

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

---

FILE NAME: 563 Laurel Avenue Unit 2B  
DATE OF APPLICATION: October 3, 2013  
APPLICANT: Paul Schiller, Schiller Construction Services  
OWNER: George Abrahams and Martha Smith  
DATE OF HEARING: November 21, 2013  
HPC SITE/DISTRICT: Hill Historic District  
CATEGORY: Contributing  
CLASSIFICATION: Building Permit  
STAFF INVESTIGATION AND REPORT: Christine Boulware  
DATE: November 13, 2013

---

**A. SITE DESCRIPTION:**

The building at 561-563 Laurel Avenue was constructed in 1897 as a three-story masonry apartment building. The façade and right (east) elevation have a light brown facade brick with contrasting darker brown brick highlighting horizontal elements. The Romanesque style structure has a tall, corbelled, crenellated cornice of contrasting bricks and three projecting bays, two of which contain paired, rounded arched window openings on the upper stories. There are contrasting brick belt courses at the head of the windows and at the raised basement level. The entrances are recessed within rounded arched openings on the first story. The secondary elevations (west and north) use a common red brick, and all elevations have a dressed limestone coursed foundation.

The windows on the façade and side elevations are segmental-arch-headed, except as otherwise noted. The original porches were removed and replaced with wrought-iron balconies. The structure was converted to condominiums in 1979 prior to the designation of the local Hill Historic District. It was during this conversion that the original double hung windows were replaced with casement style windows and a six-stall garage structure was added on the property. The 1983 Historic Sites Survey form states the building had been insensitively altered during recent renovations. However, the building is categorized as contributing to the historic district despite the alterations.

**B. PROPOSED CHANGES:**

The applicant is proposing to replace two existing casement style windows with Andersen full-frame casement windows and wrap the exterior (brickmold) of the windows to match those that have already been replaced. The windows are located on the second floor of the west elevation.

**C. BACKGROUND:**

As stated above, the casement windows replaced the original windows during a renovation in the late 1970's. The materials on file with the HPC indicate that the first "replacement" windows occurred in 1997 with Renewal by Andersen Windows for one condo unit. It appears that the application was approved by a plan reviewer and not an HPC staff person so no findings were made. The following lists the subsequent window reviews by staff:

1. Two applications for four windows each by Renewal by Andersen to match existing casements. File indicates a discussion with HPC staff and commissioners about making a condo policy to put in double-hung units and to forward to the HPC for consideration. The applications were approved but no minutes available.
2. 1999 eight Renewal by Andersen Windows, approved by HPC staff.
3. 2003, two Renewal by Andersen Windows, approved by HPC staff.
4. 2004, ten Renewal by Andersen Windows, approved by HPC staff. (Staff noted sequential

repairs have followed the 1970's alterations which remain inappropriate to the style of the property).

5. 2005, eight Window World vinyl windows, approved by HPC staff. (Same note as under #4).
6. 2005, two Renewal by Andersen Windows, approved by HPC staff. (Same note as under 4).
7. 2010, three Renewal by Andersen Windows, approved by HPC staff. (With the following findings: 1) *The window styles and configurations in this building have been inappropriately altered from the original;* 2) *This building is a condominium and there is not a master plan for window replacement;* 3) *These three windows are the only remaining windows to be replaced in this unit;* 4) *All future replacements at the building shall comply with the Hill Historic District Guidelines and shall match the original/historic window styles and configurations.*
8. On August 25, 2011, the HPC reviewed and conditionally approved the staff recommendation to replace four non-original casement windows with casement windows in Unit # 2 of the multi-unit building at the property provided the following condition is met:
  1. Before any future window replacement applications for 561 and 563 Laurel are submitted to the HPC, the condo association will complete a window Master Plan that will address how future applications for window replacement will better conform to the character of the building and comply with the Hill District Design Review Guidelines. The Plan will also include a window schedule to document the current condition and age of all the windows and will propose appropriate window brands and models for consideration.

A letter was sent by the Condo Association and this letter was brought back to the HPC for consideration as a window master plan. The determination from the HPC was that the letter did not meet the adopted condition above.

#### **D. GUIDELINE CITATIONS:**

##### **Historic Hill District Design Review Guidelines**

##### **Sec. 74.64. - Restoration and rehabilitation.**

##### **(a)General Principles:**

1. *Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.*
2. *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.*
3. *All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.*
4. *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 shall be recognized and respected.*
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.*
6. *Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.*

7. *The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.*
8. *Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to any project.*
9. *Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.*
10. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.*

(e) *Windows and Doors:*

(1) Existing window and door openings should be retained. New window and door openings should not be introduced into principal elevations. Enlarging or reducing window or door openings to fit stock window sash or new stock door sizes should not be done. The size of window panes or sash should not be altered. Such changes destroy the scale and proportion of the building.

(2) Window sash, glass, lintels, sills, architraves, doors, pediments, hoods, steps and all hardware should be retained. Discarding original doors and door hardware, when they can be repaired and reused in place, should be avoided.

(3) The stylistic period(s) a building represents should be respected. If replacement of window sash or doors is necessary, the replacement should duplicate the material, design and hardware of the older window sash or door. Inappropriate new window and door features such as aluminum storm and screen window combinations, plastic or metal strip awnings, or fake shutters that disturb the character and appearance of the building should not be used. Combination storm windows should have wood frames or be painted to match trim colors.

