



Anoka City Hall, Committee Room, 5:00 p.m.

Tuesday, May 10, 2016



- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of the April 12, 2016 Minutes**
- IV. **Public Forum**
- V. **Old Business**
 - A. Franklin Elementary School Sign Project
 - B. National Register Plaques Project
 - C. Expansion of Historic Districts
- VI. **New Business**
 - A. City Historical Resources Inventory
- VII. **Committee Reports**
 - A. Sandwich Board Committee
 - B. Home and Garden Tour Committee
 - C. Tourism Committee
 - D. Historic Vignette Committee
- VIII. **Miscellaneous**
 - A. Next meeting will be June 14, 2016 at 5:00pm
- IX. **Adjournment**



**Minutes of the
Heritage Preservation Commission (HPC)**

**Held at 5:00 p.m., April 12, 2016
Committee Room, Anoka City Hall**

I. **Call to Order** Chair Ward called the regular meeting to order at 5:03 p.m.

II. **Roll Call**

Members present: Jake Collins, Colleen Hansen, Cory Rahn, Barb Thurston, Bart Ward

Members absent: Peg Flaig, Tim Nigh

Staff present: Clark Palmer, Associate Planner

III. **Approval of Minutes**

**MOTION MADE BY COMMISSIONER HANSEN, SECONDED BY
COMMISSIONER THURSTON TO APPROVE THE MARCH 8, 2016,
REGULAR MEETING MINUTES. MOTION CARRIED 5-0.**

IV. **Old Business**

A. **Franklin Elementary School Sign Project**

Chair Ward led a discussion about the planned unveiling event for the Franklin School sign including participation with students, the school's Principal, Board Chair, school district Superintendent, QCTV and the Anoka County Historical Society.

The Commission reviewed the draft sign sketch including text, punctuation, and grammar. The Commission worked through each block of text and provided suggested edits to the draft sign sketch to be submitted to the sign company, Sign Station.

Associate Planner Palmer advised the Commission that the ordered mounting bracket allows for both vertical and angled mounting.

The Commission discussed paying for the full cost of the sign and exploring cost sharing for future signs with the school district. Chair Ward stated he would lead the effort.

B. **National Register Plaques Project**

Chair Ward provided an update on the planned unveiling event at Woodbury House for the completion of the National Register plaques project.

The Commission discussed wall mounting of the plaque for the Ticknor House and pole mounting at the Shaw-Hammons House.

The Commission discussed the hardware for mounting including if the tamper resistant hardware was acceptable. Welding as an option was discussed. Commissioner Collins advised the Commission that dissimilar metals cannot be welded without causing concerns for corrosion. Chair Ward said he would speak with Public Services Superintendent Anderson regarding the preferred method for mounting.

Associate Planner Palmer advised the Commission that the permit from MnDOT for the Mississippi River Bridge sign was extended and that the sign is ready for installation.

C. Expansion of Historic Districts

The Commission had a general discussion regarding expansions of historic districts within the city including Van Buren and Christian Hill.

Specifics of the historic preservation ordinance were discussed. Associate Planner Palmer advised the Commission that districts need to be contiguous and have the approval of a majority of property owners within the district.

Commissioner Thurston asked if noncontributing structures could be including in the district. Staff was not sure and would look into it.

Commissioner Collins asked if an inventory of existing houses surrounding the current districts should be completed and then determine where the district(s) may be appropriately expanded. Commissioner Thurston suggested that herself and Commissioner Collins perform a property inventory surrounding the Christian Hill district.

The Commission asked if Mr. Palmer would discuss this with the Planning Director and report back to the Commission.

V. New Business

A. Sign Ordinance Update

Associate Planner Palmer provided an overview of the proposed sign ordinance update staff is beginning work on.

Sandwich board signs within the main street zoning district were discussed.

VI. Committee Reports

A. Sandwich Board Committee

The Commission discussed the current list of property owners who are interested in receiving either a new or replacement sandwich board sign.

B. Home and Garden Tour Committee

Commissioner Thurston led a discussion on the Home and Garden Tour. She reviewed the current list of sponsors and properties that will be included in the tour.

C. Tourism Committee

No report

D. Historic Vignette Committee

Chair Ward talked about work being done on the project. He said he will come next month with materials to share.

