

HISTORIC PRESERVATION COMMITTEE MINUTES
OF JULY 12, 2010 MEETING

Meeting called to order by Vice Chairperson, Ken Wood at 4:00 P.M. in Conference Room 108 of City Hall Plaza.

PRESENT: Carl Scott, Chairperson, Ken Wood, Vice Chairperson, Gary Gray, David Korth, and Scott Noble

ABSENT: Iris Guensburg and Alderman Dave LaFontaine

ALSO

PRESENT: Denise Sonnemann, Executive Director of Main Street Marshfield; Alderman Gordon Earll, Dan Wheeler, home owner at 915 W. 6th Street; Randy Schueller of Schueller Construction and Certificate of Appropriateness Applicant for 915 W. 6th Street; Dick Pokorny, Building Services Supervisor; Josh Miller, Planner/Zoning Administrator; Candace Zeinert, Planning Intern

Approval of the Minutes of June 07, 2010 Meeting.

HP10-35 Motion by Korth, second by Scott to approve the minutes of the 6/07/2010 meeting with technical corrections regarding the closing time of the public hearing from 5:10 P.M. to 4:10 P.M. and the spelling of Carl Scott and News-Herald.

All ‘Ayes’ Motion Carried.

Citizen Comments.

Guensburg has shown some signs of improvement and the Committee now has contact information so that they can send her well wishes.

Hans Figi, from England, contacted Wood about his appreciation of Wood’s past newspaper article regarding a home he once lived in.

Certificate of Appropriateness Application by Randy Schueller for an Addition on 915 W. 6th Street.

Randy Schueller has applied for a Certificate of Appropriateness for an addition at 915 W. 6th Street. A Certificate of Appropriateness is required because the addition will affect the exterior of the home which resides within the West 5th West 6th Street Historic District. The exterior finish of the kitchen addition will match the existing finish of the rest of the home.

Floor plans were not submitted with the meeting memorandum but were made available at the meeting. Committee members would like to see a rendering of the finished project as well as elevations, a description of the type of materials used, and a description/drawing of exactly what work will be done for the addition, for example – wall removal. Mr. Wheeler noted that the addition will not be visible from the Hardacre Avenue frontage, and only slightly visible from the W. 6th Street frontage. The Committee determined that the proposed plan is feasible, but that they would like complete plans and details. Mr. Schueller stated that detailed plans were not submitted because he did not want the architect to do all of the work if the Committee could possibly find the plan to not be feasible. Mr. Schueller will supply Miller with plans by the next meeting so that the plans can be approved by the Plan Commission at their August meeting.

The Committee discussed how to inform property owners within the Historic Districts that they must obtain a Certificate of Appropriateness prior to being issued a building permit. Properties which are listed as historical. The Committee suggested making a list of out how many contractors et al. are within the Marshfield area, to determine if it would be feasible to send them all letters regarding the requirements for the Certificate of Appropriateness along with the addresses of the properties within the districts. Miller stated that it may also be possible to put the information under the "Developers" tab of the City of Marshfield website, or elsewhere on the website.

Discussion to Change the Name of the Stewardship Award.

The Committee discussed the possibility of renaming the Stewardship Award after Iris because of her dedicated involvement with the Committee and the symbolism of "iris". The Committee then discussed if this would be appropriate because she still resides on the Committee. The Committee decided to continuously revisit this item until the appropriate time. Wood also noted that the award could also be renamed after the late John Christner, former Wood County Board member, and local Historian.

Discussion of the 2011 Budget.

HP10-36 Motion by Wood, second Korth to accept the proposed 2011 budget.

HP10-37 Motion by Noble, second by Gray to amend the motion to add requesting grant funds in the amount of \$2,570 from the CVB for reprinting brochures.

All 'Ayes' Motion Carried.

Vote on motion **HP10-36 as amended.**

All 'Ayes' Motion Carried.

Council would like budgets for next year to have no increase from the current year or up to a 3.5% decrease. One of the major costs in the proposed budget is the republishing of the brochures in color. With the proposed budget, the Committee would be able to reprint 3. For the original printing of the brochures, Main Street Marshfield donated \$350. With additional funds, it could be possible to reprint all 4 brochures. The other major budget item is for 2 plaques (the Steam Engine and one not yet determined), totaling \$1,000. The Committee mentioned the possibility of reducing the amount budgeted for travel and increasing the amount for plaques. The Committee stated that if additional funds could be found for reprinting the brochures (possibly from the CVB), then that money could be used for other items, such as more plaques.

Discussion on Developing a Policy Regarding Preservation/Demolition of Historic Structures.

The Committee currently does not have any policies or procedures in place related to how they would protect a historically significant structure from demolition that is not on a register. The demolition permit only notifies the Committee if the structure is locally designated.

It was noted that the Committee would need a change in ordinance or policy in order to have control of structures which are not currently registered as local historic structures (or structures within districts). The Committee noted that they only wish to designate structures whose owners are "friendly" to the idea of being designated. This prohibits the Committee from designating structures simply because they would like to protect it from possible demolition in the years to come. The Committee considered first contacting homeowners, before designation, to find out if they are interested.

Dick Pokorny, Building Services Supervisor, noted that no notifications to the public are required throughout the demolition process and that there is currently no backstop if an applicant checks “no” to the historical designation questions on the demolition application. Miller noted that he could have Building Services alert him of demolition applications so that he could double-check the historical designation of the property.

The Committee is concerned about how to protect buildings from demolition which are not on the register, but which may be considered historical. It may be possible to send a letter to the property owners of building which the Committee thinks are worth saving, to inform them about historical designation as well as possible benefits to being on the historical register.

Chairman Scott created a subcommittee consisting of Noble, Gray, and Wood to outline an approach in determining historic properties and the possible expansion/reconfiguration of the historic district boundaries.

Discussion of Updating Committees Regarding Historic Preservation Activities.

The Committee was presented with a list of organizations and committees throughout Marshfield to give them an idea of who they may want to co-communicate with. The Committee stated it would be better to be proactive and to visit other committees’ meetings to show our interest. Chairman Scott stated that Committee members should look at the list and determine the committees to be co-communicators with, and then Miller will look at the meeting dates and times of those committees to configure schedules for members to visit.

Update on the Hartl Manor.

The Hartl Manor is still in the demolition process. It was scheduled to be taken down at the end of this May, but it is still up.

Set Meeting Date and Future Agenda Items.

The next Historic Preservation Committee meeting will take place on August 2, 2010. The agenda should include approval of the July meeting minutes, continued discussion about co-communicating with other committees, the Certificate of Appropriateness, the renaming of the Stewardship Award, and the response regarding the proposed 2011 budget.

Adjourn.

Motion by Korth, second by Wood to adjourn meeting at 5:23 P.M.

All ‘Ayes’ Motion Carried

Respectfully submitted,

Josh Miller
Planner/Zoning Administrator