

MINUTES
HISTORIC PRESERVATION COMMISSION
Monday, March 10, 2014
City Hall, Room 210
4:00 p.m.

MEMBERS PRESENT: Chairperson Roger Retzlaff, Ald. Mark Steuer, Ald. Dave Boyce, Susan Ley, Jeanine Mead, Chris Naumann, Jacqueline Frank

ALSO PRESENT: Jim O'Rourke, Darrel Greig, Neil White, Andy Rosendahl, Bill Meindl

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

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve February 10, 2014 Minutes

Motion made by Ald. Steuer to approve the February 10, 2014 Minutes, seconded by Ald. Boyce. Four in favor, three abstentions (Naumann, Mead, Frank). Motion carried.

- b. Modify and adopt agenda

Motion made by Susan Ley to add item (c) under number 5 to discuss CLG status along with a chart presentation by Jim O'Rourke, from the Village of Allouez. Motion seconded by Ald. Steuer. All in favor. Motion carried.

Motion made by Ald. Steuer to add item (c) under number 6 to allow questions from business owner, Darrel Greig. Motion seconded by Chris Naumann. All in favor. Motion carried.

Motion made by Ald. Steuer to approve the modified agenda, seconded by Susan Ley. All in favor. Motion carried.

2. DESIGN REVIEWS

- a. Review and discuss renovations at 401 N. Broadway

Jeffrey Knutson, property owner, appeared to discuss the proposed renovations. He would like to add mailboxes along Kellogg Street. They will be surface mounted and project about seven inches from the wall. Roger informed Jeff there are ADA guidelines he must follow. Jeffrey stated the sidewalk is wide enough for them and they will be lockable mailboxes with a mail slot in them. They will be mounted to the wall of the

building with bolts. Chris Naumann suggested they drill into the mortar so as not to destroy the integrity of the brick.

Motion made by Chris Naumann to approve the renovations at 401 N. Broadway, under the condition that the mailboxes are fastened into the mortar joints, not the brick. Motion seconded by Ald. Steuer. All in favor. Motion carried.

In the future, Jeffrey stated he would like to install solar panels on this building. They will be located on the south side of the building in the back, away from Kellogg Street. Jacqueline Frank asked if they could be removed in the future and if so, how that would affect the structure of the building. Jeffrey stated that holes would be drilled through the mortar and they would hang over the windows. These would be solar-type awnings. The width of the building at this point is about 24 feet, and they would be 16 feet from the edge of Kellogg Street. The electrical panels would be a little smaller, approximately 44 inches. Chris Naumann said he is more comfortable with the electrical panels than the hot water panels. These will be visible if you are going south down Broadway.

Roger pointed out that this building is not on an historic register; however, Chris Naumann stated it does contribute significantly to the historic district. Conceptually, Roger feels the roof panels are probably all right, depending on how they are constructed. Until they see actual plans, it is difficult to assess them at this time. Chris Naumann suggested Jeffrey do a scale mock up for review.

Jeffrey indicated this project is not time sensitive and he will get back to the Commission in the future with visual references.

Motion made by Roger Retzlaff to receive and place on file the proposal for solar panels, pending additional information, seconded by Susan Ley. All in favor. Motion carried.

b. Review and discuss renovations at 409 N. Broadway

Jeffrey Knutson, property owner, stated he would like to make this building into eight (possibly less) town house style condominiums. A dock plank would be constructed across the front façade. Everything else would remain the same, including the fire escape. Roger stated it is a requirement that all third floor occupied spaces have a second exit. The condo units will be 1100 to 2800 sq. feet. Jeffrey will be adding a total of seven doors.

Chris Naumann likes the vertical condo concept and also the proposed use of the alley. The deck design will have to be discussed further, as would anything added on the front of the building before any work is done.

Motion made by Ald. Steuer to receive and place on file, pending receipt of more information showing the actual proposed scope of work, seconded by Susan Ley. All in favor. Motion carried.

c. Review and discuss renovations at 901 S. Jackson Street

Tom Bartel, property owner, has hired Ryan Dorner to replace all 30 windows on his home. The design will be the same as the existing design. The interior of the windows will be wood and the exterior aluminum clad. They will have 7/8 inch wide muntins. The basement windows will be single sashed.