VII. Miscellaneous

Commissioner Rahn requested that staff look into the witch medallions. Chair Ward proposed making new medallions and selling them. Commissioner Thurston proposed looking into making a cast and putting all four of the medallions back where they were at 2nd and Main Street. Chair Ward said it would be cool if they were replaced.

Commissioner Thurston and Chair Ward said they should have never been removed.

Commissioner Collins suggested the process of making the medallions may not be as easy as taking a cast. The process may have included stenciling and pressed stone. Chair Ward suggested having Bill Bendiske take a look and provide input on how to proceed.

Next HPC meeting will be May 10, 2016 at 5:00 PM.

VIII. Adjournment

MOTION TO ADJOURN BY RAHN AND SECONDED BY COLLINS.

MEETING ADJOURNED AT 6:43 PM. MOTION CARRIED 5-0.

STAFF REPORT



ITEM

Franklin Elementary School Sign Project

BACKGROUND

Staff will provide an update on the Franklin Elementary School sign project.

The sign is in final production at Sign Station after several drafts were reviewed, edited and approved by Commission members and staff. Included in your packet is the final sign draft sent to Sign Station for production.

Staff and Chair Ward are working together to organize a dedication ceremony at the school. A date and time of the event should be confirmed within the next week as the sign nears completion. It is hoped that students, school officials, QCTV, and the Anoka County Historical Society will attend the event.

ACTION

- 1) None

Clark Palmer
Associate Planner

FRANKLIN SCHOOL



1931 6th grade class, Jeannette Fair - Teacher, Franklin School, Anoka, MN.

Franklin School was originally known as the Westside School. It was named Franklin School at a school board meeting in September of 1880.

The first teachers at Franklin were young, usually 18 years old. Many eighth-grade graduates were 17 and 18 years old. Those aspiring to become teachers went to a summer training session and then taught in grammar schools in the fall. County superintendents had a one-day training session throughout the year for which the teachers were awarded certificates to demonstrate they met their training obligation.

“Scholars” were expected to be on their best behavior and willing to perform when called upon. The stern hand or voice of a teacher generally brought the desired response, but the threat of keeping a student after school was most effective because many of the children had after-school chores to attend to at home or on the farm.



Franklin School, W. Main Street, Anoka, MN. Circa 1950.

Original Franklin elementary was to be built for less than \$7,000 From an Oct 17, 1871 Anoka town meeting:

“The adjourned school meeting convened at town hall last Saturday at 7:30 p.m. and that hour found the house well-filled with taxpayers and voters with Mr. E. King in the chair and Mr. Geo W. Putnam, secretary. A motion was made and seconded that a school house not to cost less than \$7,000 be built on the west side of the river.

This opened the hall, amendments were offered and a discussion ensued in which a number of citizens expressed their opinions pretty freely. Some were in favor of building a school house to cost less than \$2,000 while others were in favor of building a house equally as good as the one that we could point to with pride and which would be an ornament to our village.

An hour or more was consumed in a free discussion of the question and at least the following motion carried by a round majority: ‘That we build a school house as good and one that will accommodate as many scholars as the one we have at present, on the west side of the river.’ After this was disposed of the question of site for the new building was taken up and resulted in the directors being instructed to procure two lots owned by Mr. T.D. Mason at \$100 a piece provided that they could secure two more adjoining Masons’ lots at the same price.”



Original Franklin School building, Anoka, MN. Circa 1873.

Franklin School Below Standard

Franklin School had been erected as a wood frame building in 1871. By the turn of the century it was starting to show its age. The State Department of Education inspection in 1913 found the building unsafe and unsanitary. There was no water supply except for a pump in the yard. The inspector recommended that the building be closed. The next year the State Superintendent threatened to withdraw state aid, “if nothing was done about Franklin school, which was deficient in lighting, heating, ventilating and classed as the poorest excuse for a school building in town” (Anoka Herald newspaper, 1914).

The bond request for \$25,000 dollars for a new brick six room school was approved in March of 1915. This remains as the center section of the present school. It served the needs of the community well through the 1920’s and 30’s, but with the post World War II baby boom, the building again became crowded. Several additions have been made to Franklin Elementary School since the 1940’s.



Sixth grade class in front of the old Franklin School Building around the turn of the 20th Century, Circa 1900.

