

MINUTES
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF GREEN BAY
Monday, May 13, 2013
Room 210, City Hall
4:00 p.m.

PRESENT: Roger Retzlaff, Jacqueline Frank, Alderman Mark Steuer, Chris Naumann, Susan Ley, Jeanine Mead

ALSO PRESENT: Neil White, Bill Kloiber, David Boyce

EXCUSED: Melissa Hauk

The meeting was called to order by Roger Retzlaff at 4:00 p.m.

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve April 8 and April 22, 2013 Minutes

Motion made by Ald. Steuer to approve the April 8 and April 22, 2013 Minutes, seconded by Jacqueline Frank. All in favor. Motion carried.

- b. Modify and adopt agenda

Motion made by Ald. Steuer to approve the agenda, seconded by Jeanine Mead. All in favor. Motion carried.

2. DESIGN REVIEW

- a. Review and discuss renovations at 154 N. Broadway

Chris Naumann, Executive Director of "On Broadway, Inc.," spoke regarding this project. This building is owned by Prohit Marketing which will have an office on the second floor. Previously, the first floor tenants were Monzu Bistro and Salon 54. Salon 54 has now expanded on the ground floor and Monzu has moved to a different location within the district. That space is now occupied by Marty's Bagels and Coffee.

The work is limited to a sign above the main entrance.

Motion made by Ald. Steuer to approve the renovations at 154 N. Broadway, seconded by Jacqueline Frank. All in favor. Motion carried.

- b. Review and discuss renovations at 227 Walnut Street and 109 Adams Street (Schauer-Schumacher Building)

Chad Cornette spoke on behalf of this project. These buildings have been vacant for several years. Renovations would include changes to the exterior façade resulting from developing condominiums on the second level (and third level at 109 Adams) and commercial space on the street level. Additional windows for the condominiums would be cut into the upper level of the building. Signage and storefront awnings would go over the windows.

A sign will be installed on the corner of the building, metal awnings will be installed over the storefront windows. Jump platforms (balconies) off the apartments will be utilized for fire safety. The storefront glass will be changed to insulated glass. A new fire escape stairway will be installed on the ground level, which will reduce the width of the west-most window to accommodate an exit door and a short section of solid wall. A decorative gate might be installed on the alley side of the building. Part of the first floor will be removed to create a covered parking area.

Neil White of the Economic Development Department stated the future is not very long for this property. The roof is probably good for only one more winter. Economic Development is concerned if something isn't done with these properties in the near future, because they are unstable, they could be turned into a parking lot. The funeral home building is an especially unique building. This is a major corner in the downtown area and preserving them is essential for the development of downtown Green Bay.

Chad Cornette stated the water damage from the roof needs to be addressed. Part of the overall budget for this project is to mitigate the water damaged brick and the leaking roof.

The drawing of the rear of the building shows the alley entry. This is not part of their property but the developer is trying to buy it from the current owner. The roof deck would remain the same and will be accessible by everyone in the building. The original plan included a fire escape down to Adams Street from the roof deck; however, now the fire escape has been removed. There will be a 50 person limit allowed on the roof deck, which will have a one stair exit.

Chad Cornette stated this renovation will include 8 to 9 condominiums. They will be marketed as Chicago-style, warehouse, loft apartments. The ceiling heights are 11 to 17 feet. Commercial space will consist of 3,000 feet. The second floor windows will remain bumped out as they are currently, but new, insulated, operable windows will be installed.

It is up to the developer to decide if he will apply for historic tax credits. Neil White stated that this Wednesday, the Tourism Committee in Madison is having a public hearing at 10:00 a.m. regarding Chad Weininger's bill for historic preservation tax credits. This bill would increase tax credits from 5 to 20 percent in the state of Wisconsin.

Regarding the jump platforms, Roger Retzlaff is not sure if the city has a requirement where parts of a building can extend beyond the property line into the public way. This should be checked into. Roger would personally avoid making the stone band a darker color. It looks nice the way it is. Regarding the door in the alley, Roger suggested finding

material that is more in keeping with the base stone, rather than bringing brick in. Also, the building signage could have a more art deco look.

Jacqueline Frank would like the building to retain its historic look. New windows or doors should look similar to what was there previously.

