acceptable at corners. This happens quite often in the Historic Hill area and can lend delightful variation to the street.</p>	<p>Yes</p>	<p>Given the uniqueness of the parcel, the proposed structure is sited so that it can relate to primary structures on Summit Avenue while still reading as a secondary structure from Portland Avenue.</p>
<p>(f) (3) <i>Garages and parking:</i></p> <p>a. If an alley is adjacent to the dwelling, any new garage should be located off the alley. Where alleys do not exist, garages facing the street or driveway curb cuts may be acceptable. Garage doors should not face the street. If this is found necessary, single garage doors should be used to avoid the horizontal orientation of two-car garage doors.</p> <p>b. Parking spaces should not be located in front yards. Residential</p>	<p>Yes</p>	<p>The proposed parking will have individual garage doors which will be minimally visible from Portland Avenue.</p>

<p>parking spaces should be located in rear yards. Parking lots for commercial uses should be to the side or rear of commercial structures and have a minimum number of curb cuts. All parking spaces should be adequately screened from the street and sidewalk by landscaping. The scale of parking lots should be minimized and the visual sweep of pavement should be broken up by use of planted areas. The scale, level of light output and design of parking lot lighting should be compatible with the character of the district.</p>		
---	--	--

F. STAFF RECOMMENDATIONS:

Based on the draft resolution, staff recommends approval of the application.

G. SUGGESTED MOTION:

I move to approve the application for construction of a three-unit structure at 540 Portland Avenue as per the findings of fact and conditions in the draft resolution, presented testimony, submitted documentation and information provided in the staff report.

CITY OF SAINT PAUL

HERITAGE PRESERVATION COMMISSION RESOLUTION

ADDRESS **540 Portland Avenue**

DATE: **October 5, 2020**

Memorializing the Saint Paul Heritage Preservation Commission’s October 5, 2020 decision approving the construction of a three-unit residential structure at 540 Portland Avenue.

1. On April 2, 1991, the most recent expansion of the Historic Hill Heritage Preservation District was established under Ordinance No. 17815, § 3(II), reflecting today’s boundaries. The Heritage Preservation Commission shall protect the architectural character of heritage preservation sites through review and authorization or denial of applications for city permits for exterior work within designated heritage preservation sites §73.04.(4).The new construction will conform to the massing, volume, height, facade proportions and scale of existing surrounding accessory structures.
2. The construction of a three-unit residential structure at 540 Portland Avenue will not adversely affect the Program for the Preservation and architectural control of the Historic Hill Heritage District [**§73.06 (e)**] so long as the conditions are met.

NOW, THEREFORE, BE IT RESOLVED, the Heritage Preservation Commission approves the construction of a three-unit residential structure at 540 Portland Avenue, subject to the following conditions:

1. Siding material to be smooth and free of knots, rough, unfinished appearance and other imperfections.
2. Any exposed concrete shall have a smooth finish, void of aggregate. Finish may include a light, one directional, broom finish.
3. Window and door glass shall be clear - void of tint, color, or reflection.
4. Any metal, including flashing, valleys or drip edge, shall have a dark finish not glossy/shiny or a material that will achieve a dark patina within 24 months.
5. Roof material to be asphalt shingles installed in a traditional pattern.
6. Any venting shall be dark and have a low profile. Installation of venting is preferred on the non-visible portion of the roof.
7. Approval is written in conjunction with and referencing submitted application and approved plans. Conditions of this approval MAY supersede any contradictory notes or schedules found on project description or drawings. This approval is VOID if the approved description or plans are altered from the submitted application.
8. Work to be accomplished in accordance with submitted application and plans. Any deviation from is to be submitted to staff prior to construction.
9. All measurements and relationships of existing conditions and new construction shall be field checked for accuracy with submitted plans at the responsibility of the applicant. Inaccuracies or differences should be reported to HPC staff prior to commencement.
10. Work to be accomplished in accordance with all applicable zoning regulations and building codes, or Board of Zoning Appeals decision.
11. Further permits and approvals may be required. This approval signifies review and issuance based on the Heritage Preservation regulations and guidelines. No other city, state, or federal review and approval should be assumed or implied by this approval.

MOVED BY:

SECONDED BY:

IN FAVOR

AGAINST

ABSTAIN

Decisions of the Heritage Preservation Commission are final, subject to appeal to the City Council within 14 days by anyone affected by the decision. This resolution does not obviate the need for meeting applicable building and zoning code requirements, and does not constitute approval for tax credits.

Appendix G

HPC 1st HEARING UNANIMOUS RESOLUTION TO APPROVE THE PROJECT – OCT 5, 2020

CITY OF SAINT PAUL

HERITAGE PRESERVATION COMMISSION RESOLUTION

ADDRESS **540 Portland Avenue**

DATE: **October 5, 2020**

Memorializing the Saint Paul Heritage Preservation Commission’s October 5, 2020 decision approving the construction of a three-unit residential structure at 540 Portland Avenue.