Franklin School in the 1880’s had two primary departments taught by Alice Eastman and Kate Apfeld and an intermediate department taught by Maria Pratt. By 1885 all four of the Franklin classrooms were open. The classrooms were all alike and could seat 64 students comfortably. There were three primary classes taught by Hattie King, who also served as the principal, Alice Park and Louise Baldwin. Nettie Fitch taught the intermediate class and Isaac Pratt was the janitor.

School curriculum underwent some change in this decade. In addition to reading, writing and arithmetic, the state legislature required teachers to instruct students in social and moral science. Students would be taught order, industry, economy, punctuality, patience, self-denial, health, purity, temperance, cleanliness, honesty, truth, justice, politeness, peace, fidelity, philanthropy, patriotism, self-respect, hope, perseverance, courage, self-reliance, gratitude, mercy, kindness, conscience, self-reflection and will.



Franklin School, October 1940, Anoka, MN.

Students looked forward to the Memorial Day Parade. The scholars were expected to march in the parade with their final report card of the year. If you didn’t finish the required class work, you did not march in the parade. This could be very shameful to students and their families (1895 Maud MacQuaid, teacher).

STAFF REPORT



ITEM

National Register Plaques Project

BACKGROUND

Staff will provide an update on the National Register plaques project.

Five of the nine signs have been installed including the Mississippi River Bridge, Woodbury House, Windego Park, Shaw-Hammons House, and Colonial Hall signs. Included in your packet is a photo of each location. The remaining signs that have yet to be installed were planned for wall mounting installation on private property. It was initially planned that Public Services staff would perform the installation of the signs. However, Public Services staff expressed concerns over city liability if something went wrong or was damaged during the installation. Public Services staff has recommended hiring a third party contractor with liability insurance to perform the drilling and mounting of the plaques on private property. Planning staff will continue to work with Public Services staff to install the remaining signs.

The deadline for project completion is June 1, and reporting to the Minnesota Historical Society on the grant funded project results is required. Chair Ward did hope that staff could ask or see if the Old Post Office building could be delayed in their sign installation to coincide with the USPS Halloween stamp event this September. Staff will see if the grant period can be extended.

ACTION

- 1) None

Clark Palmer
Associate Planner




Woodbury House
 Circa 1857
 The Woodbury House is an example of one of the finest
 Federal architecture styles - Federal and Greek Revival.
 It is named after Sarah, the heroine of the family. In 1857,
 the name Annie came into use when her father, Samuel's
 father, died by the name of Annie's mother. Samuel's
 father as the name Anthony (and, in 1898, Dwight
 Woodbury passed his name to the house. The first name
 of the house was the name of the house of the
 National Register of Historic Places. The house has since been the
 scene of many social and political gatherings.
 National Register of Historic Places 1980

05/05/2016



Windego Park Auditorium
Circa 1914

This amphitheater is a rare example of a semi-circular, open-air theater in Minnesota. It echoes the design of ancient Greek and Roman theaters. Set into the hillside, it was designed to accommodate 1,600 people. The idea for its construction came from Anoka music teacher Thaddeus Giddings, and stemmed from his passion for involving the community. The amphitheater once hosted locally produced plays, pageants, operettas, and community meetings. Efforts to preserve the theater led to its inclusion on the National Register in 1980.

National Register of Historic Places 1980

05/03/2016



Shaw-Hammons House
Circa 1862

The Greek Revival Architecture and its association with the founding of Anoka continue to make this property historically significant. The original east section of the house was built for Neil Shaw and his family, who were prominent land developers in the community. Other residents included Weston Hammons, the Anoka County Attorney; Jack Swineman, Justice of the Peace; an engineer; and his daughter Marie Foltrath, who owned the house until 1963.

National Register of Historic Places 1980

05/05/2016



Colonial Hall and Masonic Lodge
Circa 1904 and Circa 1922

Colonial Hall is a Georgian Revival style building that was designed as a home and medical-practice office for Doctors Ahlstrom and Flora Aldrich. They were renowned for their civic engagement and medical practice. Dr. Flora Aldrich was one of the founders of the Philolectian Society. This two-story, 17-room house was designed by Champlin resident Frederick Marrah. The Masonic Lodge was built as an addition to the Hall in 1922. The Lodge served as a recruiter's office during WWII and was a museum and office for the Anoka County Historical Society for 30 years.

