

2022-2023 ANNUAL REPORT



The following is the annual report of the St. Cloud Heritage Preservation Commission (HPC) for the fiscal year October 1, 2022—September 30, 2023. The report was prepared according to the guidelines outlined in “Procedures for Applying for and Maintaining Certified Local Government Status (CLG).” The Minnesota State Historic Preservation Office (SHPO) administers CLG status for the National Park Service in Minnesota. An annual report is one of the requirements for maintaining CLG status.

Submitted to the St. Cloud Heritage Preservation Commission on December 19, 2023.



St. Cloud Heritage Preservation Commission

In 1990, the City of St. Cloud enacted a historic preservation ordinance to establish a heritage preservation commission (HPC), and one year later became a Certified Local Government (CLG).

The HPC's nine voting members are comprised of persons with a demonstrated interest and expertise in preservation. Members are appointed by the Mayor and approved by the City Council. In 2023, the Sr. Cloud City Council changed the two ex-officio members from St. Cloud State University and Housing & Redevelopment Authority (HRA) to Two voting members.

During this reporting period, Sonya Smetana and Krister Johnson resigned from their positions due to moving out of the area. Betsy Rakotz chose not to seek reappointment when her term expired. Betsy Rakotz served as Preservation-Related Professional until April 2023, the position is currently vacant. Two new members joined the Commission, Elizabeth Becker and Emily Esch . Both new members serve in undefined roles on the commission.

The following is a list of HPC members as of September 30, 2022:

- Sheila DeVine, Chair (Planning Commission Representative)
- Eric Cheever, Vice Chair (Stearns County History Museum Representative)
- Mark Lenaghan, (Real Estate Professional Representative)
- Chuks Ugochukwu (St. Cloud State University Representative)
- Vacant (Preservation-Related Professional)
- Paul Soenneker (Housing & Redevelopment Authority (HRA) Representative)
- Elizabeth Becker
- Emily Esch
- Vacant, At-Large Seat

Abby Schneider is the HPC's Recording Secretary.

All commission members can be reached at the following contact information:

Attn: Commissioner Name

Planning & Zoning Department

St. Cloud City Hall

1201 7th Street South

St. Cloud, MN 56301

Email: planner@ci.stcloud.mn.us

Ph: 320-255-7218



During this reporting period, the HPC was actively involved in reviewing Heritage Preservation Alteration Permits and began the updating of the Heritage Preservation Manuals including community outreach about the HPC and the manual projects. Through the years, the St. Cloud HPC has successfully integrated historic preservation into broader community development initiatives and events. This includes numerous publications to expand public awareness of the City's history. The HPC has completed comprehensive surveys, developed design manuals, and prepared downloadable audio tours. In 2005 the community was designated as a Preserve America Community.

Staff: In the reporting period Isabella Margl, Planner I was the main staff for the HPC. Community Development Director, Matt Glaesman, has continued working with Isabella Margl in navigating the position of lead staff.

Two commissioners, along with Staff, attended the PreserveMN 2023 conference in Mankato in September 2023. The HPC held monthly meetings throughout the year. Minutes of each meeting are recorded and filed in the St. Cloud Planning and Zoning Department. Meetings are held the fourth Tuesday of the month at 4:00 p.m., in the Council Chambers at City Hall and are open to the public.