**E. FINDINGS:**

1. The property is located within the local Hill Heritage Preservation District and is classified as contributing to the architectural and historical character.
2. On April 2, 1991, the Historic Hill Heritage Preservation District was established under Ordinance No. 17815, § 3(II). The Heritage Preservation Commission shall protect the architectural character of heritage preservation sites through review and approval or denial of applications for city permits for exterior work within designated heritage preservation sites §73.04.(4).
3. On August 25, 2011, the Saint Paul Heritage Preservation Commission (HPC) reviewed and conditionally approved an application to replace four non-original casement windows with new casement windows at Unit #2. The HPC adopted the following condition, "Before any future window replacement applications for 561 and 563 Laurel are submitted to the HPC, the condo association will complete a window Master Plan that will address how future applications for window replacement will better conform to the character of the building and comply with the Hill District Design Review Guidelines. The Plan will also include a window schedule to document the current condition and age of all the windows and will propose appropriate window brands and models for consideration." As of the date of this staff report, the condition has not been met.
4. While staff have approved several applications for non-complying casement replacement windows at this property since 1997, there has not been a formal and consistent decision-making process that includes the HPC and condo association. In order to make a plan for

window replacement with a historically appropriate window style at the property in the future, the condo association will need to work to create a Master Plan for future window replacements and with current and future condo owners.

5. Aside from the guidelines for *Windows and Doors*, the applicable *General Principles* are 2, 4, 6 and 9:

Sec. 74.64.(a)2: *The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.*

The original windows were removed prior to the designation of the Historic Hill Heritage Preservation District. The original windows were a "distinguishing" quality of the building that contributed to its significance.

Sec. 74.64.(a)4: *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 shall be recognized and respected.*

The casement window changes have not acquired significance in their own right as they were installed outside the defined Period of Significance for the Hill District which is 1858-1930 in the National Register Nomination.

Sec. 74.64.(a)6: *Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.*

Staff was unable to locate historic photos of the building and an architect was not noted on the original building permit. There are numerous examples in the Historic Hill Heritage Preservation District of similar early apartment buildings that still have original double-hung windows

Sec. 74.64.(a)9: *Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.*

The fixed single, single and double casement windows are a contemporary alteration to the building and the historic windows no longer exist as the property. The ongoing and current proposed alterations do not destroy remaining historical and architectural material. Conversely, the casement style window is not compatible with the character of the property, neighborhood and environment and this condition will continue if new casement windows are approved.

6. The current proposal to replace two windows at the second floor on the west (side) elevation will not result in the loss of historic materials on the building. The proposed window brand has been used for window replacement at the building since 1997 and there will be visual consistency in color and materials.
7. The existing and proposed casement windows do not respect the stylistic period that the building represents. The replacement windows *do not duplicate the material, design and hardware of the older (historic) window sash* and does not comply with guideline Sec. 74.64.(e)3.
8. There are other historic condo buildings in the Hill District that have had inappropriate casements installed prior to the Hill District designation and staff has worked with a couple associations to begin the process of returning the window openings to an appropriate style. One recent example is neighboring Mackubin Rowhouse at Holly Avenue; their condo association adopted a plan to replace their non-original casement windows with window styles and configurations that match early photographs and are historically appropriate.

9. The proposal to replace two non-original casement windows with new casement windows at the property may adversely affect the Program for the Preservation and architectural control of the Historic Hill Heritage Preservation District (Leg. Code §73.06 (e)).

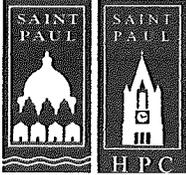
**F. STAFF RECOMMENDATION:**

Based on the findings, staff recommends denial of the application to replace non-historic windows with two new casement windows at the property as the condition adopted by the HPC for File #11-024 at the August 25, 2011 public hearing was not met. Staff further recommends the HPC determine to either enforce the condition from August 25, 2011 or reconsider the condition in order to make a decision on the current application and/or for future window replacement applications.

*The condition: 1. Before any future window replacement applications for 561 and 563 Laurel are approved by the HPC or HPC staff, the condo association shall complete a window Master Plan that will address how future applications for window replacement will conform to the character of the historic building and comply with the Hill District Design Review Guidelines. The Plan shall also include a window schedule to document the current condition and age of all windows at the property and shall propose appropriate window styles, brands, and models for future window replacement applications to be reviewed and approved by the HPC.*

**G. ATTACHMENTS:**

1. Application and materials
2. Photos
3. Sanborn Insurance Map
4. Minutes from August 25, 2011 HPC Public Hearing
5. Decision Letter File# 11-024
6. Letter from the condo association date 9-2-11



Saint Paul Heritage Preservation Commission  
Department of Planning and Economic Development  
25 Fourth Street West, Suite 1400  
Saint Paul, MN 55102  
Phone: (651) 266-9078

## HERITAGE PRESERVATION COMMISSION DESIGN REVIEW APPLICATION

This application must be completed in addition to the appropriate city permit application if the affected property is an individually designated landmark or located within an historic district. For applications that must be reviewed by the Heritage Preservation Commission refer to the HPC Meeting schedule for meeting dates and deadlines.