National Register of Historic Places 1980

05/05/2016

STAFF REPORT



ITEM

Proposed Historic Districts Expansion

BACKGROUND

Since our last meeting staff looked into whether noncontributing structures (those deemed not historically significant or contributing to a historic district) could be included as part of a historic district. The Planning Director, Carolyn Braun, advised that they can be included as noncontributing. This poses the question of what historic preservation regulations apply to noncontributing structures.

Historic preservation regulations apply to all properties in a historic district including architectural review of changes when proposed plans are “inconsistent with the approved guidelines for the site, structure or district” (Section 20-64). Conformance with the guidelines is determined by the review of proposed plans by city staff. Building plans are first reviewed by the Building Official to determine if a locally designated site, structure or district is affected. If so, the Building Official forwards the application and construction plans to planning staff who reviews the plans for consistency with the Historic Preservation Guidelines. Included in your packet is a copy of the section of the guidelines that apply. If staff determines that the plans are inconsistent with the guidelines, staff then forwards the plans to the HPC who reviews the plans and provides recommendation to the City Council. In the case of a noncontributing site or structure, the Historic Preservation Guidelines would likely not apply unless historic resources were altered. However, there may be a limit placed on noncontributing property if it is changed in a way that is detrimental to the district as a whole. Anytime the guidelines cannot be met, the City Council still retains the authority to approve the plans (Section 20-64 (g)).

The Commission may proceed in investigating whether the current historic districts could be expanded and what properties might be included. City Code defines a Heritage Preservation District as “a contiguous collection or group of lands, parcels, sites, structures, buildings or objects that are determined to be historically, culturally, or architecturally significant as a whole and has been designated as a Heritage Preservation District pursuant to this Article” (Section 20-60). Staff recommends that the Commission look near the edges of the current districts (Van Buren and Christian Hill) for places where the districts could be expanded that would further contribute to the historical significance of the each district. Areas or properties that are distinctly separate from the current districts could be designated as new districts, sites or structures if it was determined that they were of historic value and met the criteria for designation. This would limit the need for expanding the current districts into areas with too many noncontributing properties.

According to City Code Section 20-64, “Before land may be considered for designation..., the Commission must receive a petition bearing the signatures of a majority of Property Owners

within the proposed district.” Prior to recommending a district for City designation, an investigation and report by staff is to be submitted to the Commission.

A public hearing is also required for designation with notice provided to the newspaper and all property owners within the proposed district. If the Commission proceeds with a designation, the Commission is required to forward a complete report with its recommendation to the City Council for consideration and decision.

City Code Section 20-64. City Designation of a Heritage Preservation District (HPD).

(b) Designation. Before land may be considered for designation of an HPD district, the Commission must receive a petition bearing the signatures of a majority of Property Owners within the proposed district.

(c) Background Report.

(1) Prior to recommending a district for City designation, an investigation and report on the historical, cultural, and architectural significance of the district shall be completed by City staff and forwarded to the Commission. The report shall provide information on the historical significance of buildings, structures, sites or objects within the proposed district.

(2) The report shall recommend the boundaries of the proposed district and shall include the legal descriptions of all properties to be included in the district.

(3) All recommendations shall be made in consideration of any master plans, zoning requirements, projected public improvements, and existing or proposed redevelopment applicable to the properties under consideration for designation.

(d) Criteria for Designation. The Commission may recommend designation of an HPD only when, in its sole discretion, the property or properties within the proposed district meet at least two (2) of the following criteria:

(1) The district has character, interest or value as a part of the development, heritage, or cultural characteristics of the City;

(2) The district's location was a site of a significant historical event;

(3) The district is identified with a person or persons who have significantly contributed to the culture or development of the City;

(4) The district embodies a distinguishing characteristic of an architectural type;

(5) The district is identified with the work of an architect or master builder whose individual work has influenced the development of the City;

(6) The district embodies architectural design, detail, materials or craftsmanship that represents significant architectural innovation;

(7) The district's unique location or singular physical characteristics represent an established and visual feature of a neighborhood or the City as a whole.

