

MINUTES
HISTORIC PRESERVATION COMMISSION
Monday, April 11, 2016
City Hall, Room 210
4:00 p.m.

MEMBERS PRESENT: Chairperson Ald. Mark Steuer, Susan Ley, Jeanine Mead, Patti Olson, Dennis Doucette, Roger Retzlaff; and Jason Flatt – HPC staff person

MEMBERS ABSENT: Dave Boyce

ALSO PRESENT: Holly Williams, Beth Lemke, Bobbie Lison, Bill Meindl, Jonathan Costa, Ben Culbertson, Sharon Harper, and Ald. Wiezbiskie

NOTE: *Item #10 was taken before Item #11*

APPROVAL OF MINUTES:

A motion was made by J. Mead and seconded by Ald. Steuer to approve the March 14, 2016 minutes. Motion carried.

APPROVAL OF AGENDA:

A motion was made by D. Doucette and seconded by S. Ley to approve the agenda. Motion carried.

COMMUNICATIONS:

1. Request by Ald. Steuer to look into inviting the 3rd US Infantry Regiment from Fort Myer, VA to Green Bay on August 7, 2016, to celebrate the 200th anniversary of the landing of American troops in the area.

Ald. Steuer reported that he contacted Sargent First Class Neil Crittenden to request that the 3rd US Infantry Regiment, which is the oldest US military regiment in existence, appear at the bi-centennial of American troops landing in this area on August 7.

Ald. Steuer reported the cost for a one-day appearance would be in the \$12,000 range for the members of the Fife and Drum Corp and the Color Guard; however, he is hoping there won't be any costs associated with their performance. He is waiting to hear from the army if there will be a charge or if they will do this event for free. He also contacted the Menominee Tribe to see if they would be interested in participating in the bi-centennial.

Holly Williams, Director of Events at PMI Entertainment Group, appeared and stated she is working on the Tall Ships event. There is an entry fee for this event, which will be held in a gated area at Leicht Park on August 5 through

August 7. The bi-centennial event could be held outside the gated area on Dousman near the Zachary Taylor area. Ald. Steuer stated that they could perform on the Nitschke Bridge. H. Williams reported that PMI will request that the Nitschke Bridge be open for pedestrian traffic only. Ald. Steuer stated they are also looking into the possibility of having one of the tall ships drop the soldiers off near the event.

Beth Lemke, Director of Neville Museum, appeared and stated the Life and Death at Ft. Howard exhibit opens this Saturday at the museum, and they would be happy to coordinate with this Commission and PMI to promote the bi-centennial celebration of Ft. Howard.

Roger Retzlaff suggested that this Commission designate the exact perimeter of Ft. Howard area by the bi-centennial. Ald. Steuer replied that this can be discussed under new business. B. Lemke reported that the museum is going to be involved in an archeology study around that area, and she would be happy to report what was discovered at the June meeting. R. Retzlaff stated it is important for this Commission to have open communications with property owners in the Ft. Howard area regarding their participation in the bicentennial.

2. Request by Ald. Steuer to form a sub-committee to study the intricacies and plans of and for 414 N. Maple, the last known Fort Howard military building yet on the west.

Ald. Steuer stated that 414 N. Maple is the last known Ft. Howard building, which was moved in 1866 to its current location. There have been discussions to move it back to its original location; however, many in the community expressed they want the building to remain where it is.

Ald. Steuer reported that Will Peters, President of the Ft. Howard Neighborhood Association, would like to be on the sub-committee.

Ald. Steuer stated he would like to have several individuals from the community on this sub-committee and will get the word out over the next few weeks to see if anybody would be interested in joining.

3. Request by Gail Klein, Architectural Historian, University of Wisconsin-Milwaukee, for a list of properties the HPC believes to be of potential historic and/or architectural significance.

J. Flatt read the memo from Gail Klein, which was in the agenda packet.

Discussion included contacting the Department of Public Works and the Planning Department to obtain information regarding the proposed roadwork project, do a survey of properties within a two block radius that will be affected, and look at the character of the urban development perspective.

4. Email from Don Kraft regarding the demolition of the house at 820 S. Clay Street.

Bobbie Lison, Astor East River Neighborhood Association, appeared and stated this property is in her association as well as the Astor Neighborhood Association. St. Vincent Hospital purchased the property approximately one year ago and never maintained the home or yard. The house has been demolished; however, two garages remain on the property and are used as storage. The hospital asked permission from the City to use an adjoining parking lot to access the garages and was denied. The hospital said they did the neighborhood a service by demolishing the property as it was an 'eye-sore'.

R. Retzlaff stated the house was a variation of a Dutch Colonial Revival. J. Flatt stated the home was built in the 1920s.

Bill Meindl appeared and inquired why this Commission hasn't gone forward with the raze ordinance they created in which they were to be given a 30-day notice before demolition occurs in a historic property. Ald. Steuer replied there were a number of issues regarding the ordinance draft; however, they are still working on this ordinance.

B. Lison stated she wanted to form a committee to meet with St. Vincent Hospital to discuss their intentions on the properties they are purchasing.

