

MINUTES
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF GREEN BAY
Monday, August 12, 2013
Room 210, City Hall
4:00 p.m.

PRESENT: Roger Retzlaff, Jacqueline Frank, Chris Naumann, Jeanine Mead, Melissa Hauk, Ald. Mark Steuer

EXCUSED: Susan Ley

ALSO PRESENT: Ald. Tim De Wane, Cheryl Renier-Wigg, Bill Kloiber, Sharon Harper,

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

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve July 15, 2013 Minutes

Motion made by Ald. Steuer to approve the July 15, 2013 Minutes, seconded by Jeanine Mead. Six in favor, one abstention (Jacqueline Frank). Motion carried.

- b. Modify and adopt agenda

Motion made by Chris Naumann to remove item 5 (a) from the agenda and move items 3 (a) and (b) up in the agenda, seconded by Jacqueline Frank. All in favor. Motion carried.

3. REPORTS

- a. Demolition waiting period ordinance – report on working group meeting

Roger Retzlaff stated the group (Attorney Kail Decker, Kevin King, Richard Larsen, Cheryl Renier-Wigg) met on Friday to continue the discussion about potential changes to the zoning ordinance regarding building demolitions. Roger Retzlaff will type up a report to hand out at the next meeting.

- b. 619 Porlier Street

Cheryl Renier-Wigg reported that Attorney Decker gave the owners until the end of August to develop a plan or come up with a buyer. No one has come to the city expressing an interest in the property. The owner is not interested in working with NeighborWorks. The owner said he will contact the city with any new developments.

Ald. Steuer stated that he, Tim De Wane and Cheryl Renier-Wigg looked at the house a couple weeks ago. The next day “No Trespassing” signs were posted on the property.

Roger Retzlaff feels the HPC has done their due diligence regarding this property. At this point, he would like to get permission from the owner to document the building by obtaining photographs and seeing if any historical information exists.

Cheryl Renier-Wigg reported there are two more properties the HPC may want to keep an eye on. One is the Techtronics Building on Main Street. The City has permission from the Court to tear this building down, but this is not its goal. Secondly, the RDA is looking into purchasing four buildings on the corner of Chicago and Monroe Streets. The plan is for three of them to come down.

2. DESIGN REVIEW

a. Review and discuss renovations at 1010 S. Van Buren Street

Jason De Jardin, property owner, stated he wants to replace the plywood and membrane on the flat roof on the north side porch of the house. This part of the house does not face a primary street, but a neighboring property. Badgerland Restoration and Remodeling of Waupaca has been contracted to do the work. Replacement trim will be painted to match the rest of the house. Black EPDM membrane will be used.

Motion made by Chris Naumann to approve the renovations at 1010 S. Van Buren Street, seconded by Ald. Steuer. All in favor. Motion carried.

b. Review and discuss renovations at 149 N. Oakland Avenue

Jon and Patty Olson, homeowners, stated they want to replace 35 windows (out of 52) on the main house and put up fence in the back yard. They moved into the house about a month ago and none of the windows opened. New vinyl window sash will be installed to replace the existing wood, single glazed windows. They will have a similar look -- white, double hung, replicating the divided light pattern using a *profiled* grid inserted between the panes of the insulating glass sash units. This is a sash replacement (existing frames left in place). The existing windows have divided light upper sash and single light lower sash; single glazed. Remaining wood storms have a fully divided light appearance lending a shadow line appearance for the upper half of the windows. The resulting work will not maintain this effect. The owners were advised the grid within the insulating glass will be marginally less energy efficient than an applied grid on the outside of the glass while appearing like leaded glass rather than wood divided light construction. Window World will install the windows.

The fence will be a basic picket fence around the back yard with only one side being visible from the street. The wood will be natural cedar.

Motion made by Ald. Steuer to approve the renovations at 149 N. Oakland Avenue, seconded by Chris Naumann. All in favor. Motion carried.

4. CORRESPONDENCE

- a. Attorney Tony Wachewicz e-mail correspondence regarding e-mail communications between commission members

Roger Retzlaff reported that Attorney Wachewicz sent him an e-mail indicating the HPC should only communicate individually by e-mail and not discuss matters in a group e-mail.

5. OLD BUSINESS

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

Item removed from agenda per the request of Jacqueline Frank.

- b. Demolition Waiting Period – action as may be needed according to action of administrative working group

Motion made by Chris Naumann to table this item, seconded by Jacqueline Frank. All in favor. Motion carried.

6. NEW BUSINESS

- a. Review monthly building activity report

Chris Naumann asked about the status of the non-compliant renovations of the Family Dollar on Walnut Street. Ald. Steuer will follow up on this.

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

7. OTHER ANNOUNCEMENTS, CORRESPONDENCE AND NEWS

Sharon Harper from the Divine Temple Church of God in Christ is present at this meeting. The Church is now on the National Registry. Sharon stated repairs need to be made on the roof, brick and siding and asked where she might look for assistance. Suggestions were The Brown County Trust for Historic Preservation, Habitat for Humanity, construction companies and Neil White in Economic Development.

Roger stated he received a letter from NeighborWorks thanking the HPC for giving 1357 Day Street an award. A motion to receive and place on file was made by Jacqueline Frank, seconded by Jeanine Mead. All in favor. Motion carried.

Jeanine Mead shared a correspondence sent to a volunteer at the Railroad Museum who is a member of St. Mary's of the Angels Church. It's a letter from the Franciscan Friars of Pulaski. They are in conversation with a group of individuals (businessmen, local and international educators) which is forming the International Cultural Center. This group is

developing a program to form an international business education cultural partnership building on the experience and programs of the Wisconsin International Academy, a group connected with the China Education Research Network. They are exploring a relationship with Notre Dame Academy in Green Bay and are in search of housing for international high school students and a place from which to develop a cultural center. The Friars' almost empty monastery offers a unique opportunity for the use of this building and property. The bottom line is that hopefully the building will not be torn down.

Chris Naumann reported that the Wisconsin State Historical Society is having its annual preservation seminar in Wisconsin Rapids On October 11 and 12.

Roger stated he has a few names to consider as potential new HPC members. He will follow up with them.

8. NEXT MEETING DATE

The next meeting date of September 9, 2013 at 4:00 p.m. was confirmed.

9. ADJOURNMENT

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