If properties that meet at least two of the above criteria surround or are in close proximity to our existing historic districts, the Commission may find reason to recommend an amendment to the historic district boundaries. This would require a written report and finding of facts by staff. Staff also believes any amendment to the boundaries would trigger the requirement for gaining the support of a majority of property owners within each respective district.

Also, pursuant to MN Statute 471.193, Subd. 6., “Proposed site designations . . . must be sent to the state historic preservation officer at the Minnesota Historical Society, who shall review and comment on the proposal within 60 days.”

ACTION

- 1) Make a Motion to request that city staff begin work on a Background Report and inventory of any historic resources surrounding both the Van Buren and Christian Hill historic districts.

Clark Palmer
Associate Planner

CITY OF ANOKA

Heritage Preservation Guidelines

Introduction:

The purpose of these guidelines is to inform property owners, developers, and interested individuals of steps that can be taken to prevent deterioration of the community's architecture, to preserve Anoka's aesthetic and cultural heritage, to enhance the community's vitality and to encourage economic growth.

General Standards for Preservation and Rehabilitation Projects

- Every reasonable effort should be made to provide a compatible use for a property that requires minimal alteration of the building structure, or site and its environment, or to use a property for its originally intended purpose.
- The distinguishing original qualities or character of a building, or site and its environment should not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.
- All buildings, structures and sites should be recognized as products of their own time. Alterations which have no historical basis and which seek to create an earlier appearance should be discouraged.
- Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right and this significance should be recognized and respected.
- Distinctive stylistic features or examples of skilled craftsmanship which characterizes a building, structure or site should be treated with sensitivity.
- Deteriorated architectural features should be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, scale and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features substantiated by historical, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- Surface cleaning of structures should be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials should not be undertaken.

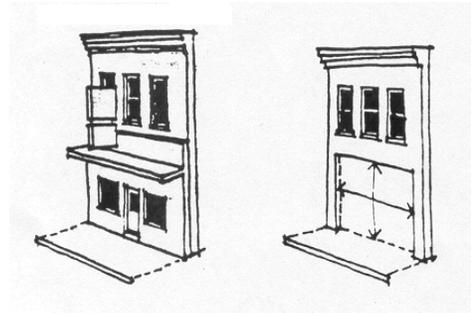
- Every reasonable effort should be made to protect and preserve archeological resources affected by, or adjacent to, any restoration or rehabilitation project.

Area of application: The following guidelines are intended as reference materials for buildings located in Historic District 5. (See map – Appendix A.)

DESIGN STANDARDS:

- *Pedestrian-Oriented Design.* The design of the building should help make the street enjoyable, visually interesting and comfortable. Individual buildings should be integrated with the streetscape to bring activity in direct contact with the people on the street by renovations using proper scale and window displays. Sidewalks should be sufficient in width to allow free pedestrian movement, provide areas for resting, and should be free of obstacles that block pedestrian movement and views.

- *Storefront Design.* Every traditional Main Street facade has a well-defined opening that the original storefront filled. The area is bounded by a pier on either side, the sidewalk on the bottom, and the lower edge of the upper facade on top. Many problems with facades today are a result of this fact: The storefront has been allowed to stray out of its natural place within the facade. It no longer looks contained instead, it appears pasted on.



Whether you are considering a restoration or more contemporary treatment, the storefront should be based on a traditional storefront design. The basic configuration can often be derived from old photographs of the building.

- A general rule for future remodeling can be stated as follows: A storefront should be designed to fit inside the original opening and not extend beyond it. To emphasize this feeling of containment, a storefront might be set back slightly (6 to 12 inches) from the front.



- *Make it transparent.* The traditional storefront was composed almost entirely of windows, providing maximum light and display. This large glass area creates a

STAFF REPORT



ITEM

City Historical Resources Inventory

BACKGROUND

As you know, new development, city plans, infrastructure improvements, and Public Services projects, while good for Anoka, can impact valuable local historic resources. City Manager Lee has requested that the HPC work to create a list of historical resources that the Commission is interested in seeing protected. The list may include historic resources including the National Registry properties; locally designated districts, sites or structures; as well as sites or structures that are not locally designated.

Staff would like to work with the Commission to complete an inventory of historic resources within the city and propose means of protecting them. This could include local designation.

ACTION

- 1) None

Clark Palmer
Associate Planner