Heritage Preservation Commission Design Review Application

PROCESS

This application must be completed in addition to required city permit applications for individually designated Heritage Preservation Sites and properties located within Heritage Preservation Districts.

Design review applications are reviewed and approved by either heritage preservation staff or the Heritage Preservation Commission (HPC) at a public hearing. HPC staff are authorized to approve work that complies with adopted design review guidelines and preservation programs, available at our website www.stpaul.gov/hpc, while the HPC reviews projects that are significant alterations, demolitions, additions, new construction or proposals that do not comply with HPC guidelines. The decision of whether a proposal may be reviewed and approved by HPC staff or must be reviewed by the HPC at a public hearing is made once a complete application is submitted.

The HPC public hearing schedule is viewable here:

A complete application consists of:

1) An application form
2) Required attachments that adequately describe the proposed work (see attached checklist)

An incomplete application will be put on hold and staff will contact you for additional information. If an application is incomplete for 30 days after it was received, it will be returned to the applicant.

Complete applications will be reviewed in the order they are received. Applications are not entered in queue to be reviewed until staff has determined them to be complete. Once reviewed, a Certificate of Approval will be issued along with any conditions for the proposed work. You will be notified by staff when the Certificate of Approval has been issued and a copy will be sent to the Department of Safety and Inspections (DSI) to complete the HPC process of obtaining the necessary permit(s).

1. CATEGORY

Please check the category that best describes the proposed work

☐ Repair/Rehabilitation  ☐ Sign/Awnning  ☐ New Construction/Addition/Alteration
☐ Moving  ☐ Fence/Retaining Wall  ☐ Pre-Application Review Only
☐ Demolition  ☐ Other

2. PROJECT ADDRESS

Street and number: 241 Kellogg Blvd East  Zip Code: 55101
3. APPLICANT INFORMATION

Name of contact person: Jim LaValle

Company: TJL Development LLC

Street and number: 2416 Edgcumbe Road

City: St Paul State: MN Zip Code: 55116

Phone number: 612-751-1919 e-mail: lavallejim@comcast.net

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

Name: Richard and Jean Kelly

Street and number: 168 6th Street East

City: St Paul State: MN Zip Code: 55101

Phone number: 651-450-9275 e-mail:

5. PROJECT ARCHITECT (If applicable)

Contact person: Scott Nelson

Company: DJR Architecture Inc.

Street and number: 333 Washington Ave North #210

City: Minneapolis State: MN Zip Code: 55401

Phone number: 612-676-2714 e-mail: snelson@djr-inc.com

6. PROJECT DESCRIPTION

Completely describe ALL exterior changes being proposed for the property. Include description of affected existing exterior features and 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.

New market rate apartment building with associated parking. The building will consist of seven levels. The first level will contain a lobby, amenity space, bike storage, automobile parking and mechanical rooms. The second level will contain dwelling units, automobile parking and trash / recycling room. Levels 3 through 7 will contain dwelling units and common areas. The dwelling units will have their own washer and dryer and have upper end finishes.

Total Project Value: to be determined

Attach additional sheets if necessary
Other Items Requested by HPC Staff:

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: ___________________________  Date: 9-14-18
Typed name of applicant: Jim LaValle

Signature of owner: ___________________________  Date:
Typed name of owner: ___________________________

Send completed application with the necessary attachments to ApplyHPC@stpaul.gov or to:

Saint Paul Heritage Preservation Commission
Department of Planning and Economic Development
25 Fourth Street West, Suite 1400
Saint Paul, MN  55102

You may also click the button below to attach the completed application to an email that will go directly to ApplyHPC@stpaul.gov. Please attach supporting documents to the email as well.
Address: 241 KELLOGG BLVD. E.
Date received: 9-11-18
Date complete: ____________________________
City Permit #: N/A
District: LT /Individual Site: __________________
Pivotal/Contributing/Non-contributing/New Construction/Parcel

☐ 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:

Submitted:
☐ 3 Sets of Plans
☐ 75 Sets of Plans reduced to
☐ 8 ½” by 11” or 11” by 17”
☐ Photographs
☐ CD of Plans (pdf) & Photos (jpg)
☐ City Permit Application
☐ Complete HPC Design Review application

PRELIMINARY REVIEW
Hearing Date set for: 10-4-18

HPC Staff Notes

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 ____________________________
MEMORANDUM

TO: Jim LaValle
FROM: Elizabeth Gales, Hess, Roise and Company
SUBJECT: 241 East Kellogg Boulevard, Saint Paul
DATE: 9/14/2018

The property at 241 East Kellogg Boulevard is located within the boundaries of the Lowertown Historic District. The National Register nomination lists the building’s construction date as 1924. However, the nomination calls the building “a small but nevertheless obtrusive bar which was extensively and inappropriately altered in 1945.” While some buildings in the district are labeled “pivotal” or “supportive,” this one is labeled “intrusive.” Since the designation of the district, changes have been made to the property, including new windows and an addition on the east end of the property. The property’s historic integrity is poor and it does not contribute to the historic character of the Lowertown Historic District.