### 1. CATEGORY

Please check the category that best describes the proposed work

- |   |   |   |
|---|---|---|
| <input checked="" type="checkbox"/> Repair/Rehabilitation | <input type="checkbox"/> Sign/Awning          | <input type="checkbox"/> New Construction/Addition/Alteration |
| <input type="checkbox"/> Moving                           | <input type="checkbox"/> Fence/Retaining Wall | <input type="checkbox"/> Pre-Application Review Only          |
| <input type="checkbox"/> Demolition                       | <input type="checkbox"/> Other _____          |   |

### 2. PROJECT ADDRESS

Street and number: 563 Laurel Ave Unit 2B Zip Code: 55102

### 3. APPLICANT INFORMATION

Name of contact person: Paul Schiller

Company: Schiller Construction Services

Street and number: 3023 Copper Oaks Alcove

City: Woodbury State: MN Zip Code: 55125

Phone number: (763) 286-8088 e-mail: Paul@SchillerCS.com

### 4. PROPERTY OWNER(S) INFORMATION (If different from applicant)

Name: George Abrahams and Martha Smith

Street and number: 563 Laurel Ave Unit 2B

City: St. Paul State: MN Zip Code: 55102

Phone number: ( ) e-mail: Abrahams.smith@gmail.com

**5. PROJECT ARCHITECT (If applicable)**

Contact person: \_\_\_\_\_

Company: \_\_\_\_\_

Street and number: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone number: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

**6. PROJECT DESCRIPTION**

Completely describe ALL exterior changes being proposed for the property. Include changes to architectural details such as windows, doors, siding, railings, steps, trim, roof, foundation or porches. Attach specifications for doors, windows, lighting and other features, if applicable, including color and material samples.

Replacing 2 windows with more energy efficient model.  
wrapping exterior of windows to match windows that  
have already been replaced.

*Attach additional sheets if necessary*

**7. ATTACHMENTS**

Refer to the *Design Review Process sheet* for required information or attachments.

**\*\*INCOMPLETE APPLICATIONS WILL BE RETURNED\*\***

**ARE THE NECESSARY ATTACHMENTS AND INFORMATION INCLUDED?**

YES

Will any federal money be used in this project?      YES \_\_\_\_\_ NO   
Are you applying for the Investment Tax Credits?      YES \_\_\_\_\_ NO

I, the undersigned, understand that the Design Review Application is limited to the aforementioned work to the affected property. I further understand that any additional exterior work to be done under my ownership must be submitted by application to the St. Paul Heritage Preservation Commission. Any unauthorized work will be required to be removed.

Signature of applicant: *Caryn M. Sch* Date: 10/2/13  
Signature of owner: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR HPC OFFICE USE ONLY**

Date received: 10-3-13 FILE NO. 14-008  
District: HILL /Individual Site: \_\_\_\_\_  
Contributing/Non-contributing/Pivotal/Supportive/  
Type of work: Minor/Moderate/Major

\_\_\_\_ Requires staff review

Requires Commission review

Supporting data: YES NO  
Complete application: YES NO  
  
The following condition(s) must be met in order for application to conform to preservation program:  
  
  
  
  
  
  
  
  
  
**It has been determined that the work to be performed pursuant to the application does not adversely affect the program for preservation and architectural control of the heritage preservation district or site (Ch.73.06).**  
  
\_\_\_\_\_  
HPC staff approval  
  
Date \_\_\_\_\_

Submitted:  
 3 Sets of Plans  
 15 Sets of Plans reduced to 8 1/2" by 11" or 11" by 17"  
 Photographs  
 City Permit Application  
 Complete HPC Design Review application  
  
Hearing Date set for: 11/21/13

City Permit # 13 - 231694



**CITY OF ST PAUL**  
 Department of Safety and Inspections  
 375 Jackson Street, Suite 220  
 St Paul, Minnesota 55101-1806

**GENERAL BUILDING PERMIT APPLICATION**

Visit our Web Site at [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

*COPY*  
*HPL*  
*rec'd 9-18-13 need HPC appl.*

PROJECT ADDRESS	Number	Street Name	St. Ave. Blvd. Etc.	N S E W	Suite/Apt	Building Name	Date
	563	Laurel	Ave				9-18-13

Contractor (Include Contact Person)	Address (Permit will be mailed to the Contractor's Address)	Phone
Schiller Construction Services State Building Contr. Lic. # BC 636204	3023 Copper Oaks Ave Woodbury MN 55125	763-286-8088

Contractor's Email: *Paul@schillercs.com*

Property Owner (Include Contact Person)	Address	Phone
George Abrahams Martha Smith		

Select the Type of Work ▶  New Structure  Addition  Remodel/Alter  Repair

Select Applicable Installation Below.	Select Type of Use ▶	# of Existing Dwelling Units ▶
		Final # of Dwelling Units ▶
<input checked="" type="checkbox"/> Windows: # of windows ▶ <i>2</i>	Mixed Commercial/ Residential buildings enter information for both the Residential and Commercial Use.	# of Dwelling Units Worked On ▶ <i>3</i>
<input type="checkbox"/> Roofing: # of squares ▶		<input type="checkbox"/> Commercial: Value of Coml. Work ▶ \$
<input type="checkbox"/> Siding: # of squares ▶		
▶ Note: 1 Square = 100 Square Feet		Est. Start Date ▶ <i>September 18</i>
		Est. Finish Date ▶ <i>Oct 2</i>
		Total Value ▶ \$ <i>1,200.<sup>00</sup></i>

Description of Project: *replace 2 windows with new ones*

Applicant certifies that all information is correct and that all pertinent state regulations and city ordinances will be complied with in performing the work for which this permit is issued.