Inventory and Survey

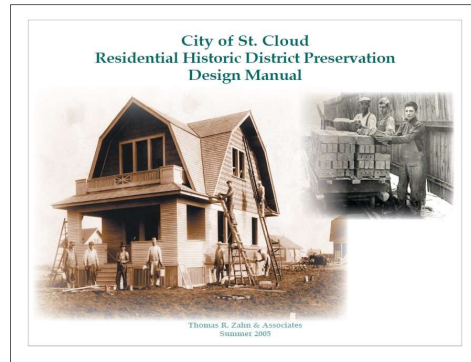
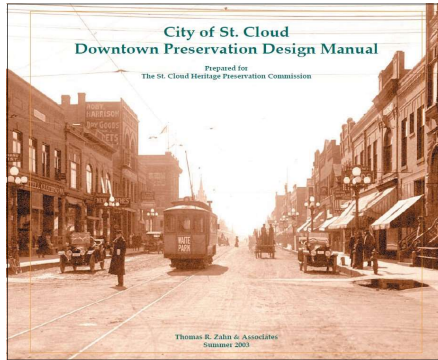
Surveys: The HPC retains Phase I-VI historic inventory forms in the St. Cloud Planning and Zoning Department. Currently, the City has inventoried approximately 1,300 properties. Each inventory form contains a brief description of the resource/structure, an approximate date of construction, possible category of significance, and a photograph (s). Some also contain news articles and information on the original home owner. Inventory information is available to the public during normal business hours.

During this reporting period, the HPC did not complete any additional inventory/survey work.



Heritage Preservation Property Alteration Permit Review

In 2000, the HPC began reviewing building permits for properties located within the City's five local historic districts. The City of St. Cloud Downtown Preservation Design Manual and City of St. Cloud Residential Historic District Preservation Design Manual and Heritage Preservation Property Alteration Permit are the basis for review. An alteration permit is required for projects involving the demolition in whole or part, reconstruction, repairs, or erection of exterior signs, moving of buildings, new construction, and any exterior alterations. The Preservation Manuals update began in August of 2023.



In the reporting period the HPC approved a total of 37 applications. Most of these applications in 2022-2023 were for in-kind replacement of roofing. There were two demolition requests in the reporting period, one of which was pulled by the applicant and the other was approved. Both were in the Southside Neighborhood Historic District. The approved demolition was due to health and safety concerns and was considered a major project needing approval by the HPC.

Major Work (Approved by the HPC)

During this reporting period, the HPC issued 12 Certificates of Appropriateness (COAs) for major work. Seven major work projects were located in the Southside Neighborhood Historic District and four projects were located in the Downtown Commercial Historic District and one in the Pantown Neighborhood Historic District.

Minor Work (Approved by Staff or Staff with HPC Chair Approval)

During this reporting period, HPC staff issued eighteen Certificates of Appropriateness (COAs) for minor work. Six minor work projects were located in the Southside Neighborhood Historic District, four in the Downtown Commercial Historic District, and eight minor work projects were located in the Pantown Neighborhood Historic District.

A full listing of COAs is available in St. Cloud Planning and Zoning. The listing of the HAPs submitted during the reporting period, starts on page 14 of this report.

Preservation Manual Updates

The Preservation Manuals the City of St. Cloud currently uses are about 20 years old. Guidance and building materials have changed, and so have the layouts of the historic districts. The HPC received \$10,000 in Legacy Grant funds and \$33,993 from the SHPO, CLG Grant Funds. The City Contracted with Bolton and Menk in August of 2023 to begin the update of both the Residential and Downtown Commercial Preservation Manuals.



71% of HAPs get same day approval: roofs, and in-kind window replacement.

29% of HAPs need HPC review: new signs, new construction, and building addi-





Inventory and Survey

Designations:

Local Designations: During this reporting period, the HPC did not recommend any local historic landmarks or districts to the St. Cloud City Council for consideration for designation.

The City has designated five local historic districts: the Southside Neighborhood Historic District, St. Cloud Commercial Historic District, Pantown Neighborhood Historic District, Barden Park Historic District and Southeast Side Historic District.



*Clarke House – 356 3rd Ave. So.
1893 – 19th century mansion*



*Pantown House – 3123 8th Ave N.
Built 1918 – earliest known owner, 1921
- Rt. Rev. Monsignor Camille Thiebaut, Director and Business Manger at St. Cloud Institute*

Highlights of St. Cloud's Historic Districts



*Raymond House – 801 4th Ave. So.
1882 – first structure in Barden Park*



Turn-of-the-century circus parade, looking southward at 500 block of St. Germain Street West



Southside Neighborhood Historic District



Southeast Side Historic District



Pantown Neighborhood Historic District



St. Cloud Commercial Historic District



Barden Park Historic District

National Register Designations: During this reporting period, the HPC did not nominate any historic landmarks or districts to the National Register of Historic Places for consideration.

