

MINUTES
HISTORIC PRESERVATION COMMISSION
Monday, December 8, 2014
City Hall, Room 210
4:00 p.m.

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

MEMBERS EXCUSED: Jacqueline Frank

The meeting was called to order by Ald. Steuer at 4:00 p.m.

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve November 10, 2014 Minutes

Motion made by Dave Boyce to approve the November 10, 2014 Minutes, seconded by Susan Ley. All in favor. Motion carried.

- b. Modify and adopt agenda

Motion made by Roger Retzlaff, seconded by Susan Ley to hold Item 3(c) until next month. All in favor. Motion carried.

2. DESIGN REVIEWS

- a. Review and discuss renovations at 304 N. Adams Street

Steve Frantz (Frantz Community Investors), David Plank (Kahler Slater), Dennis Ducette (Frantz Community Investors), Ethan Skeels (Kahler Slater), and Jeremy Happel (Kahler Slater) appeared to discuss renovations at the Hotel Northland.

Steve Frantz stated they are excited to begin the project. They are waiting for a little more clarification on certain aspects, such as flooring, etc. The goal is to maintain, preserve and refurbish everything they can. The hotel will be restored to its 1924 state as much as possible.

Dennis Ducette, General Manager of the Hotel Northland, stated that not only will this be a hotel for visitors, but it will also have a community membership giving members discounts at restaurants and bars. It will include a luxury spa, a recreational area, a two lane bowling alley, a billiards room, and a golf simulator. There will be 160 rooms, half of them suites (60 junior suites, 21 bedroom suites, deluxe and executive kings). The rooms will range in size from 350 square feet up to 1200 square feet. There will be two signature suites on

the top floor. With permission, the two suites could be named after Lombardi and Lambeau.

The hotel will have 8,000 to 10,000 square feet of meeting space (the two signature suites are included in this square footage). There will be a brassiere restaurant called "Jasmine's" on the main level where the lobby is located. It will be a farm-to-table concept. There will be live jazz at night. Downstairs will be the "Grid Iron Tavern," a classic sports bar and grill with a burger theme. The house car will be a restored 1938 Cadillac limousine.

David Plank (architect) stated this is a tax credit project and they are working with both SHPO (State Historic Preservation Office) and the National Park Service. They received a response this morning from the National Park Service indicating they need a few things clarified.

Steve Frantz stated the exterior needs minimal work. Most work will be done on the interior. The objective is to close by the end of the year and begin construction in January. The hope is to open in September 2015. They have been working closely with the city on the HUD Section 108 piece of the financing and also with the Planning Department.

Drawings of the proposed project were submitted and discussed with the HPC. The plans include going back to the original entry configurations on the Adams and Pine Street sides, which had a revolving door in the center and swinging doors and vestibules on either side.

Entering from Adams Street, on the left will be the signature gourmet burger bar, "The Grid Iron." To the right, on the corner, will be a high end, hotel focused retail space, restrooms and a fire command center.

The Pine Street side lobby will be restored to its original look. The Jasmine Restaurant will be in the area where the original hotel restaurant was located (the Walnut Room). The primary entrance will be on Pine Street, but the Adams Street entrance will be a major entrance, as well. It will have the larger canopy. The hotel will be positioned a 4 star, 4 diamond level property.

David Plank indicated the ballroom level will be opened back up when you go up the stairs from the lobby. The ballroom will be restored. This will be the primary social space for the hotel. Double sided elevators will be installed, reusing the existing elevator shafts. They are not sure if the flooring is salvageable. Occupancy in the ballroom will be capped at 330 people, in order to use the existing stairways.

Because the building is not currently air conditioned, mechanical equipment will be installed on the roof. Full central air and full central sprinkler systems will be installed, as well as all new electrical and heating.

The exterior work will not be very extensive. The masonry is in pretty good shape. The first part of the building was built in 1924 and the addition was built in 1947. The mortar

strength will be middle ground, not too soft and not too hard. It will mostly be spot pointing through the bulk of the building facade. The parapets need a little more attention and will be fully repointed in most areas.

