

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

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

ALSO PRESENT: Janet Tackmier, Mason Tackmier, Steve Grenier, Wendy Townsend, Atty. Joe Faulds, and Julia Upfal

APPROVAL OF MINUTES:

Approve June 13, 2016 minutes

A motion was made by R. Retzlaff and seconded by S. Ley to approve the June 13, 2016 minutes. Motion carried.

APPROVAL OF AGENDA:

Modify and adopt agenda

A motion was made by R. Retzlaff and seconded by S. Ley to adopt the agenda. Motion carried.

DESIGN REVIEWS:

1. Design Review 633 Porlier Street (postponed from June 13 meeting)

Janet and Mason Tackmier appeared and stated they want to build a 20' x 24' garage that will have the same white siding, soffit and fascia as the house. Placement of the garage on the lot line was discussed.

A motion was made by R. Retzlaff and seconded by P. Olson to approve the design review at 633 Porlier Street, with the recommendations that the roof is constructed as a hip roof to be consistent with the house and that the windows are made to appear as divided light type. Motion carried.

COMMUNICATIONS:

NOTE: ITEM 3 WAS TAKEN BEFORE ITEM 2

3. Discuss a report from DPW on the project to reconstruct Webster Avenue from University to I-43 and an assessment of the disruption to the historical urban fabric that will occur. This should include a report on any historical review that may have been conducted for the corridor.

Steve Grenier, Director of Public Works, distributed and discussed a handout relating to the reconstruction of Webster Avenue. The document addressed issues of replacing impervious pavement, gateway entrance for the City, intersection operation at Radisson and University Avenue, storm water management, flooding issues, and enhancing pedestrian and bicycle accommodations and safety. Also being proposed is a median to divide the four lanes, additional turn lanes at University Avenue, inverting the street crown, new storm sewers, a ten-foot recreational trail on the east side, and an improved railroad corridor. This project is consistent with community plans.

Director Grenier reported that the railroad crossing at Eastman Avenue creates traffic issues with motorists and trains, and they are proposing to place the median right up to the rail zone to prohibit cross traffic along Eastman Avenue and prohibiting left turn on exit and entry. Feedback from neighboring residents has been positive.

Director Grenier discussed the schedule and upcoming informational meetings. An historical study has been completed by the engineering consultant, Ayres Associates, and the fire station is the only property that may have any historical significance.

Discussion that followed included: early acquisition of properties along Webster Avenue, salvaging historical materials from razed properties, relocating historical properties, installing a sound barrier, filling of greenspace, possibility of signage announcing entrance to the City, and the costs and funding associated with the project.

J. Flatt stated he doesn't disagree with the findings from the historical study. He suggested creating records of some of the properties before they are razed, and to install decorative lamp posts in the greenspace. Director Grenier reported that properties will be inventoried and checked for asbestos before razing permits are issued; and that the lamp posts will be similar to the ones downtown.

Ald. Steuer requested a copy of the historical study that was completed by the consultant, and that this Commission is informed of any changes or upcoming meetings regarding this project.

A motion was made by R. Retzlaff and seconded by S. Ley to receive and place on file the report from DPW on the project to reconstruct Webster Avenue from University to I-43 and an assessment of the disruption to the historical urban fabric that will occur. Motion carried.

2. Discuss a process for design reviews of properties in historic districts where we are informed whether the property is contributing to the historic designation of the district.

R. Retzlaff distributed and discussed a check-off list he created to attach to each property that comes through for review.

Suggestions were made to have this list attached to the permit application for the homeowner to complete.

J. Flatt reported that under local ordinance guidelines can be created for any historic district, and he has been working on the Astor District guidelines. These

guidelines are similar to R. Retzlaff's form; however, it includes characteristics and styles, discrete features, alterations, and any miscellaneous comments on the property. A binder for neighborhood districts can be created for residents to use as a reference guide for information when they come before this Committee.

A motion was made by Ald. Steuer and seconded by R. Retzlaff to receive and place on file a process for design reviews of properties in historic districts where we are informed whether the property is contributing to the historic designation of the district. Motion carried.

CONTINUING BUSINESS:

NOTE: Items 5 and 6 were taken before Item 4

5. Status Report on the Common Council revising HP ordinances in order for Green Bay to achieve CLG status.

Atty. Faulds stated the City Attorney's Office will present a draft of HP ordinances for review at the next HPC meeting and encouraged this Commission to obtain CLG status as soon as possible.

Suggestions were made to contact Neighborhood Associations to get their opinion on the draft ordinance before bringing it to the City Council for final approval.

A motion was made by Ald. Steuer and seconded by R. Retzlaff to receive and place on file the Status Report on the Common Council revising HP ordinances in order for Green Bay to achieve CLG status. Motion carried.