*Cary M. Schiller*  
 Applicant's Signature

PLEASE COMPLETE THIS SECTION ONLY FOR NEW STRUCTURE OR ADDITION

Structure Dimensions (In Feet)						Is a Fire Suppression System Available? (i.e. - Sprinklers)
Width	Length	Height	Total Square Feet (include basement)	Basement	# of Stories	
				Yes No		Yes <input type="checkbox"/> No <input type="checkbox"/>

Lot Dimensions (In Feet)		Set Backs from Property Lines			
Lot Width	Lot Depth	Front	Back	Side 1	Side 2

**For Office Use Only**

Change/Expansion of Use? Yes / No		<b>SUMMARY OF FEES</b>			
Existing Primary Use <i>Multi-family</i>	Occupancy Group <i>R-2</i>	Building Permit Fee	\$		
Proposed Primary Use <i>Multi-family</i>	Construction Type	Plan Check Fee	\$		
Zoning District <i>RM2</i>	Plan Number	State Surcharge	\$		
PLAN REVIEW REMARKS <i>emailed application to cary@schillercs.com and tt Paul, 9.18.13</i>		SAC	\$		
		SAC Processing Fee	\$		
		Design Review Fee	\$		
		Park Dedication Fee	\$		
		Total Permit Fee	\$		
S.A.C. #:	Reviewed By:	Date:	Warning Folder #		
Charge	Credit	Vacant Bldg. Folder #		(For Office Use Only)	

State Valuation : \$ PERMIT # ▶ *13-231694*

Signature of Cardholder (required for all charges): *HPL*

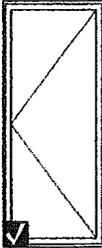
<input type="checkbox"/> American Express	<input type="checkbox"/> Discover	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa	Expiration Month/Year ▶				
Enter Account Number ▶▶								

Anderson

Line Item #: 0001 Line Item Qty: 1 Initial:

Location:

RO Size = 2' 3 1/2" W x 5' 5 1/2" H Unit Size = 2' 3" W x 5' 5" H



100 Series, 100CS Single Units  
Unit Code/Item Size: 100CS2' 3" x 5' 5" (Custom)  
Operation/Handing: L  
Frame Option: 1 3/8"  
Exterior Color: Dark Bronze  
Interior Color: White  
Glass Type: Low E Glass  
Insect Screens: Insect Screen, White  
Lock Color: White

NO NAIL FLANGES

Zone: Northern  
U-Factor: 0.28, SHGC: 0.28, ENERGY STAR® Qualified: Yes

Comments:

Qty	Part Num	Item Size	Description	Total Price	Extended Price
1	0000000	100CS2' 3" x 5' 5"	Unit, 1 3/8" Flange Setback, Dark Bronze/White, L Handing, Low E Glass, Insect Screen, White	\$ [REDACTED]	\$ [REDACTED]
				\$ [REDACTED]	\$ [REDACTED]

Line Item #: 0002 Line Item Qty: 1 Initial:

Location:

RO Size = 1' 11 1/2" W x 5' 5 1/2" H Unit Size = 1' 11" W x 5' 5" H



100 Series, 100CS Single Units  
Unit Code/Item Size: 100CS1' 11" x 5' 5" (Custom)  
Operation/Handing: R  
Frame Option: 1 3/8"  
Exterior Color: Dark Bronze  
Interior Color: White  
Glass Type: Low E Glass  
Insect Screens: Insect Screen, White  
Lock Color: White

NO NAIL FLANGES

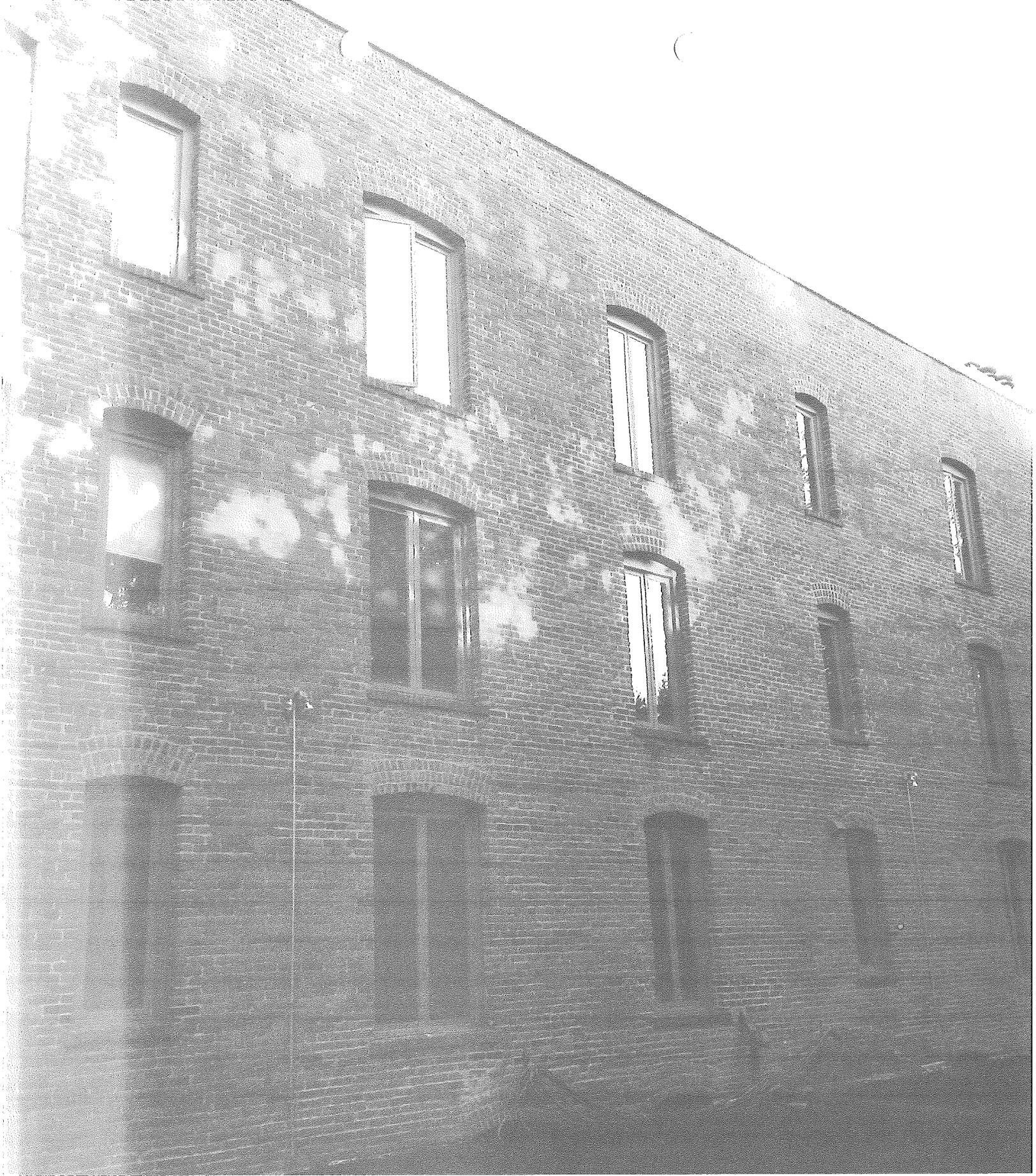
Zone: Northern  
U-Factor: 0.28, SHGC: 0.28, ENERGY STAR® Qualified: Yes