The gray trim on the building is actually painted over copper. Ideally, they will strip off the paint (as budget and the condition of the material allows) to expose the metal. There will be no general window replacement. The upper floor windows were replaced in the 1970's. Store front windows on the first floor will be replaced. They will be standard aluminum. The mullion pattern for the storefront will be based on historic photos and drawings. The canopies will also be replaced with a 1924 era design. The development team is waiting for a decision from the NPS and SHPO whether they prefer the 1940's canopy design or will accept the 1924 expression. The team prefers the 1924 design.

A Northland book and a Northland video will be created and displayed in the lobby. Steve Frantz encourages people to submit photos via Facebook, etc.

Some of the basement windows on the Pine Street side will be replaced with frosted glass.

Miscellaneous stucco on the building will be repaired and repainted. Wide style doors, with a painted finish, will be installed for the retail space and restaurant. They believe the original doors to have been wood. There will be patio seating. Awnings will be installed over the store front windows.

A roof mounted sign is possible in the future, but it is not currently in the project budget. There will be some signage on the two canopies, but details haven't yet been worked out. Steve Frantz stated the main focus now is on exterior lighting, as opposed to a roof sign.

David Boyce suggested having an electronic sign that could be replicate the different signs over the years, and also have advertisements on the sign.

The north façade facing the alley is a lighter colored, utility brick. It has a partially exposed concrete frame which will need repair. The windows will remain. The louvers will remain or be added on the back side of the building for kitchen exhausts and mechanical equipment. The small fire escape will remain as roof access. The stairs at the back will be rebuilt.

The acre in back of the hotel will be landscaped. Steve Frantz stated Bob Nielsen (Schreiber) has offered to assist them in making the landscaping a cohesive transition between the two buildings.

David Plank stated the east façade will need minor repair. The generators will be installed behind the garage doors.

Steve Frantz proposed they and the HPC schedule field trips/hard hat tours as the project continues to keep them updated.

Roger asked if it would be helpful to them if the HPC submitted correspondence to the National Parks Service. Steve stated any support they could provide would be appreciated. Steve Frantz stressed the importance of the NPS understanding this is will be an operating hotel and some modifications from a business standpoint need to take place. Ald. Steuer stated that although the HPC is very much interested in the interior of the building, their scope pertains to the exterior.

Because the windows replaced in the 1970's are existing, there is no issue with the NPS.

Roger asked if the storefront framing was flush or had an exposed stop. Plank stated it is center glazed and likely flush. Roger feels an exposed stop lending more contour to the framing would be more historical.

Motion made by Roger Retzlaff to approve the plans as presented for the renovations to the Northland Hotel, with the recommendation that the HPC support the developer's interest in using the 1924 era design for the canopies. Motion seconded by Dave Boyce. All in favor. Motion carried.

b. Review and discuss renovations at 1033 S. Quincy Street

Adolph Bona (Verhalen, Inc.) appeared on behalf of the property owners, who want to replace an upstairs door. It will be a single swing door with an exterior storm door. It has interior and exterior grills permanently attached to the glass. The storm door is a full length door. Mr. Bona is not sure if it's an entry door and does not have a picture of the current door. He will make a phone call and give a report later on in the meeting.

Motion made to postpone this item until later in the agenda so Mr. Bona could obtain more information was made by Roger Retzlaff, seconded by Susan Ley. All in favor. Motion carried.

On return, Mr. Bona provided photos of the existing door. The door is the only entryway on the back side of the house. It's on the second floor and leads out onto an 8 x 8 deck. There is a window next to it. The divided light pattern on the replacement door will be 3 x 3, making for a smaller glazing area than on the existing. The existing door is a wood door which is stained. The replacement will be painted to match the window.

Motion made by Roger Retzlaff to approve the door replacement at 1033 S. Quincy Street, seconded by Susan Ley. All in favor. Motion carried.

3. **REPORTS**

- a. Report by David Siegel sharing the general aspects of his project on the history of the Green Bay Fire Department and also specific issues that might be addressed by the Commission

David stated he is writing a book on the history of the fire department. It will be published in May 2016, which will be the 125th anniversary of the Green Bay Fire Department as a career department. It began as a volunteer department on December 24, 1841.