Ald. Steuer stated he will try to push this ordinance forward with the new City Council. Ald. Steuer suggested it would be helpful if neighborhood associations notified this Commission when they see something happening in their neighborhoods.

R. Retzlaff stated the City has to be more conscientious regarding: changes being made to historical properties, industrial zones invading onto residential zones, the sale of historic properties and the purchaser's intentions, and to notify this Commission, as well as, neighborhood associations, of these occurrences.

J. Flatt noted that the Planning Department is aware that the property at 820 S. Clay is zoned residential use and wants the neighborhood to contact them if they see any activity at that property. The only thing the hospital can do with this property is build a house on it. The Planning Department and City Attorney's Office are keeping track of this property.

J. Flatt stated these same situations could happen on the west side of the hospital as well. The City cannot stop them from purchasing and demolishing a home; therefore, having a strong ordinance in place could delay or stop this from occurring.

Ald. Steuer reported that the City Attorney's Office does have a draft ordinance in place; he would like everyone to review it and discuss it at the next meeting.

A motion was made by R. Retzlaff and seconded by S. Ley to receive and place on file the communication items and discussions at this meeting, and that the Commission consider with respect to item #4 that the complaint on St. Vincent's hospital is appropriate. Motion carried.

DESIGN REVIEWS:

5. Review and discuss 505 Spring Street window replacement project.

Jonathan Costa, 505 Spring Street, appeared and stated he is the home owner. The stucco house is approximately 3,000 square feet and has 42 windows above the basement level, which are literally falling apart. He distributed photos of the house and discussed the windows. He would like to put in vinyl thermo-pane division windows in the original openings in order to not change the look of the house. His intention is to live in the home.

Discussion also included the condition of the interior and the roof, replacing the stucco with the same texture, repairing the maple floors, the garage, and age of the house.

A motion was made by J. Mead and seconded by S. Ley to approve the verbal plans as presented by the owner. Motion carried.

6. Review and discuss 833 S. Jefferson Street front porch rebuild.

Ben Culbertson, 1238 E. Mason Street, appeared and stated this is a foreclosed property owned by Wells Fargo. He was contacted by a restoration company for an estimate to rebuild the front porch. He gave them the estimate late last year and didn't hear back from them until March, and when he came in to apply for the permit he was told he would have to go before the HPC. He also discovered there was a stop work order issued by the City at this property for work being done to the porch, so he contacted Inspector Tim Meves to inquire what the City's orders were to be in compliance.

Mr. Culbertson distributed pictures of the porch and described what was wrong with it. He isn't sure what T. Meves will request him to do to repair the porch.

Ald. Steuer inquired if Mr. Culbertson has done similar work and Mr. Culbertson replied that he has done work with the Redevelopment Authority.

R. Retzlaff stated that the requirements of the historic preservation ordinance state that you must replace elements of the house with historic representatives in order for the home to remain looking the same and inquired if that was going to be the intention when repairing the porch.

Mr. Culbertson stated that would be the banks decision to make, and it would cost more than the estimate he gave them.

Discussion included how the repair would affect the historic district if it isn't done to replicate its original design, and that there weren't any plans submitted with Mr. Culbertson's intention. Mr. Culbertson stated he proposed to place aluminum soffit on the porch.

R. Retzlaff stated that Mr. Culbertson should report to the bank that this ordinance requires him to replicate the porch to its former condition by using materials that look historic. Mr. Culbertson replied that he could do this; however, they may require proof of the condition required by this Commission before handing over the money it would cost to replace the porch.

J. Flatt stated the house has the original siding on it and believes most of the windows are also original; however, if the bank sells the home the new owners may decide to change the siding and replace the windows. J. Flatt stated the defining character of this house is the front porch.

Ald. Steuer stated that standard requirements should be put into place for people so they are prepared when they come before this Commission.

R. Retzlaff stated that the bank can afford to hire a consultant to give them direction on restoring the porch to its original condition.

S. Ley inquired if the porch could be stabilized until it gets repaired so no further damage happens. Ald. Steuer stated he would contact T. Meves regarding this.

J. Flatt inquired if the spindles and handrail would be replaced; B. Culbertson stated it wasn't his original intent to salvage the spindles, however he could do that. R. Retzlaff suggested Mr. Culbertson contact the building inspection department to receive information on the restoration of historical properties.

A motion was made by R. Retzlaff and seconded by S. Ley to require the owners of 833 S. Jefferson to preserve the porch to its historic character in order not to erode the historic district. Motion carried.

CONTINUING BUSINESS:

7. Nomination of Co-Chairman.

Ald. Steuer stated if he is unable to attend this meeting, another member should be able to chair it.

A motion was made by D. Doucette and seconded by S. Ley to nominate R. Retzlaff as co-chair. Motion carried.

8. Report by Jason Flatt on projects and initiatives from March and projected for April. A schedule for future meetings with various neighborhood associations and other groups will be discussed.

J. Flatt distributed and discussed a memorandum of a summary of the accomplishments and initiatives from February through April (see attached).