1. On April 2, 1991, the most recent expansion of the Historic Hill Heritage Preservation District was established under Ordinance No. 17815, § 3(II), reflecting today’s boundaries. The Heritage Preservation Commission shall protect the architectural character of heritage preservation sites through review and authorization or denial of applications for city permits for exterior work within designated heritage preservation sites §73.04.(4).The new construction will conform to the massing, volume, height, facade proportions and scale of existing surrounding accessory structures.
2. The construction of a three-unit residential structure at 540 Portland Avenue will not adversely affect the Program for the Preservation and architectural control of the Historic Hill Heritage District **[\$73.06 (e)]** so long as the conditions are met.

NOW, THEREFORE, BE IT RESOLVED, the Heritage Preservation Commission approves the construction of a three-unit residential structure at 540 Portland Avenue, subject to the following conditions:

1. Siding material to be smooth and free of knots, rough, unfinished appearance and other imperfections.
2. Any exposed concrete shall have a smooth finish, void of aggregate. Finish may include a light, one directional, broom finish.
3. Window and door glass shall be clear - void of tint, color, or reflection.
4. Any metal, including flashing, valleys or drip edge, shall have a dark finish not glossy/shiny or a material that will achieve a dark patina within 24 months.
5. Roof material to be asphalt shingles installed in a traditional pattern.
6. Any venting shall be dark and have a low profile. Installation of venting is preferred on the non-visible portion of the roof.
7. Approval is written in conjunction with and referencing submitted application and approved plans. Conditions of this approval MAY supersede any contradictory notes or schedules found on project description or drawings. This approval is VOID if the approved description or plans are altered from the submitted application.
8. Work to be accomplished in accordance with submitted application and plans. Any deviation from is to be submitted to staff prior to construction.
9. All measurements and relationships of existing conditions and new construction shall be field checked for accuracy with submitted plans at the responsibility of the applicant. Inaccuracies or differences should be reported to HPC staff prior to commencement.
10. Work to be accomplished in accordance with all applicable zoning regulations and building codes, or Board of Zoning Appeals decision.
11. Further permits and approvals may be required. This approval signifies review and issuance based on the Heritage Preservation regulations and guidelines. No other city, state, or federal review and approval should be assumed or implied by this approval.

MOVED BY: Nelson

SECONDED BY: Wagner

IN FAVOR: 5

AGAINST: 0

ABSTAIN: 0

Decisions of the Heritage Preservation Commission are final, subject to appeal to the City Council within 14 days by anyone affected by the decision. This resolution does not obviate the need for meeting applicable building and zoning code requirements, and does not constitute approval for tax credits.

Appendix H

HPC 1st HEARING STAFF MINUTES – OCT 5, 2020

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION
CITY OF SAINT PAUL, MINNESOTA
Online *Skype for Business* Meeting
October 5, 2020**

Present: Paul Nelson (3:41), David Wagner (3:41), Stuart MacDonald, Teresa Kimker, Joseph Peroutka, Leetta Douglas, Steve George

Absent: Robert Lubke, Barbara Bezat

Staff Present: George Gause, Christine Boulware, Allison Suhan Eggers

Number of Public in Call: 19

I. Call to Order 3:30pm

II. Adoption of the Agenda *It was noted that the listening session for Tuesday would begin at 4:30pm and not 3:30 as listed on the agenda. Commissioner George moved to adopt the agenda. Commissioner Douglas seconded the motion. **Motion passed 4-0.***

III. Conflicts of Interest *None*

IV. Minutes

*Minutes for September 21, 2020 HPC meeting were reviewed. Commissioner George moved to recommend approval of the minutes. Commissioner Peroutka seconded the motion. **Motion passed 4-0.***

V. Public Hearing

A. 701 Summit; Side Porch Reconstruction (Gause)

- Commissioners Wagner and Nelson join the meeting (3:41)

Commissioners asked about the neighboring structure

Staff read comments in favor of the project from Commissioner Bezat

*Commissioner McDonald moved to approve the application. Commissioner George seconded the motion and offered an amendment that the seven conditions in the draft resolution be approved as well. Amendment was accepted. **Motion passed 6-0.***

B. 540 Portland; New Construction (Suhan Eggers)

Commissioners asked about water management plans for the site.

Staff read in submitted written testimony – 1 opposing, 17 in favor.

Commissioners commended the thoroughness of the applicant's submission.

Commissioners acknowledged and appreciated neighbors' concerns but noted that the project meets all the criteria they are charged with addressing.