The St. Cloud Commercial Historic District and several landmark properties have been listed on the National Register of Historic Places.



Public Outreach and Education

2022/2023 Century Homes Recognition Program

In 1998, the City of St. Cloud established the annual Century Homes Recognition Program to recognize homeowners that have maintained their historic home's original architectural character. To qualify, homes must have been originally built for residential use, be documented to be 100 years or older, be located within the city limits of St. Cloud, and demonstrate how older houses should be cared for. For 2022 the Commission decided to wait and combine the 2022 and 2023 Century Homes Program. There are 190 newly eligible homes between 2022 and 2023. Unfortunately, there were not applications received. The HPC plans to present the awards in May 2023 for History Month. To date, the HPC has accepted over 80 houses into the Century Homes Recognition Program.

Past Century Home Recipients



911 7th Avenue S
Owned by Aaron Marshall

713 13th Avenue S
Owned by John Eggers



Below: 2022/2023 Century home Application Info Page

Below: 2022/2023 Program Advertisement





Current Community Education and Marketing Plan

Final Report
Marketing and Community
Engagement Plan

Prepared for the St. Cloud Heritage Preservation Commission
December 2020



Community Education and Marketing Plan Update

In 2007, the City of St. Cloud worked with Grasshopper Communications to develop the Community Education and Marketing Plan for the HPC. The goal of the Plan was to “outline a strategic approach to develop a distinct public identity for the Heritage Preservation Commission and provide ways for the HPC to effectively communicate with St. Cloud’s many stakeholders.”

The St. Cloud HPC was awarded a Certified Local Government (CLG) Grant in 2019 to update the Plan. In February 2020, the City entered into a contract agreement with Apparatus, a marketing and public relations firm from Minneapolis, MN to assist the HPC in this effort. The start of the project was delayed due to the COVID-19 pandemic, but stakeholder interviews and focus group sessions began in late summer 2020 and work continued into this reporting period. Specific work sessions with the HPC were held October 20 and 27, 2020. The resulting document is an outline of recommendations aimed to direct the Commission’s focus, reestablish an online presence and reimagine processes and establish better working partnerships with groups in the St. Cloud area. The Community Education and Marketing Plan was approved and adopted by the HPC on April 20, 2021.

In 2022, the Commission revisited the incentives laid out in the 2007 & 2020 plans and began working towards accomplishing goals to better educate the community about the Heritage Preservation Commission and preserving historic homes. The Commission decided they needed to form a more solid working relationship with Saint Cloud State University. The HPC used the relationship with SCSU to start to review of the Preservation Design Manuals, determining the need for update. In December of 2022, the students presented their findings to the City Staff. In the Spring of 2023, Staff began applying for grants to fund the updates to the Preservation Manuals. In August 2023, the City contracted with Bolton and Menk to begin the update of the Downtown Commercial and Residential Preservation Manuals. This Project is scheduled to be complete in Spring of 2024.

Other City Preservation Initiatives

In September 2020, the City of St. Cloud Planning Commission and City Council Adopted the Southside Neighborhood Conservation District with the purpose of enhancing the neighborhood by managing its growth and change by adding additional standards above and beyond the provisions of the underlying district which will apply within this district. The Southside Neighborhood Conservation District promotes new construction that is in character with the existing scale and architectural style of the neighborhood, protects the district from the loss of architecturally or historically important buildings, prohibits new construction that is not in character with the neighborhood, and protects against additions to buildings that would lessen their architectural importance. The Southside Neighborhood Conservation District requirements are less comprehensive and less restrictive than the Southside Neighborhood Historic District. The conservation district is located directly south of the Southside Historic District.