Comments:

Qty	Part Num	Item Size	Description	Total Price	Extended Price
1	0000000	100CS1' 11" x 5' 5"	Unit, 1 3/8" Flange Setback, Dark Bronze/White, R Handing, Low E Glass, Insect Screen, White	\$ [REDACTED]	\$ [REDACTED]
				\$ [REDACTED]	\$ [REDACTED]

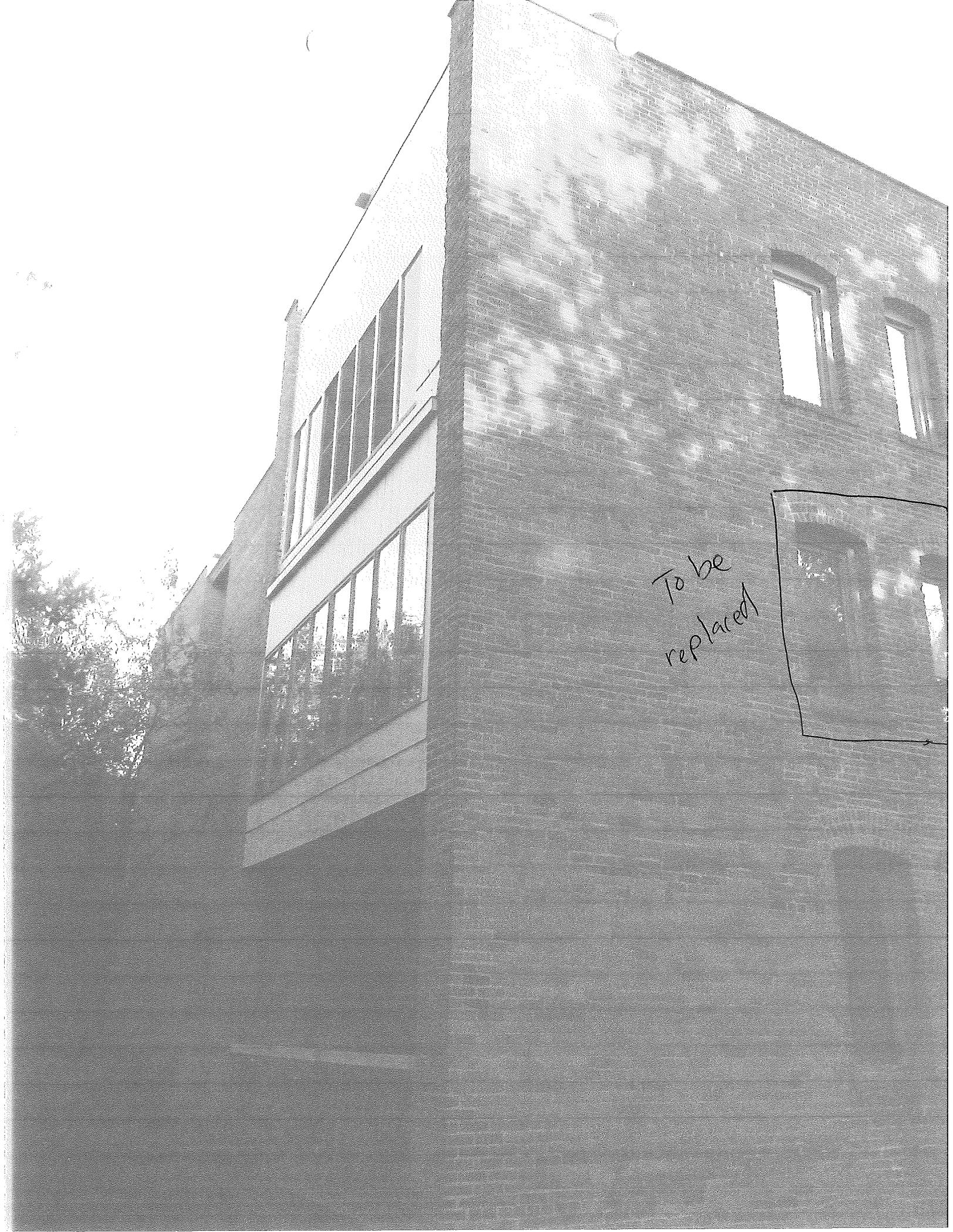


To be  
replaced



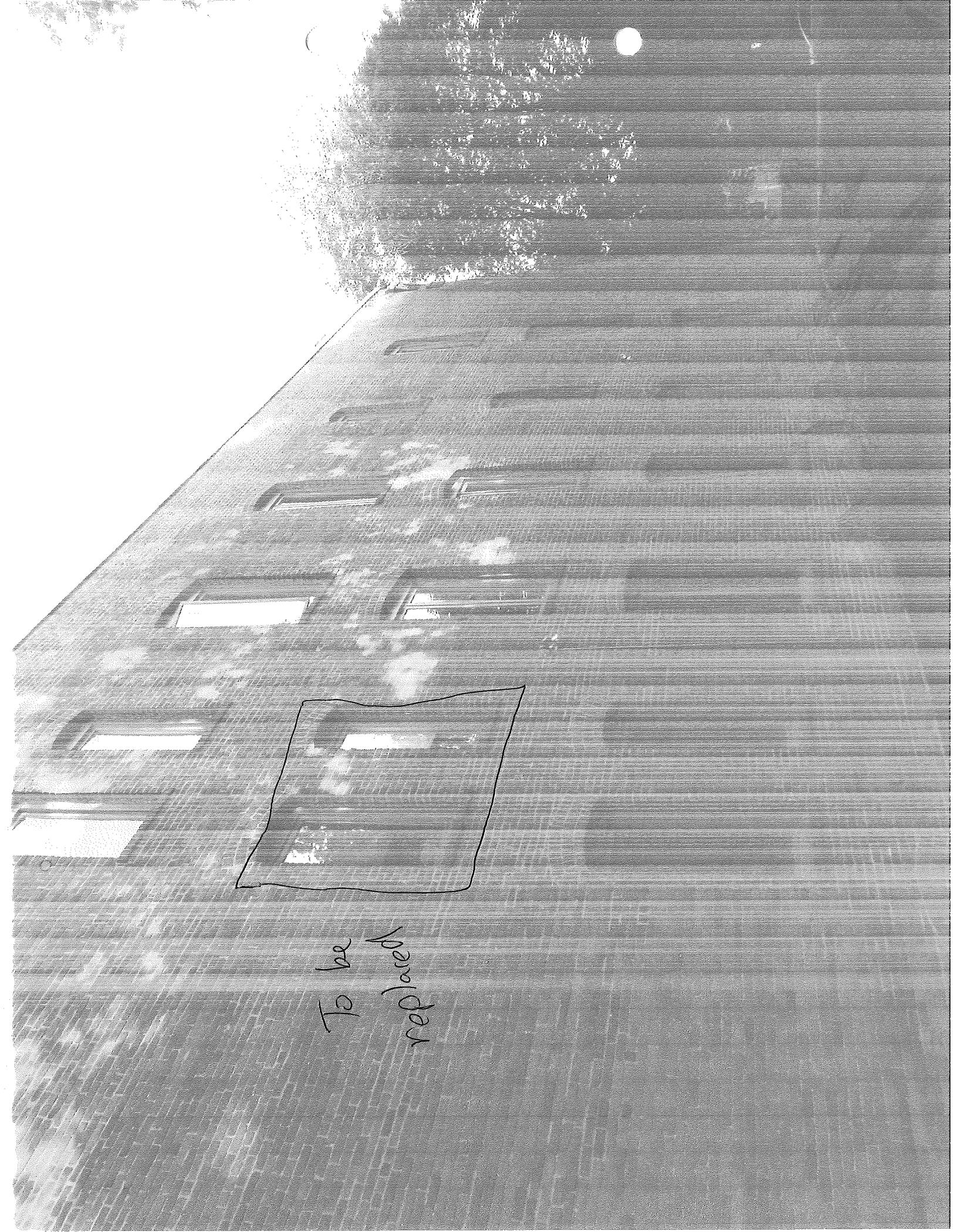






To be replaced





To be  
replaced

S. E. E.

VOLUME THREE

40

MARSHALL AV.

DAYTON AV.

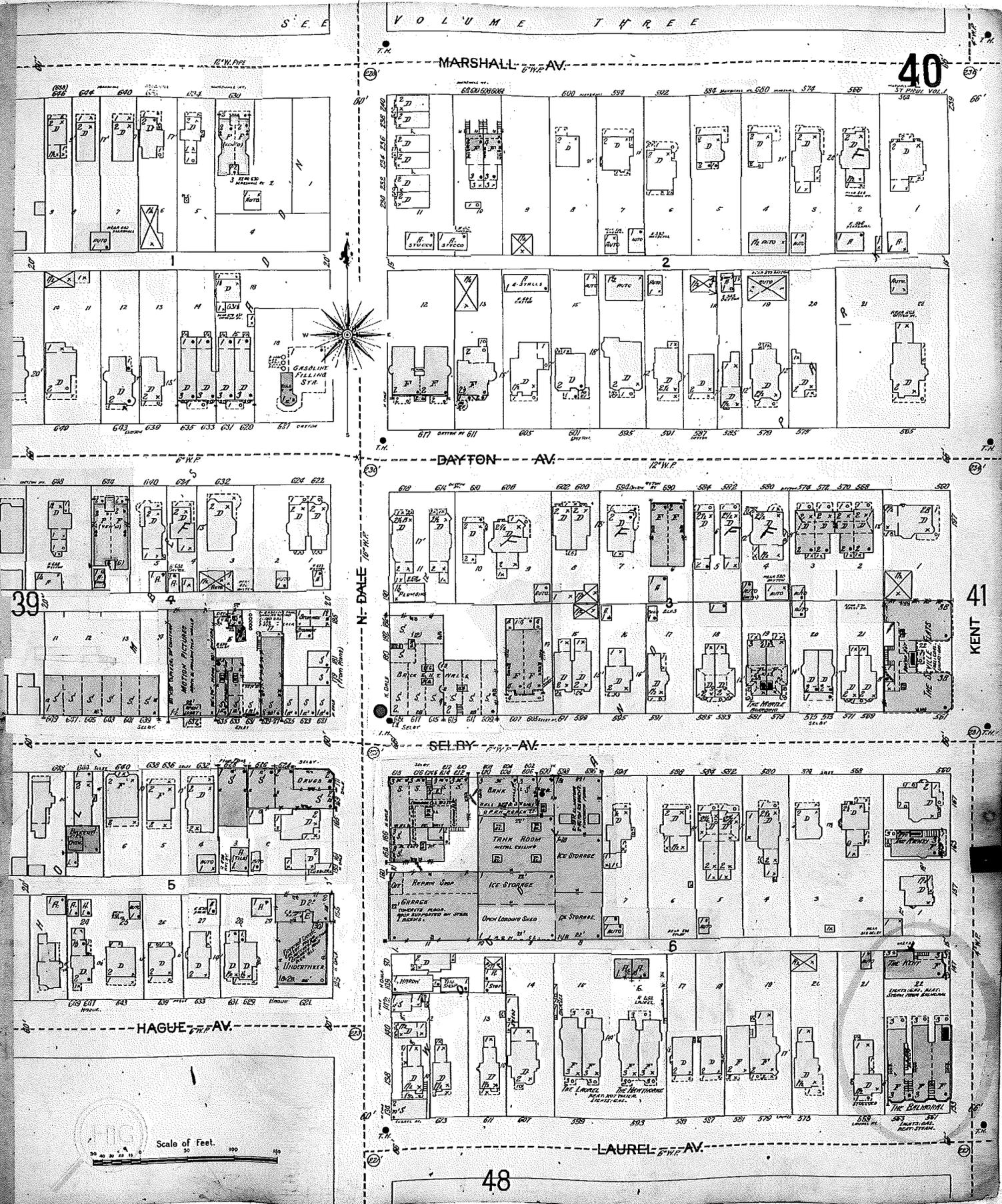
SELBY AV.

