



## Legislation Text

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**File #:** HPC Res. 2024-008, **Version:** 1

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**HPC Meeting Date:** July 3, 2024

**To:** Members of the Heritage Preservation Commission

**From:** Mathias Hughey, Associate City Planner

Certificate of Appropriateness for window sash replacements on 323-325 Division St S. - Second Mergen Building.

**Action Requested:**

The Heritage Preservation Commission is asked to review and conditionally approve the Certificate of Appropriateness (HPC Resolution 2024-008) for replacing the window sashes at 323-325 Division St. S. - the Second Mergen Building.

**Summary Report:**

The applicant, Merchants Bank, is seeking approval to replace the window sashes of eight (8) upper-story windows. The property address is 323-325 Division St. S., the Second Mergen Building and the historic inventory form is attached.

The application materials are also attached.

Of the seven criteria to be considered by the Heritage Preservation Commission the required finding is met, two are not applicable, and four are met or conditionally met. Staff have found that Criteria D is not met for the four windows on the southern building where grids are proposed to be applied to the window panes. Criteria D would be met if these grids were removed. Alternatively, Criteria D would be met if the applicant provided documentation of the windows featuring a similar treatment during the period of significance.

Staff Recommendation

Staff recommends approval of the Certificate of Appropriateness for replacing the window sashes per the attached documentation subject to the following condition: that the windows on the southern building be replaced with windows that do not include grids.

Attached is a resolution draft for the HPC to review. HPC members can contact staff in advance to make edits if there are any proposed changes.

**Alternative Options:**

The HPC could approve the COA without conditions or deny the COA. Both options would require modifying the resolution to provide additional justification and findings.

**Financial Impacts:**

N/A

**Tentative Timelines:**

N/A