Public Outreach and Education

“Preserving St. Cloud” History Tours

Since 2008, the City has received a number of CLG grants to develop the “Preserving St. Cloud” History Tour collection. This collection includes the following tours: Barden Park, Highbanks, Downtown, Pantown, and Riverwalk, featuring a total of 65 landmarks.

All tours are available to be checked out from the St. Cloud Planning and Zoning Department or viewed online on the [City’s website](#) and [YouTube](#).



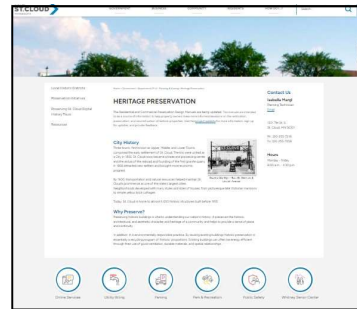
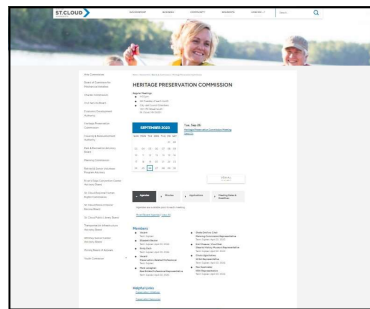
HPC Website

During this reporting period, Staff continued to update the City’s website to provide the public greater access to planning related resources. The website includes a comprehensive listing of historic preservation initiatives, resources and information links under “[Heritage Preservation](#)” link.

The monthly HPC agenda and minutes are also available [online](#). In addition, the preservation resource library has been updated, which assists property owners with restoration and rehabilitation projects. The resource page houses a link to the U.S. Department of the Interior National Park Service “Preservation Briefs” in addition to local, state, and national resources for preservation projects.



“Preserving St. Cloud”
History Tour Stops

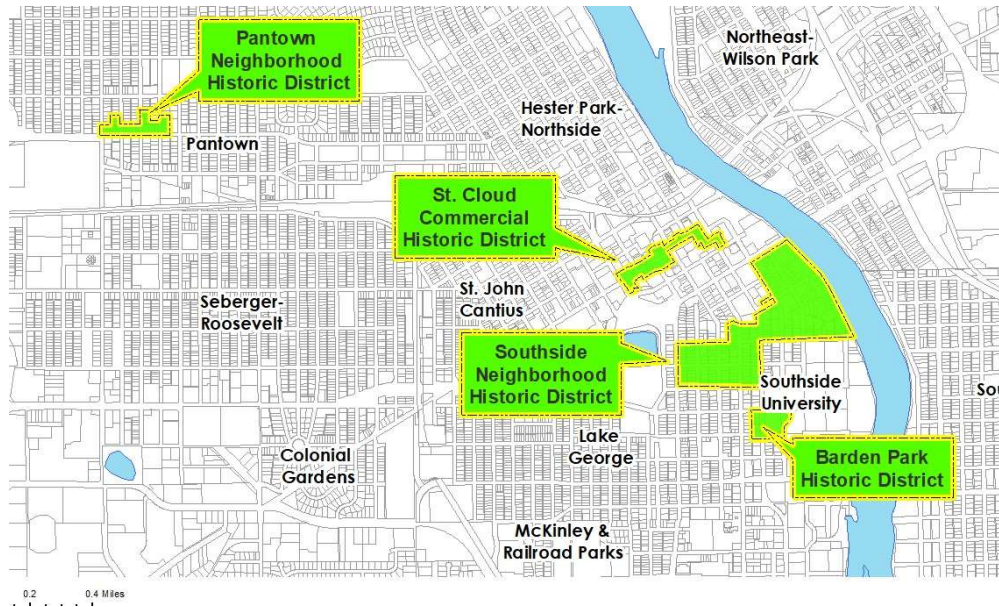
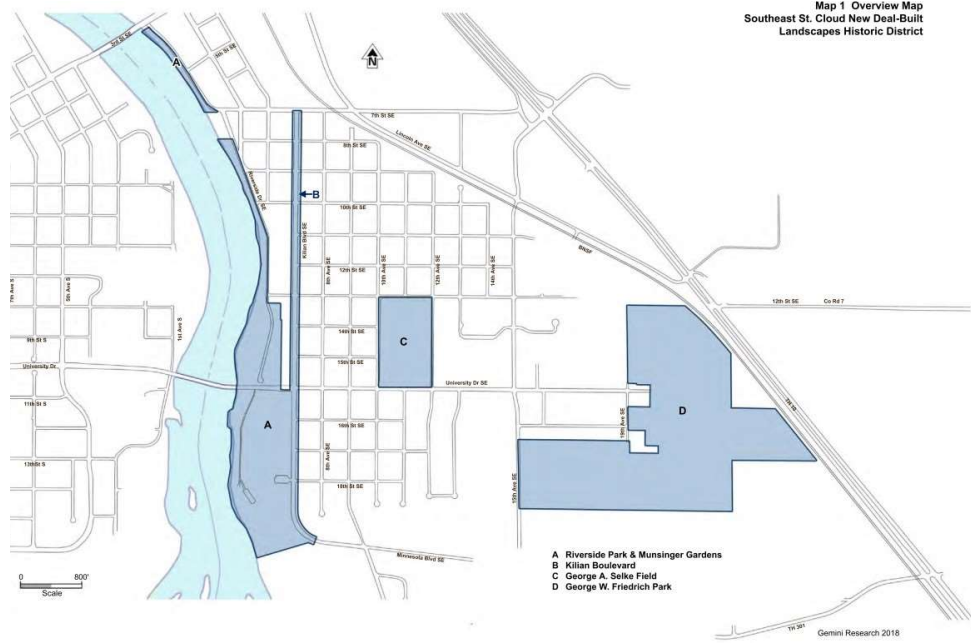


