

MINUTES
HISTORIC PRESERVATION COMMISSION
OF THE CITY OF GREEN BAY
Monday, July 15, 2013
Room 210, City Hall
4:00 p.m.

PRESENT: Roger Retzlaff, Ald. Mark Steuer, Chris Naumann, Susan Ley, Jeanine Mead, Melissa Hauk

ALSO PRESENT: Neil White, Kevin King, Cheryl Renier-Wigg, Bill Kloiber, Bill Meindl, Ald. David Boyce

EXCUSED: Jacqueline Frank

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

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve June 10, 2013 Minutes

Motion made by Ald. Steuer to approve the June 10, 2013 Minutes, correcting the spelling of Bill Meindl's name, seconded by Melissa Hauk. All in favor. Motion carried.

- b. Modify and adopt agenda

Request made by Kevin King to add discussion of 619 Porlier Street to the agenda. Motion made by Ald. Steuer to approve the modified agenda, seconded by Susan Ley. All in favor. Motion carried.

2. DESIGN REVIEW

- a. Discuss property at 619 Porlier Street

Kevin King gave an update on this property. The asbestos report is back and specifications have been submitted for demolition and removal of the asbestos. There will be a contractor walk through this Thursday. Bids are due next Wednesday and once the bids have come in, a contractor will be selected. A purchase order will then be sent out and the contractor has 10 days to notify the DNR that they will be removing the asbestos. Once the asbestos is removed, demolition will take place. This will occur in approximately four weeks.

Ald. Steuer asked how contractors are approved. Kevin stated that they go through a prequalification process and then have to be approved by the city engineer. The owner of the building decides if any of the materials are to be salvaged.

The owner of this property is deceased. Susan Ley met with the deceased's son and told him if she had known about this property sooner, perhaps she could have gotten it sold. According to the son, his parents did not want the house torn down. Susan believes the son would be willing to sell it. The now deceased owner had no money to fix it up. Kevin King gave a conservative estimate of \$130,000 to \$150,000 to rehab it. When Susan met with the son, she offered to list the house for under \$40,000. The property is now in probate.

Cheryl Renier-Wigg stated an adjacent neighbor is interested in the land. Kevin King has received complaints about the condition of the property. The corner house needs work as well. It may revert back to the bank and will probably be sold. If a credible developer comes forward, the inspection department will consider it. The question now becomes, how long to wait for that to happen.

This discussion is for informational purposes only because this item was not published on the agenda. The next step would be to alert developers, the press and other organizations about the property. Susan stated she has spoken with Scott Williams of the Press Gazette. Neil White suggested the HPC do a media blitz on this property. Ald. Steuer volunteered to write a press release.

3. **REPORTS**

a. Demolition Waiting Period Ordinance

Discussion regarding the ordinance drafted by the law department. It was suggested that a public notice clause be inserted. Cheryl Renier-Wigg would like the administrative staff to meet again for input. What is the goal of the 30 day waiting period and what will be accomplished during that time frame? Roger explained that the original intent of the 30 day waiting period was to keep a list of buildings scheduled for demolition. Chris Naumann feels this is a good first step.

Kevin King thinks one way to expedite this process is to have public notice put on the website. This could be when the 30 days starts running. This may ease the frustration of developers who are not aware of the 30 day requirement. The HPC could be notified by email when someone comes in for a demolition permit.

Cheryl does not think the ordinance is very clear. Garages are often demolished, sometimes the same day a permit is issued. Cheryl also questions the 50 year age requirement. Half of the properties in the city are over 50 years old.

Motion made by Chris Naumann to table this discussion until the next HPC meeting. Before the August meeting, the administrative task force will meet again to further discuss the ordinance. Motion seconded by Jeanine Mead. All in favor. Motion carried.

b. Website Introductory Statement

Jeanine Mead drafted an introductory statement for the HPC's website. The Speakeasy was actually built in 1893.

Chris Naumann wonders if it's a good idea to target specific properties. An alternative statement could state as follows: "In light of recent historically (*word unclear*) properties being demolished

4. **CORRESPONDENCE**

Roger received correspondence from a resident. They recently purchased the home at 221 Oxford Avenue. It was built in 1923 and they would like to obtain information about its history.

This is in Ald. Steuer's district. He reported that the Larson home has been purchased and the new owners asked him to take a look at it. They are interested in restoring it and would like input from the HPC. Ald. Steuer will gather data for the next meeting. The intensive survey is a good resource.

Roger would like information regarding the progress of the HPC website update. Currently, it is very difficult to find the HPC link. Bill Kloiber will check with IT. The most recent awards need to be listed.