Motion made by Chris Naumann to approve the renovations at 901 S. Jackson Street, seconded by Ald. Steuer. Roger amended to motion to say the window muntins are to be placed on the exterior face of the glass on the upper sash. The replacement basement windows should replicate the original windows. All in favor. Motion carried.

d. Review proposed renovations to Meyer Theater building

Roger passed around a fund raising brochure he received in the mail regarding the proposed renovations to the Meyer Theater building. While he appreciates that the building is being preserved, he does have concerns about the proposed architectural renderings and questions their historic validity and consistency with the original building. Roger feels these do not represent the art deco design of the original building.

Roger stated that several years ago the Commission suggested this building be historically listed. The owner rejected this proposal. Roger is not sure if the City took any further action. An award was given to the Meyer Theater which included the Daily Planet portion, and recommended it be historically listed. Roger considers this an historic resource for the City and would like its original historic character preserved.

Neil White suggested the HPC provide the developer with a list of recommended changes.

At this time, Roger wanted to bring it to the HPC's attention. This can be discussed further at the next meeting.

3. **REPORTS**

a. Strategic Planning (Jacqueline Frank)

Jacqueline stated she will not be able to continue working on this due to her work schedule. She also feels the HPC's monthly meetings are usually so packed and they do not have adequate time to discuss strategic planning. Jacqueline recommends finding an outside person to help them which would involve scheduling additional meetings. This will help get their strategic plan completed in a timely manner.

b. 2014 Awards Program (Roger Retzlaff)

Roger nominated the Jefferson Court complex (Kellogg Library/Neville Museum). At one time, the City was going to tear it down and put a parking lot there. It is currently on the National Register.

4. **CORRESPONDENCE:** None

5. **CONTINUING BUSINESS**

a. Discuss continuation of work regarding strategic planning

Chris Naumann feels strategic planning is important. He is in favor of Jacqueline's idea to meet with an outside source, but questions whom that could be and the cost. Jacqueline said they might be able to work with Allison Gates at UWGB. She has helped Brown County in the past and might be willing to work with the City.

Jacqueline stated that if they do decide to move forward with this plan, it is important that everyone put time aside to devote to it.

b. Discuss nominations and next steps regarding 2014 awards

Chris Naumann informed the Commission that the Platten Building will be occupied within the next 30 to 60 days. This would be a good example of adaptive reuse. Chris will put together a nomination form. Roger will get the materials regarding the Jefferson Court building.

c. Discuss CLG status and chart presentation by Jim O'Rourke

Jim O'Rourke stated he is a history buff and lives in Allouez. He belongs to a lot of history groups in Brown County. Allouez recently obtained CLG status. In going through that process, Jim was made aware of the great things available to municipalities through the National Park Service once they obtain certified local government status.

The state wide objection to becoming a certified local government is that it tends to be perceived as heavy handed and regulatory. People don't want be told what to do with their property. The federal government has four requirements: you have to have a commission, you have to enforce state and local laws, you have to maintain a system for keeping your inventory and you have to provide for public participation.

The local level has six requirements, but Jim cannot find them in any of the statutes. There are regulatory guidelines listed on the website, but nothing backs them up indicating they have to been done.

Jim mentioned that an important point is that the designation must not require owner consent before landmark designation. For example, if you have a house, the person who grew up in that house can't come through and have your house designated as historic and then you can't change it. That's a risk you run with local designation.

The state said that commissions sometimes adopt an informal policy, not supported by the ordinance, that an owner's permission must be granted to designate a property. People

right now are just ignoring the state mandates and saying we're going to require the owner to sign on before we start designating that as a local landmark.

What's happened is by default, by rebellion from all the other communities that are actually in the program, this one rule has gotten tossed by the wayside. Right now it would more attractive for the City Council to approve that, as long as you're not being heavy handed and coming down and telling people that they have to do this, even though they don't want to become an historic property. It's a technical issue, but it's been the sticking point for just about all the communities out there. The state has started to give waivers and remove that hurdle.