- Commissioner Douglas left the meeting (4:20)

*Commissioner Nelson moved to approve the application. Commissioner Wagner seconded the motion and offered an amendment that the seven conditions in the draft resolution be approved as well. Amendment was accepted. **Motion passed 5-0.***

VI. Pre-Application

B. 2260 Summit; Demolition St. Thomas Loras Hall (Gause)

Staff read comments which oppose the demolition from Commissioner Bezat

Commissioner comments:

I'm greatly concerned about the demolition.

Mothballing or rotating the structure should be reexamined.

Preserving cultural heritage should be a mission of a University.

The profound importance of a Cass Gilbert designed building should outweigh demolition.

Demolition seems to be a short-term solution.

Has an environmental impact study been accomplished?

The University should be working on creatively integrating Loras Hall into the STEM building, it's an opportunity to showcase how the past and future can exist as one.

The Chair noted that the open public listening session on bias and exclusion will be tomorrow at 4:30pm.

VI. Adjourn 5:07pm

- End -

Appendix I

HPC 2nd HEARING RESOLUTION TO DENY THE PROJECT – DEC 14, 2020

CITY OF SAINT PAUL

HERITAGE PRESERVATION COMMISSION RESOLUTION

ADDRESS 540 Portland Avenue

DATE: December 14, 2020

Memorializing the Saint Paul Heritage Preservation Commission's December 14, 2020 decision denying the construction of a three-unit residential structure at 540 Portland Avenue.

NOW, THEREFORE, BE IT RESOLVED, the Heritage Preservation Commission denies the construction of a three-unit residential structure at 540 Portland Avenue, and recommends that the applicant communicate with the neighborhood on any revision of the project.

MOVED BY: Wagner

SECONDED BY: MacDonald

IN FAVOR: 5

AGAINST: 2

ABSTAIN: 0

Decisions of the Heritage Preservation Commission are final, subject to appeal to the City Council within 14 days by anyone affected by the decision. This resolution does not obviate the need for meeting applicable building and zoning code requirements, and does not constitute approval for tax credits.

Appendix J

HPC 2nd HEARING STAFF DRAFT MINUTES – DEC 14, 2020

**ACTION MINUTES OF THE HERITAGE PRESERVATION COMMISSION
CITY OF SAINT PAUL, MINNESOTA
Online MS Teams Meeting
December 14, 2020**

Present: Paul Nelson, David Wagner, Teresa Kimker, Joseph Peroutka, Steve George, Barbara Bezat, Leetta Douglas, Stuart MacDonald,

Absent: Robert Lubke

Staff Present: George Gause, Allison Suhan Eggers

Number of Public in Call: 40

I. Call to Order 3:30pm

Commission Chair Kimker announced that the agenda had been updated. The CLG review of 170 Western has been withdrawn by the applicant.

II. Adoption of the Agenda

*Commissioner Bezat moved to adopt the updated agenda. Commissioner Peroutka seconded the motion. **Motion passed 7-0.***

III. Conflicts of Interest *None*

IV. Minutes

*Minutes for November 30, 2020 HPC meeting were reviewed. Commissioner Bezat moved to recommend approval of the minutes. Commissioner George seconded the motion. **Motion passed 7-0***

V. Public Hearing

A. 540-542 Portland; New Construction (Suhan-Eggers)

City Council remanded the action back to the HPC due to technical difficulties alleged by the appellants and to make sure the appellants, and any neighbors, have an opportunity to be heard.

Commission questions to staff

Haven't heard from the owners next door.

Can we review a fence?

Is there an easement issue with this property?

How did the landlocked parcel occur?

Applicant

Tried to reach both neighbors one neighbor lives in France.

BZA discussed the easement.

1916 Maps show larger structure at 540 Portland once existed.

The commission chair recognized the six letters of public testimony that have been received by the commission in advance of the meeting.

The commission chair opened public testimony and heard from five members from the public.

The commission chair closed the public hearing as there were no further speakers.

Commissioner Bezat began to state a proposed motion but was interrupted by the public which stated that there was a technical issue.

The commission heard from five more members of the public.

It was pointed out by staff that most of the speakers had submitted letters in advance.

Commissioner Bezat withdrew her motion, so the public could be heard.

The commission heard from five more members of the public.

Commissioners

HPC only looks at design, not zoning issues.

There have been numerous meetings to consider this application.

Looks like it fits perfectly into the neighborhood.

Is the issue because of the inconvenience with construction?

A lot of the issues have been blended, many of these are not HPC.

There is reason to be concerned about the procedures.

It is in the interest of the developer to discuss this plan with the immediate neighbors.

Give both parties a chance to talk, but not endorsement of any reductions of size.

Mass, scale and appropriateness comments on porches, front doors, primary entrance are considerations to go back to the drawing board.

Another round at the drawing board would benefit this project.

More sensitive façade development is considered it would help fit in context.