Roger stated he received an email regarding the 2013 National Preservation Conference coming to Indianapolis October 29 through November 2.

5. **CONTINUING BUSINESS**

a. Strategic Planning

Jacqueline Frank is ill today and she asked Chris Naumann to lead the strategic planning discussion. Chris asked what the HPC's goals are for the next 20 years.

All agreed one immediate goal is to obtain CLG status. Ald. Steuer suggested pooling resources with other historic preservation groups in the area. All members agreed they would like a staff person to help their committee. Neil White would like this staff person to work with both the HPC and the Economic Development Department regarding grants and gathering resources for projects.

Roger would like the HPC to be "The Resource" for historic preservation information. They could create and maintain an inventory list that is much broader than what is now available. They could draw from resources from the Neville Museum, the Brown County Library and UWGB.

The HPC awards ceremony was discussed. In the future, perhaps it could become more of a celebrated gala event involving a banquet and sponsorships. It is Roger's belief that eventually it will be difficult to come up with award worthy properties and the awards

program may need to be reassessed. All members agreed that they would like the alderman to be more informed about this committee and also be more supportive.

Cheryl Renier-Wigg remarked that she has lived in the Astor Park Neighborhood her whole life. She would like a committee to come to for advice when remodeling her home or adding a new porch, specifically how the home looked in years past. She feels the Astor area is not protected from individuals buying homes and tearing them down.

All members agreed that in 20 years, they would like the community to be educated regarding historic preservation. One of their projects could be to establish guidelines to help citizens determine what is historic.

b. Demolition Waiting Period – Alternative Ordinance

The law department drafted an ordinance for the committee's review. After discussion, the HPC stated it would like a public notice clause incorporated into it.

Cheryl Renier-Wigg feels the administrative committee should meet again to discuss this ordinance. Several questions have not been addressed, such as if this includes garages. What is the goal of the 30 day waiting period and what will happen during that time period? Roger stated that the original intent of the 30 day waiting period was to be able to document buildings before they are demolished.

To expedite the process, notice could be put on the web page and this would be the start of the the 30 day waiting period. The HPC could be notified by email that someone came in for a permit and wants to demolish a building. This would ease the frustration of developers who are not aware of the waiting period.

Motion made by Chris Naumann to table this discussion until the next HPC meeting, after which time the administrative task force has met again to define ordinance issues, seconded by Jeanine Mead. All in favor. Motion carried.

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

a) Chris Naumann and Neil White discussed the Titledown Brewery PUD expansion to the Larsen Green Buildings. Titledown Brewery, in partnership with Smet Construction and a third party residential developer, are partnering up to acquire property south of Kellogg Street, which consists of an historic warehouse and factory structures that

currently belong to On Broadway, Inc. First drafts of proposed designs were distributed to the HPC members.

Neil reported that the brewery operations are going to be expanding. They currently only due kegs but will be adding a full cannery. The basement of building A will be a cannery with 6000 square feet of retail on the first floor. The handouts are the initial design ideas for buildings A and B. There is not yet a lockdown set design for buildings C and D.

New windows will be placed in the existing openings. The back side of the building has space extending out to provide for a loading dock. The use of metal, glass and brick will complement the existing structure. At the base of the tower will be a rear entry. It will replace an existing building (building F) which currently holds a boiler.

Sign designs will be presented to the OBI design committee on Thursday at 5:30. PUD changes will be discussed at the July 22nd meeting of the Planning Commission.

Roger's only concern is that on the first page it shows the main visitor area within the Larsen Green site. Chris Naumann indicated there are actually two entries – one from the Larsen Green side and another from the Broadway side. There will also be an arcade-like passage separating the commercial space from the future apartment development. This will open up into a tasting room area. People will be welcomed into the facility from the sidewalk. The Broadway side of the building will be retail.

It's Chris Naumann's understanding is that the basement will be a cannery, the first floor a brewery mixed with retail space, the second floor will be primarily for lease (office space) and the top floor a special events space. The northern buildings will be the residential components.

The next step will be PUD changes and drafting a development agreement.

b) Melissa Hauk stated she has officially resigned from the HPC. She will continue serving until a replacement is found.

c) Chris Naumann reported that the Family Dollar Store started work on their façade without a permit. They then obtained a permit to do window replacements but did work on the façade, which was out of the scope of the permit. On Broadway is working to have them remove the work on the façade and start over. It has now become a legal issue.

8. **NEXT MEETING DATE**

The next meeting date of August 12, 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.