Because the City of Green Bay has an intensive survey, it is capable to do what's called a "windshield survey." The city data base is probably one of the best in the state for keeping track of these properties.

Jim indicated that four years from now, Brown County will be celebrating its 200 year anniversary of coming into being. We split off from Illinois in 1818. We also obtained the name Green Bay Township at that time. We should have something authentic to celebrate which would document our sites for the National Registry. As a CLG, funding can be provided for research and all the various aspects that go into it. You would qualify for a special pool of money that the state has reserved only for certified local governments.

In order to celebrate the 200 year anniversary of Brown County and Green Bay Township, Jim urges becoming a certified local government and getting recognition on the national level. It's a home rule type of program. The CLG was created by the National Parks Service to say we want historic preservation coming from a grass roots level, not from middle management in the state. The Brown County Historical Society and the Allouez committee would be happy to provide any resources they have available.

CLG status can be obtained in 60 to 90 days. Susan Ley pointed out the problem has been with the city's ordinance not being strong enough. Jim suggested doing a case study of other municipalities that are certified local governments and see how they're handling the strength of their ordinances. Jim feels the city only needs to fill out the paperwork.

The Commission stated the issue seems to be that the city's historic preservation ordinance is only advisory in nature. Would this need to be changed in order to qualify for CLG status? Jim indicated this is a state mandate versus a federal mandate. The state mandates are fluent (fluid?). The federal mandates are not. The consent to be regulated and the advisory aspects go hand in hand. Example: "If I'm going to consent to it, and if I'm going to appear before you, I'm going to say I will be bound by the rules that you have." Allouez and DePere both handle it this way. Their enforcement actions are no stronger than what Green Bay has.

Jim stated he has spoken with people in Washington, D.C. about the function and purpose of the \$1 Million they send each year which the state then has to send \$100,00 of it to the CLG's. That's the pool of money they have. In talking with them, they said that they want

to see historic preservation embraced at the grass roots level and that you have to meet their four requirements. Jim believes the City is already doing that. The other hurdles they put in aren't being applied fairly across the state and the fact that you come out and say you're advisory and the other people have an informal policy that they're advisory. The informal advisory policy versus your formal advisory policy are equal in the actual implementation of the law.

Jim's interpretation of the language is that the City could get CLG status without changing the ordinance.

6. NEW BUSINESS

Motion made by Roger Retzlaff to discuss item c first under this section, seconded by Ald. Steuer. All in favor. Motion carried.

- c. Discussion by business owner, Darrel Greig.

Darrel Greig, owner of 1139 Main Street, appeared before the HPC to find out more about the process of obtaining historic designation at the state and federal levels. He believes this property is the oldest continuing running tavern in the city. Roger suggested he first nominate the building for local designation.

- a. Discuss Planning Commission and Common Council action regarding proposed department store at Larsen Green site on Broadway

Chris Naumann gave an update on the property. Titletown Brewery is taking over part of the space and is moving forward quickly. The northern side of the site has a purchase option by Wal-Mart which has been very controversial.

This property is not in an historic district.

- b. Review February building activity report

A motion to receive and place on file the February building report was made by Chris Naumann, seconded by Ald. Steuer. All in favor. Motion carried.

7. OTHER ANNOUNCEMENTS, CORRESPONDENCE AND NEWS

Roger reported that 633 Porlier Street has a Raze or Repair Order issued on it. The City is in the process of taking bids to stabilize the roof. It is not in imminent danger of being torn down at this point.

Roger also stated there has been legislation proposed in the House of Representatives to remove the laws enabling historic tax credits on the federal level to be used by a city. Roger suggests writing to your representatives about this.

Neil White stated representatives from the National Trust will be in town in March. He also passed out a brochure about the Schauer & Schumacher building and asked the committee to get the word out about this property.

Ald. Steuer stated May is historic preservation month. He put out a communication to the Brown County Historic Society and the Brown County Trust to consider having a Saturday morning symposium.

8. NEXT MEETING DATE

The next meeting date of April 14, 2014 at 4:00 p.m. was confirmed.

9. ADJOURNMENT

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