City’s Geographic Information Systems (GIS) Development

In 2004, the City began the process to develop a City-wide GIS. The system has enabled staff in a variety of departments to increase efficiency (time savings) and improve effectiveness (better service) with relatively limited expense compared to the benefits received. Identification of the City’s historic properties/structures is quicker, in addition to obtaining property owner information.

In August 2009, the City launched SCGIS, which provides historic preservation related information to the public via the City’s website. By clicking a specific property, the user can identify if the property is located in a local historic district by adding the historic district layer to the map.

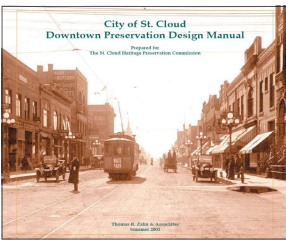
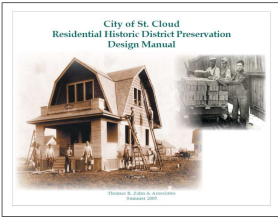
Southeast Side Historic



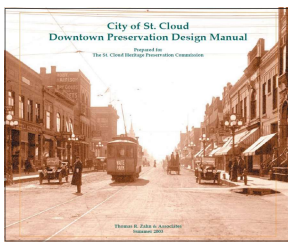
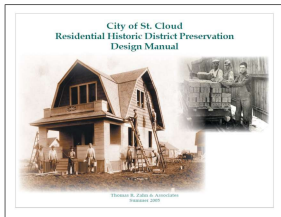
The above maps indicate the inventoried properties. For a full listing of surveyed areas please contact St. Cloud Planning at 320-255-7218 or planner@ci.stcloud.mn.us. All inventory files are located at St. Cloud City Hall 1201 7th St. S., St. Cloud, MN 56301 in the Planning Office.