6. Status Report on the Common Council implementing a waiting period for razing buildings.

Atty. Faulds stated a meeting will be set up in the near future with the Director of Community and Economic Development and the Neighborhood Development Supervisor to discuss this item with this Commission.

A motion was made by Ald. Steuer and seconded by R. Retzlaff to receive and place on file the Status Report on the Common Council implementing a waiting period for razing buildings. Motion carried.

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

J. Flatt briefly summarized his report to include: the changed Proposed Programmatic Agreement between the City of Green Bay, Housing and Urban Development Community Development Block Grant loan program and the WI Historical Society, State Historic Preservation Officer; and a letter to the Historic Preservation Specialist regarding his concerns with those changes.

A motion was made by Ald. Steuer and seconded by S. Ley to receive and place on file the report by Jason Flatt on projects and initiatives from June and projected for July. Motion carried.

7. Status Report on the progress toward local historic designation of the Ft. Howard site.

P. Olson stated that the Ft. Howard Neighborhood Association didn't express any enthusiasm towards applying for 501(3)(c) status or purchasing the property at 414 N. Maple Avenue. Some of the concerns were how they would find the monies to maintain and staff it if it was designated as a resource center. P. Olson said they would like the building to remain where it's currently located.

R. Retzlaff stated the idea behind this item was to designate Ft. Howard as a historical site. He put together a concept plan regarding the character, historical nature, and the importance of this site to the City for review and discussion at a future meeting. He expressed the need to get this designation done and encouraged members to work with him to gather documents to substantiate the historic nature of this area. He would also like ideas on how to get the business and property owners in this area involved as well.

Ald. Steuer instructed J. Flatt to contact the property owners in the area of where the fort would have been located for their interest.

A motion was made by Ald. Steuer and seconded by S. Ley to receive and place on file the Status Report on the progress toward local historic designation of the Ft. Howard site. Motion carried.

8. Status Report on the HPC preservation award winners.

Ald. Steuer stated the winners will be announced at the August 16 Common Council meeting.

R. Retzlaff replied that they need at least a month to prepare for this announcement as the winners need to be notified, the properties photographed, and briefs prepared in order to do a presentation.

Ald. Steuer stated it could be announced in October instead in order to prepare and asked for a volunteer to spearhead this project.

Discussion that followed included holding this item off until May 2017, maintaining nominees already discussed, adding new properties that may have a significant impact, nominating a chair to take over this project, and ordering plaques.

A motion was made by R. Retzlaff and seconded by S. Ley to postpone this item until May 2017. Motion carried.

9. Ft. Howard Bicentennial (August 7) update.

Ald. Steuer stated he met with Mike Hoffman, Oneida Tribal member; J. Flatt, Beth Lemke, and other individuals at the Neville Museum to discuss the bicentennial. Confirmation regarding the 3rd Infantry Regiment appearance has not yet been established. Tentative plans are to meet on the east side of the City Deck on August 7 with the Color Guard, members of the Menominee Tribe and veterans; dress in period costume and march across the Ray Nitschke Bridge at 9:00 a.m. A

flag raising will be held with a replica 1816 flag at the Neville Museum once the bridge is crossed. Contacting local schools to see if a marching band would be available was also discussed.

10. Eastside downtown historic district update.

J. Flatt reported that the State Historic Preservation Office (SHPO) declared that the eastside downtown district is eligible for this designation, and they also provided a map that included most of the areas that were suggested. They also suggested that the YMCA and Hotel Northland could be included. In order to successfully nominate the district, we have to have a majority of 50.1% of private property owners stating they want this, and a meeting should be held to get their opinion if they want this designation.

Discussion included contacting the property owners and setting up a date to meet with them and the SHPO.

A motion was made by Ald. Steuer and seconded by R. Retzlaff to receive and place on file the Eastside downtown historic district update. Motion carried.

NEW BUSINESS:

11. Review June 2016 Building Activity Reports

Discussion included information they didn't need from this report, the rebuild of the porch at 833 S. Jefferson Street, and homes on Chicago Street constructed by Habitat for Humanity.

A motion was made by R. Retzlaff and seconded by S. Ley to receive and place on file the June 2016 Building Activity Reports. Motion carried.

12. Review City Raze/Repair Orders and Demolitions.

Discussion included that the house on 311 Bader Street appears to have been an old farm house built on an incline and stood alone before it became a suburban area.

OTHER ANNOUNCEMENTS AND NEWS

N/A

NEXT MEETING DATE: August 8, 2016

ADJOURNMENT

A motion was made by Ald. Steuer and seconded by R. Retzlaff to adjourn at 5:48 p.m.. Motion carried.