HAGUE AV.

LAUREL AV.

41 KENT

48



**MINUTES OF THE HERITAGE PRESERVATION COMMISSION**  
CITY OF SAINT PAUL, MINNESOTA  
Lower Level – Room 41, City Hall/Court House, 15 West Kellogg Boulevard  
**August 25, 2011**

---

**Present:** Richard Dana, Robert Ferguson, Jennifer Haskamp, Renee Hutter, Rich Laffin, Steve Trimble, Matt Mazanec,

**Absent:** Mark Thomas (excused), John Manning (excused), Matt Hill (excused), Diane Trout-Oertel (excused), David Riehle (excused)

**Staff Present:** Amy Spong, Christine Boulware, Becky Willging

---

**PUBLIC HEARING MEETING**

**563 Laurel Avenue, Unit 2, Hill Historic District**, by George Abrahams and Marty Smith, owners, for a building permit to replace four non-original casement windows with casement windows in a multi-unit building. **HPC File #11-024** (Spong, 266-6614)

Staff Spong read the staff report, recommendations, and conditions. She said that a few condo associations have put together window master plans that were approved by the HPC, and staff is able to sign off on future applications based on the conditions set forth and approved by the commission. Commissioner Dana asked if the image on display was the west side of the building where the proposed windows were located. Staff Spong said yes, but the applicant corrected the image, saying it was the front four. Staff Spong said that the image on display was sent by the contractor, who withdrew the application, and now the homeowners were now acting as the applicant. Commissioner Haskamp asked how many windows had been replaced on the front facade over time. Staff Spong said that the staff report only shows how many permits were on file for window replacement. Commissioner Haskamp clarified that the list was for the whole building and not just for the front facade. Staff Spong said yes it was for the whole building. Commissioner Laffin referred to the staff report dated 2010, and said that it sounds like staff is willing to approve the new windows in hopes of gaining a window master plan or window schedule. Staff Spong said yes and that staff wants direction from the board. The applicants, George Abrahams and Marty Smith, approached the commission. Ms. Smith noted number 3 of item 7 in the staff report, and said that it wasn't correct. She mentioned a letter that was submitted by another owner that stated otherwise, and said that it needed to be distributed. Staff Spong said that the letter was received today, and that it will be distributed to the commission during the public hearing portion. Ms. Smith said that there are 22 windows in their unit, and that the windows are replaced by the individual owner, and that according to bylaws, the windows must match the rest of the building. She said that there was no directive from the condo association as to the timing of the replacement or which manufacturer should be used. Commissioner Laffin said that the lack of directive might explain why 30-year old windows need replacing. Mr. Abrahams said that another resident, Erika Hermann who sent in the letter, has five more windows that still need to be replaced. Mr. Abrahams said that they weren't in a position to make a commitment on behalf of the other condo owners, and that there are nine owners who would have to sit down and make a collective decision about a master plan and what it would include. Commissioner Dana said he was reading Peter Carlsen's letter that said they were four windows on the non-primary facade. Dana asked for clarification on which windows were being referred to. Commissioner Laffin said they were on the side yard facing to the west. Ms. Georgann Burns of 561 Laurel approached the commission and testified in favor of the proposal. Mr. Peter Carlsen also approached the commission and testified in favor of the proposal. Commissioner Dana asked Mr. Carlsen if he would support the application if it was to replace the casement windows with double-hungs. Mr. Carlsen said he probably wouldn't care, they aren't proposing to change