PROJECT NUMBER	PROJECT TYPE	DATE
	PROJECT SUBTYPE	DATE
ADDRESS	STATUS	DATE
	PLANNER	DL FOR ACT DATE
DESCRIPTION		DATE
		DATE
DETAILS		
HAP2022-30	HERITAGE ALTERATION PERMIT	10/6/2022
	MAJOR	11/22/2022
3 Highbanks Pl S	APPROVED- HPC	11/23/2022
New Garage Addition		11/23/2022
Must be approved for variance before HAP can be processed.		
Variance approved 11/15/2022		
HAP2022-31	HERITAGE ALTERATION PERMIT	10/6/2022
	MINOR	10/10/2022
810 ST GERMAIN ST W	APPROVED- ADMIN	10/10/2022
Awning		10/10/2022
HAP2022-32	HERITAGE ALTERATION PERMIT	10/10/2022
	MINOR	10/10/2022
516 9 AVE S	APPROVED- ADMIN	10/10/2022
Reroof		10/10/2022
HAP2022-33	HERITAGE ALTERATION PERMIT	10/10/2022
	MINOR	10/11/2022
3 Highbanks Pl S	APPROVED- ADMIN	10/11/2022
Masonry Repair		10/11/2022
HAP2022-34	HERITAGE ALTERATION PERMIT	10/11/2022
	MINOR	10/12/2022
214 3 AVE S	APPROVED- HPC CHAIR	10/12/2022
New Sign		10/12/2022
HAP2022-35	HERITAGE ALTERATION PERMIT	10/11/2022
	MAJOR	
919 ST GERMAIN ST W 1	WITHDRAWN	11/17/2022
Store Front		11/17/2022

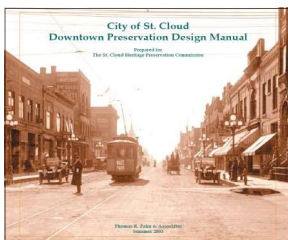
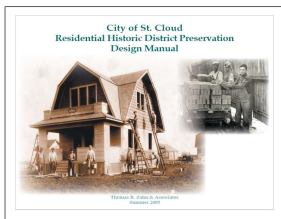


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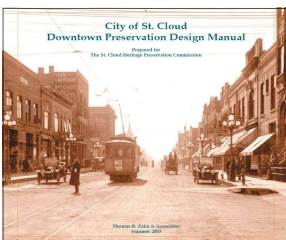
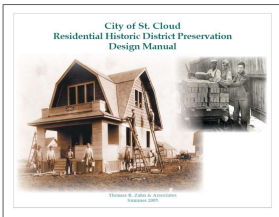
HAP2022-36	HERITAGE ALTERATION PERMIT	10/20/2022
	MINOR	10/20/2022
3107 8 ST N	APPROVED- ADMIN	10/20/2022
Reroof		10/20/2022
HAP2022-37	HERITAGE ALTERATION PERMIT	11/14/2022
	MINOR	11/15/2022
396 1 AVE S	APPROVED- ADMIN	11/15/2022
Reroof		11/15/2022
HAP2022-38	HERITAGE ALTERATION PERMIT	12/6/2022
	MINOR	12/14/2022
3023 8 ST N	APPROVED- ADMIN	12/14/2022
Window Replacement		12/6/2022
The approval of the 3 main floor windows is subject to the following conditions:		
HAP2022-39	HERITAGE ALTERATION PERMIT	12/14/2022
	MAJOR	
403 6 AVE S	DENIED	2/3/2023
reside-change material		1/24/2023
HAP2022-40	HERITAGE ALTERATION PERMIT	12/29/2022
	MINOR	12/29/2022
402 8 AVE S	APPROVED- ADMIN	12/29/2022
reroof of gable roof and steeple		12/29/2022
HAP2023-01	HERITAGE ALTERATION PERMIT	3/3/2023
	MINOR	3/28/2023
22 HIGHBANKS PL S	APPROVED- HPC	3/29/2023
8 Windows		3/29/2023
HAP2023-02	HERITAGE ALTERATION PERMIT	3/3/2023
	MAJOR	3/28/2023
811 ST GERMAIN ST W	APPROVED- HPC	
paint, door, sign		3/28/2023
3/29/23 Practically approved. Applicant needs to provide stair with paint color and light fixture choices for administrative approval before building permit will be released.		
1. The brick must be painted with masonry paint and should be an "earth tone" (greens, dark		