Neil White will schedule a time for the HPC to tour this building and others in the downtown area.

A motion supporting this renovation project, keeping the historical aspects suggested above by the HPC, in addition to coming before the HPC again and providing any updates prior to applying for a permit, was made by Chris Naumann, seconded by Jacqueline Frank. All in favor. Motion carried.

3. **REPORTS**

a. Awards program

Ald. Steuer said he received good feedback from a few alderpersons. The awards program lasted approximately 35 minutes and went very well. The Mayor would have preferred it to be a little shorter, as the council meeting lasted for several hours afterwards. Roger stated he appreciated the Mayor's and Council's patience at the ceremony.

Chris Naumann suggested that next year they partner up with other organizations and have an awards banquet. Ald. Boyce suggested having it and other events at the Museum.

b. Others as information is available

None.

4. **CORRESPONDENCE**

None.

5. **OLD BUSINESS**

a. Strategic Planning – led by Jacqueline Frank and Chris Naumann

Jacqueline Frank and Chris Naumann met recently and drafted a strategic plan outline which was distributed to the members. Today's discussion will include the HPC's mission and the current ordinance. Next month's topic will be the HPC's overall vision (i.e., where do they want to go, what do they want to be, where should they be 20 years from now, what are their strengths and weaknesses, what are the obstacles they encounter?) Future discussions can include topics such as integrating with the City Planning Department, community education, community partnership and advocacy.

Jacqueline and Chris will then draft documents from these monthly discussions which the HPC can discuss in further detail and following meetings.

In August and September, the HPC will discuss strategies. What major objectives should come from their vision statement? In late September, public listening sessions could be scheduled. The HPC could also schedule a time to meet with the Mayor and other city departments.

In October, the discussion documents will be reviewed to help determine their annual budget.

The HPC's mission statement on the city website states as follows: "The City of Green Bay Historic Preservation Commission is sanctioned by the General Ordinance No. 53-95 creating Section 13.62 Green Bay Municipal Code. The Green Bay Historic Preservation Ordinance was signed into law on December 5, 1995. The Commission was assembled for its first meeting on May 13, 1997. The purpose of the Commission is to carry out directives of the Green Bay Historic Preservation Ordinance and to foster preservation and appreciation of the historic built environment and archeological sites within the City."

The current historic preservation ordinance [makes the HPC] advisory in nature. When it changes, the mission statement can also change. Chris Naumann said it is important to acknowledge in the mission statement that the HPC has empowerment from the City. The vision statement can be a broader statement of what they are doing.

Roger said they could do strategic planning just within the context of the ordinance, or they could do it as a test for the ordinance to see how valid it is.

Chris Naumann suggested they draft language for a formal mission statement to present at the next meeting. Jacqueline feels they should have a vision statement before drafting a mission statement.

Discussion regarding what organizations to invite to the monthly meetings, including the Brown County Historical Society, archival groups such as UWGB and the Neville Museum, the ARC and [Local History and Genealogy Section of the Brown County Library].

Chris and Jacqueline will put together a SWOT analysis for everyone to look at and revise as needed, along with questions for discussion. They will contact the above-referenced individuals by letter. The next SWOT meeting will be June 10.

6. NEW BUSINESS

- a. Review monthly building activity report

A motion to receive and place on file the April monthly building report was made by Chris Naumann, seconded by Susan Ley. All in favor. Motion carried.

7. OTHER ANNOUNCEMENTS, CORRESPONDENCE AND NEWS

Mark would like the commission members to communicate with their legislators regarding historic tax credits. It is their responsibility to find out more information about this proposed bill. Public hearings begin on Wednesday in Madison.

Bill Kloiber reported that Divine Temple Church of God in Christ, 425 Cherry Street, received national historic designation in September. There will be an event on Friday, June 28, 2013 from 1:00 until 3:00 p.m. Sharon Harper would like help in organizing this event.

8. NEXT MEETING DATE

The next meeting date of June 10, 2013 at 4:00 p.m. was confirmed.

9. ADJOURNMENT

A motion to adjourn was made by Jeanine Mead, seconded by Jacqueline Frank. All members voted in favor of the motion. Motion carried.