He would like the HPC's help in determining the location of early fire stations, specifically during the 1840's, 1850's, 1860's and 1870's. Melinda Roberts (guest) stated there is a new group called "Recollection Wisconsin" which he could access on line. She also suggested the Oshkosh library on line. Susan Ley suggested researching personal papers.

David stated that on September 20, 1880, there was a fire that started at Mason and the Fox River at the old Astor Planing Mill. The fire drove north and east and burned all the way to the Fox River and Webster Street. There was a gap in between. Volunteers at the time made a stand at Jackson Square and held the fire there but it did leap up to Cherry and swept northward. Sixty homes and forty horse barns were destroyed. David is asking the HPC's help in looking for surviving structures (examples are: Captain's Walk/Morrow House, Moravian Church at Heritage Hill, the Cathedral and the Bishop's House, the Glass Haus). Roger suggested looking at the Intensive Survey, accessible on line at the city website, and contacting Kevin King in the Community Development Department for supporting documentation.

David thanked the members for their help and information.

Note: At this time, discussion resumes regarding item 2(b). See above.

- b. Report by Melinda Roberts regarding her project to visit and photograph Wisconsin's historic markers, her website, and Green Bay's historic properties

Melinda stated she has been photographing the state's historical sites and markers. She has photographed almost every site in Green Bay. She is here to ask permission to use information from the HPC's website describing the award winners.

Ald. Steuer asked Melinda to email him her request and he will check with the city attorney and get back to her.

Melinda's website is wisconsinhistoricalmarkers.blogspot.com. Susan Ley stated she is very impressed with her website. Melinda stated she is willing to share her photographs for the HPC to use on its website.

- c. Report on *Advocacy Tips for Commissioners* from the WHS conference (Roger Retzlaff)

Postponed until next month.

4. **CORRESPONDENCE**

Note for the record: There is a letter on file with the city from the State Historic Preservation Office stating the Hotel Northland has been entered in the National and State Registers of Historic Places.

5. **CONTINUING BUSINESS:** None.

6. **NEW BUSINESS**

a. Discuss various initiatives/proposals the \$10k HPC budget may provide for 2015 (Ald. Steuer)

The HPC budget has been increased from \$2,000 to \$10,000. Roger stated approximately \$1,250.00 needs to be set aside for award plaques, \$700.00 to attend conferences and \$50.00 for refreshments at the awards ceremony.

Ald. Steuer met with Lynn Boland in the HR Department regarding an intern position. Jacqueline Frank would like someone with an historic preservation background. Kim Flom (Economic Director) indicated the intern could sit up in the Planning Department for computer access, etc. A major item for this position to work on would be to help obtain Certified Local Government status.

Roger pointed out that the budget estimate assumed this person would be an employee of the city assigned to four hours weekly to support the HPC. However, the Planning Department stated they were already understaffed. Roger stated historic preservation is part of the city's comprehensive plan and should be treated as such. Another alternative would be to hire a consultant. The first step should be to decide what the Commission actually wants this new position to do.

Roger indicated that last month the Commission asked that the city attorney look at the current ordinance and determine what needs to be changed in order to obtain CLG status. Ald. Steuer will follow up on this.

Ald. Steuer stated the Commission may have some books donated to them. A friend of his passed away and had an extensive collection. This could be a start to their research library.

Ald. Steuer asked the members to email him their thoughts regarding the new HPC position – title, pay and work hours.

Motion made by Roger Retzlaff and seconded by Susan Ley to have a special meeting on January 5, 2015 at 4:00 p.m. to discuss the new HPC position. All in favor. Motion carried.

b. Review City Raze/Repair Orders and Demolitions

Postponed until next month.

- c. Review November building activity report

A motion to receive and place on file made by Susan Ley, seconded by Ald. Steuer. All in favor. Motion carried.

7. **OTHER ANNOUNCEMENTS AND NEWS**

Roger Retzlaff stated the Wisconsin History Tour of Green Bay will be February 1 through March 15, 2015 at the Neville Museum. Jeanine Mead will follow up and get information.

- 8. **NEXT MEETING DATE:** January 12, 2015 at 4:00 p.m.

9. **ADJOURNMENT**

A motion to adjourn was made by Roger Retzlaff, seconded by Susan Ley. All in favor. Motion carried.