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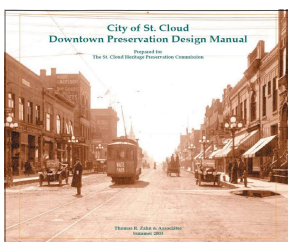
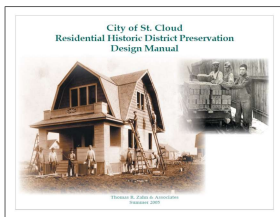
HAP2023-03	HERITAGE ALTERATION PERMIT	3/3/2023
	MINOR	3/6/2023
905 ST GERMAIN ST W	APPROVED- ADMIN	3/6/2023
Awning		3/6/2023
HAP2023-04	HERITAGE ALTERATION PERMIT	3/3/2023
	MAJOR	3/28/2023
919 ST GERMAIN ST W	APPROVED- HPC	3/29/2023
Reroof		3/29/2023
HAP2023-05	HERITAGE ALTERATION PERMIT	3/14/2023
	MAJOR	3/28/2023
820 ST GERMAIN ST W	APPROVED- HPC	3/29/2023
New Awning		3/29/2023
HAP2023-07	HERITAGE ALTERATION PERMIT	4/11/2023
	MAJOR	
214 3 AVE S	WITHDRAWN	4/25/2023
Demo		4/11/2023
HAP2023-08	HERITAGE ALTERATION PERMIT	4/12/2023
	MAJOR	4/25/2023
45 Highbanks Pl S	APPROVED- HPC CHAIR	4/26/2023
Reroof-material change		4/12/2023
Shingles must be Colonial Slate, Approved with Chair.		
HAP2023-09	HERITAGE ALTERATION PERMIT	6/27/2023
	MAJOR	
398 5 AVE S	WITHDRAWN	6/27/2023
porch, windows, siding		6/27/2023
		6/27/2023
5/11/2023 Waiting on information, application is in complete		
Application Void as incomplete. Applicant never provided additional information that was requested on 5/1/23		
HAP2023-10	HERITAGE ALTERATION PERMIT	
	MAJOR	
517 8 AVE S	WITHDRAWN	6/26/2023
Garage Alteration		6/26/2023
		6/26/2023
Application Void as incomplete. Applicant never provided additional information that was requested on 5/1/23.		
5/11/23 waiting on additional information- application currently incomplete.		

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HAP2023-11 901 ST GERMAIN ST W	HERITAGE ALTERATION PERMIT	5/11/2023
	MINOR	5/11/2023
	APPROVED- ADMIN	5/11/2023
Recovering of Awning		5/11/2023
Recovering of awning, similar text, same color, canvas material		
HAP2023-12 818 30 AVE N	HERITAGE ALTERATION PERMIT	5/12/2023
	MINOR	5/12/2023
	APPROVED- ADMIN	5/12/2023
Reroof		5/12/2023
Color: Barkwood		
HAP2023-13 3223 8 ST N	HERITAGE ALTERATION PERMIT	5/23/2023
	MINOR	5/23/2023
	APPROVED- ADMIN	5/23/2023
Reroof		5/23/2023
HAP2023-14 820 31 AVE N	HERITAGE ALTERATION PERMIT	6/8/2023
	MAJOR	
	WITHDRAWN	6/16/2023
Doors		6/16/2023
		6/16/2023
HAP2023-15 45 HIGHBANKS PL S	HERITAGE ALTERATION PERMIT	6/15/2023
	MAJOR	6/16/2023
	APPROVED- ADMIN	6/16/2023
Shed & Balcony Railing		6/16/2023
HAP2023-16 3111 8 ST N	HERITAGE ALTERATION PERMIT	6/12/2023
	MINOR	6/12/2023
	APPROVED- ADMIN	6/12/2023
Reroof		6/12/2023
Approved in Chateau Green home owner waited, approved copy given in person		
HAP2023-17 834 31 AVE N	HERITAGE ALTERATION PERMIT	6/26/2023
	MINOR	6/26/2023
	APPROVED- ADMIN	6/26/2023
Reroof		6/26/2023