Commissioner Bezat moved to approve the application for construction of a three-unit structure at 540 Portland Avenue as per the findings of fact and conditions in the draft resolution, presented testimony, submitted documentation and information provided in the staff report. Commissioner George seconded the motion.

First vote on motion was 4-2 (Wagner, Nelson)

Commissioner Wagner question the vote due to technical issues with Commissioner MacDonald's and Commissioner Nelsons microphone.

Commissioner Nelson verified that he had attempted to participate in the deliberations. Commissioner Wagner stated concern that the HPC did not have full discourse due to technical issues, making the vote suspect.

Commissioner Peroutka voiced concerns that not all commissioners could access the meeting.

Commissioners Bezat suggested suspension of the vote until Commissioner MacDonald can rejoin the meeting.

Commissioner MacDonald rejoined the meeting and verified that he listened to all the deliberations. He stated that he felt that there was enough of an issue with neighborhood input to vote against.

Commissioner Wagner asked for a new vote because it appeared that deliberation was cut short with two commissioners having technical difficulties.

**Second vote on motion was 2-5 (Wagner, Nelson, MacDonald, Douglas, Peroutka)
Motion failed.**

The application for the next application for Loras Hall was called by the commission chair. The motion for previous application had failed, but action on the project had not occurred. After the staff presentation for Loras Hall, the commission returned to the unfinished action with 540 Portland.

Commissioner Wagner moved to deny the 540 Portland Avenue application, Commissioner MacDonald seconded the motion.

Commissioner Bezat recommends a friendly amendment that the applicant communicate with the neighborhood on any revision of the project.

Commissioner Wanger and MacDonald accept the amendment.

Intent of denial is not to deny the project, but to get the developer and neighborhood together and hopefully find a mutually acceptable project.

Motion passed 5-2 (George, Bezat)

B. Loras Hall-University of St. Thomas; Demolition (Gause)

The demolition of campus building; Loras Hall.

Commission questions to staff

Where do the renovation costs come from?

Was new construction considered in the staff comments?

Has the University of Saint Thomas renegotiated the CUP to build the steam building?

Three other seminary buildings still stand, one letter says that all three will be demolished?

Applicant

Loras was converted to an office and does not contribute to the student experience.

We will honor Cass Gilbert in the new building.

\$10,000,000 estimate was the restoration and modernization of Loras Hall.

1.7 million is just exterior work 8 million is HVAC and other interior work.

Our contractor has a Historic Preservation background and has worked on other campus structures.

Commissioners

Architecturally, Loras Hall does not have a lot of detail, but it does not limit its historic aspect.

Haven't seen enough of the analysis of the numbers.

University should invest in a determination of eligibility.

Very little has been said to the alternatives to demolition.

Why is this the only location for the new building?

University of Saint Thomas is missing an opportunity.

Loras Hall still has architectural integrity.

The presented options never took into account historic preservation guidelines or standards.

Building may be sparse because of the seminary, 'Closer to God'.

Historic context about Loras and slavery should be explored and explained to the public.

We don't tear down buildings because of its name. The original name of this building is North dormitory.

Is the University open to a deferral of the application for a determination of eligibility and to expand on the alternative options? Can you make that determination tonight?

University of Saint Thomas made a strong argument.

A Cass Gilbert designed building isn't enough, but this building tells a remarkable story of Cass Gilbert, JJ Hill and Bishop Ireland.

There is an imbalance with economic factors towards this demolition.

Commissioner Bezat moved to deny the application for demolition of Loras Hall at the University of Saint Thomas as per the findings of fact and condition in the draft resolution, presented testimony, submitted documentation and information provided in the staff report. Commissioner Douglas seconded the motion.

Motion passed 6-1 (Nelson).

Pre-Application

A. 300 Ryan Avenue; New Infill Construction (Gause)

Pre-application for a new, single family residential structure with attached garage proposed for the lot.

Commission questions to staff

There is a wide variety of structures in the area.

Is it OK to add a new window style into Irving Park?

What is going on with the other two lots?

Did the client want this particular styled structure or is this speculative?

Applicant

Couple of homes in the area do have bay windows.

I can do whatever windows the Commission wants 1 over 1 or 6 over 1 windows.

Commissioners

I like the design and the Bay window.

This is a modest neighborhood; design should focus on being a modest infill.

This design may be overwhelming for infill construction.

Detailing needs to be toned down.

This is a new building in a historic district focus on scale massing materials to fit into that context.

Simplify to an elegant design.

VI. Adjourn 7:06pm

- End -

DRAFT

Sketches L.L.C.

END OF APPENDIX

Sketches L.L.C.

Address: 178 Robie Street West, St. Paul, MN 55107 / phone: 651.222.3444 / email: carlos@sketchesllc.com