the masonry hole in the wall and that these windows are on a non-primary side. Staff Spong said that an additional letter from Erika Hermann was received today. Commissioner Hutter asked for clarification on the staff recommendation. Staff Spong said that she was anticipating a more comprehensive master plan from the condo association stating how they want to move forward in the future and how they are going to advise future homeowners. The HPC would review and approve that plan and staff could review and approve future requests. Commissioner Haskamp asked the condo owners if the homeowners association had a set of rules that must be followed and if they could add a window schedule to those rules. Mr. Abrahams said that what they are likely to come up with is to replace casement with casement, so he doesn't understand what the purpose of the plan would be. Commissioner Haskamp said that it would allow for staff to approve the applications for casement instead of having to send them to the HPC. Mr. Abrahams asked if this approval would set a precedent for future applications. Commissioner Haskamp said that they are trying to get formal documentation. Staff Spong said that many condo associations work with someone to create that plan and they go to the HPC with how they want to proceed. Ms. Burns asked if there were guidelines in place to create such a document. Staff Spong said they have a window schedule format, and that she could show them a former condo master plan. Staff Boulware listed other condo associations that have put together window master plans. Commissioner Laffin agreed that it would be hard to go back to double-hungs since the process could span over a lengthy period of time. Commissioner Dana asked if the matter of window replacement goes in front of the condo association for any reason. Mr. Abrahams said no, that the decision is made by individual owners. Commissioner Dana referred to a statement in Mr. Carlsen's letter which said that staff had denied the application. Staff Spong clarified that staff had not denied the application, and that the recommendation was to approve.

**Commissioner Dana made a motion to approve the staff recommendations as written. Commissioner Ferguson seconded the motion.** Commissioner Dana said that he can support the recommendation for uniformity, and that it would be more difficult to approve a proposal for double-hungs as it would disrupt the uniformity of the building. He said that he endorses the staff recommendation that the condo association come up with a plan and policy on window replacement. Commissioner Haskamp said that she was concerned about conditioning the approval based on submittal of a master plan. Commissioner Dana said that what they are saying is before any more applications can be approved, a master plan needs to be submitted. Commissioner Haskamp responded that they are then penalizing whoever submits the next application. Staff Spong said that they often ask for a letter from their association stating that they approve the application, and that they don't typically have difficulty getting these letters. Commissioner Trimble said that the plan doesn't need to have a timeline. **The motion was approved 7-0.**

Submitted by: B. Willging



CITY OF SAINT PAUL  
Christopher B. Coleman, Mayor

25 West Fourth Street  
Saint Paul, MN 55102

Telephone: 651-266-6700  
Facsimile: 651-228-3220

August 30, 2011

George Abrahams  
563 Laurel Avenue  
Saint Paul, MN 55102

Re: 563 Laurel Avenue – Hill Historic District  
Public Hearing, August 25, 2011 - Agenda Item VI. B. – HPC File #11-024

Dear Mr. Abrahams:

As you know, the Heritage Preservation Commission (HPC) considered at its August 25, 2011 meeting your application for a building permit **to replace four non-original casement windows with casement windows in a multi-unit building** at the property listed above. The HPC voted **7 – 0 to conditionally approve** your application. This decision was based on the discussion at the public hearing, public testimony and findings by HPC staff.

The application will be approved provided the following condition(s) are met:

1. Before any future window replacement applications for 561 and 563 Laurel are submitted to the HPC, the condo association will complete a window Master Plan that will address how future applications for window replacement will better conform to the character of the building and comply with the Hill District Design Review Guidelines. The Plan will also include a window schedule to document the current condition and age of all the windows and will propose appropriate window brands and models for consideration.

You or any aggrieved party has the right to appeal the Heritage Preservation Commission's decision to the Saint Paul City Council under Chapter 73 of the Saint Paul Legislative Code. Such an appeal must be filed within 14 days of the date of the HPC's order and decision. Chapter 73 states:

*(h) Appeal to city council. The permit applicant or any party aggrieved by the decision of the heritage preservation commission shall, within fourteen (14) days of the date of the heritage preservation commission's order and decision, have a right to appeal such order and decision to the city council. The appeal shall be deemed perfected upon receipt by the division of planning [DSI] of two (2) copies of a notice of appeal and statement setting forth the grounds for the appeal. The division of planning [DSI] shall transmit one copy of the notice of appeal and statement to the city council and one copy to the heritage preservation commission. The commission, in any written order denying a permit application, shall advise the applicant of the right to appeal to the city council and include this paragraph in all such orders.*

Please note, an HPC approval or conditional approval does not obviate the need for meeting applicable building and zoning code requirements, **nor is it a permit to allow for work to commence**. An HPC approval or conditional approval expires after one year if no permit has been issued. If revisions to the approved plans are made, be aware that additional HPC and/or staff review will be required.

Please feel free to call staff at 651-266-9078 if you have any questions. Your application will be on hold until the conditions are met and building permit application is submitted.

Sincerely,



Christine Boulware  
Historic Preservation Planner

Encl.

cc: File ✓

HPL- Hill  
563 Laurel

September 2, 2011

Heritage Preservation Commission  
c/o Amy Spong  
Historic Preservation Specialist  
Planning and Economic Development  
25 West Fourth Street  
Saint Paul, MN 55102

To Whom It May Concern:

In response to the disposition of the August 25, 2011 Heritage Preservation Commission meeting, the Kent Square West Condo Association is submitting its long-term plan for the future replacement of windows at 561 and 563 Laurel Avenue. All windows will be replaced with comparable casement windows. The color and style of the windows will not change but will conform with the buildings' current windows.

Thank you for your consideration of this issue and endorsing our interest in maintaining casement windows. Please contact me if you have any questions.

Sincerely,

*Karen Pavloff*  
Karen Pavloff  
563 Laurel Ave. #1  
St. Paul 55102  
(651) 293-1791

No response - HPL  
discussed and I didn't  
accept this as a window study  
Rec'd 9-8-11