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HAP2023-18 14 Highbanks Pl S	HERITAGE ALTERATION PERMIT	7/17/2023
	MAJOR	7/25/2023
	APPROVED- HPC CHAIR	7/26/2023
Resize window, Siding, roof, relocating door		7/26/2023
HAP2023-19 820 31 AVE N	HERITAGE ALTERATION PERMIT	7/13/2023
	MINOR	7/14/2023
	APPROVED- ADMIN	7/14/2023
Replace Rear Door		7/14/2023
HAP2023-20 327 4 AVE S	HERITAGE ALTERATION PERMIT	7/18/2023
	MAJOR	7/25/2023
	APPROVED- HPC CHAIR	7/26/2023
Garage Siding		7/26/2023
HAP2023-21 420 8 AVE S	HERITAGE ALTERATION PERMIT	8/8/2023
	MAJOR	
	RECEIVED APP	
Demo		8/8/2023
HAP2023-22 14 Highbanks Pl S	HERITAGE ALTERATION PERMIT	8/18/2023
	MAJOR	8/29/2023
	APPROVED- HPC	8/31/2023
window resize, replacement, door move, siding		8/31/2023
HAP2023-23 3013 AVE S	HERITAGE ALTERATION PERMIT	9/8/2023
	MAJOR	9/26/2023
	APPROVED- HPC	9/27/2023
Reroof-Material Change		9/8/2023
<p>The approval is subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The parts of the home that currently have Masonite Woodruf shingles must be reroofed with Pinnacle Pristine Asphalt shingles either in Heatherblend or Morning Harvest. 2. No structural alterations are allowed to the roof including reconfigured pitch or peak, new skylights, chimney reconstruction, or other similar repairs without a subsequent heritage alteration permit. 		
HAP2023-24 700 ST GERMAIN ST W	HERITAGE ALTERATION PERMIT	9/13/2023
	MINOR	9/14/2023
	APPROVED- ADMIN	9/14/2023
Rooftop Furnaces		9/14/2023

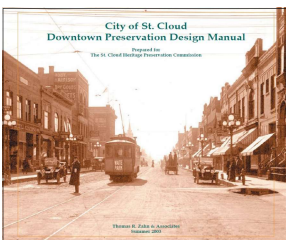
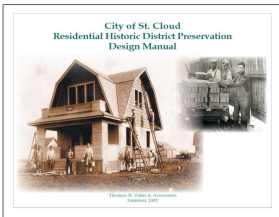
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HAP2023-25 3914 AVE S	HERITAGE ALTERATION PERMIT	9/13/2023
	MAJOR	9/26/2023
	APPROVED- HPC	9/27/2023
Reroof & Siding		9/14/2023
HAP2023-26 412 7 AVE S	HERITAGE ALTERATION PERMIT	9/20/2023
	MAJOR	
	DENIED	9/27/2023
Replace Siding Material Change		9/27/2023
HAP2023-27 3023 8 ST N	HERITAGE ALTERATION PERMIT	9/25/2023
	MAJOR	9/26/2023
	APPROVED- HPC	9/27/2023
Front and Rear Doors		9/27/2023

Subject to the following conditions:

1. The front door must have a 6-window configuration similar to the door that is currently on the home.
2. The doors should be either pre-colored or painted brown to match the current trim on the home.
3. If storm doors are added, they should be similar in character to the current storm doors with similar window configurations. They should also be pre-colored brown or painted to match the existing trim on the home.





Mission:

To recognize and protect building and sites that reflect significant elements of the City's cultural, social, economic, political, visual or architectural history.

Historic photographs courtesy of the Stearns County History Museum.