Ald. Steuer reported that he is working on a letter with J. Flatt to inquire if residents in the west side would like to participate in making their district a historic one. J.

Flatt gave a brief description on the work he has done regarding the submittals for evaluation to the State Historic Preservation Office.

J. Flatt asked for permission to begin the nomination paperwork; Ald. Steuer granted this.

J. Flatt also distributed information and discussed the language adopted as a result of the passing of Assembly Bill 568 and how it gives municipalities the police power to create historic districts or designate historic landmarks regardless of the property owner's wishes. The process would be to contact the owner to hold a hearing on what the City wants done. If the owner disagrees, they have the right to appeal; however, the City Council has the final say. Ald. Steuer instructed J. Flatt to include this information in the draft ordinance, as well as the 30-day notice regarding the raze ordinance, and to contact neighborhood associations requesting letters of support from them.

9. Discussion on the March 10, 2016 Meet and Greet.
 - A. Discuss hiring a consultant for an archaeological study of 414 N. Maple Avenue for a possible purchase option.

Ald. Steuer stated the Meet and Greet went very well.

10. Selection of HPC preservation award winners.

Discussion centered on candidates in the historic districts to nominate as preservation award winners, and the amount of residences and businesses that should be chosen. Ald. Steuer suggested presenting a paper certificate instead of a plaque this year. R. Retzlaff suggested that a list of candidates be presented to this Commission for their review. Ald. Steuer requested that J. Flatt create this list from properties that have been suggested at previous meetings.

Ald. Steuer stated he has suggested to Council that the City website needs upgrading in general, but should also have more detailed information regarding: the HPC in general, contain a record of past HPC winners, and even set up a blog.

NEW BUSINESS:

11. Discussion of roof repair to the National Register Divine Temple Church of God In Christ at 425 Cherry Street in Green Bay (Sharon Harper)

Sharon Harper appeared and stated the church, which was built in 1829, needs a roof and she brought two estimates with her. The church is aware they need to keep the integrity of the roof. Replacement of the roof is very costly and they are trying to find funding to assist with this cost, even with the 20% tax credit being applied.

R. Retzlaff suggested S. Harper contact a larger contractor, such as Smet Construction, who would earn tax credits doing the roof replacement.

J. Flatt informed S. Harper that it's a complicated process to apply for a historic tax credit and that in order for the church to receive tax credits they must prepare an

LLC or Partnership with the contractor or a bank for five years, because the church is a non-profit. Suggestions were made for the church to contact the National Trust Community Investment Corporation, Naletta Burr, and the National Church Office for more information.

S. Harper was informed she didn't need to return before this Committee; however, the chosen contractor must submit their site plans before receiving a building permit.

12. Discussion of the Old Fisk Library and its long vacancy/for sale status (Tina Dettman-Beilefeldt of DB Commercial Real Estate)

Ald. Steuer stated this historic home was built between 1862 and 1867. At one time the home was donated and turned into a library. Years later it became an office building, and although the price dropped significantly, P. Olson stated it is still very expensive due to the owner's belief that he sunk a lot of money into it when he did the office conversion and wants to get that money back from the sale.

Discussion included the zoning of the property, property deterioration, lack of garage, and cost of renovation to convert it back to a residence.

Ald. Steuer instructed J. Flatt to get the value and history on this property and bring back this information to the next meeting.

13. Review February and March 2016 Building Activity Report.

Ald. Steuer placed these reports on hold until the next meeting.

14. Review City Raze/Repair Orders and Demolitions.

OTHER ANNOUNCEMENTS AND NEWS

NEXT MEETING DATE: May 9, 2016

ADJOURNMENT

Ald. Steuer announced the meeting adjourned 6:27 p.m.

FAIRCHILD & FLATT
MEMORANDUM

TO: Alderperson Mark Steuer
CC: Dr. Kevin Vonck
FROM: Wm. Jason Flatt, P.E.
DATE: 4/2/16
SUBJ: **Week 12 (March 28 – April 2) -- work summary**

Listed below is a weekly summary of the Historic Preservation Specialist work performed. This is not an invoice.

<u>Day</u>	<u>Billable Time</u>
Mon. – In GB from 8 AM until 4:30 PM. Finished & submitted all HUD historical assessments. Compiled list for West Side Vernacular district, including owner names & parcel numbers. Photographed lot at 820 S. Clay.	8 hrs
Tue. – West Side Vernacular list completed.	1 hr
Wed. – none	0 hrs
Thu. – In GB from 8 AM until 1:30 PM. Photographed West Side Vernacular district.	4 hrs
Fri. – none	0 hrs
Sat. – Prepared West Side Vernacular district package for SHPO.	3 hrs
Sun. – Memo, billing, & monthly HPC update.	2 hrs
Total =	18 hrs

This coming week I will be in GB on Tuesday, Thursday, and Friday. I need to mail off the West Side Vernacular package and Kevin King has some concerns about 830 Shawano Ave (part of the Oakland-Dousman Historic District).

Thank you!
