

HISTORIC PRESERVATION COMMITTEE MINUTES
OF MARCH 7, 2011 MEETING

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

PRESENT: Carl Scott, Chairperson, Ken Wood, Vice Chairperson, Alderman Dave LaFontaine, Gary Gray, and David Korth.

ABSENT: Scott Noble

ALSO

PRESENT: Tom Ptak, President of the North Wood County Historical Society; Shirley Mook, Historic Preservation Association; Denise Sonnemann, Executive Director of Main Street Marshfield; Kyle Kearns, Planning Intern; Josh Miller, Planner/Zoning Administrator.

Approval of the Minutes of February 8, 2011 Meeting.

HP11-11 Motion by Alderman LaFontaine, second by Korth to approve the minutes of the 2/8/2011 meeting as corrected.

All ‘Ayes’ Motion Carried.

Gray stated that he voted ‘Nay’ on HP11-10, motion to approve spending \$3,620 to make color walking tour brochures for the four remaining districts and print 2,400 copies of each.

Approval of the Minutes of February 21, 2011 Special Meeting.

HP11-12 Motion by Alderman LaFontaine, second by Gray to approve the minutes of the 2/21/2011 Special meeting.

All ‘Ayes’ Motion Carried.

Citizen Comments.

Shirley Mook was in attendance to inform the Historic Preservation Committee about the upcoming Civil War Dinner, an event to honor the Civil War veterans buried in Marshfield. The event will also raise funds to help straighten tipped gravestones and inform attendants on how they can adopt a Civil War soldier gravesite. Those that adopt the gravesite will be responsible for cleaning the gravestones as well as caring for the site. Memorial Day ceremonies will be focused on the Civil War.

Update on the Upham Mansion Repair Needs and Discussion of Coordinating Efforts with Other Historic Preservation Groups in the Area.

Tom Ptak was in attendance and gave the Historic Preservation Committee a brief summary as to the issues that the North Wood County Historical Society is facing with regard to the care of the Upham Mansion. In February, the Common Council directed the Historic Preservation Committee to work with the North Wood County Historical Society regarding their needs as far as planning, organization, repairs, and costs needed for the Upham Mansion. He stated that he would continue to be in contact with the Committee and staff.

Mr. Ptak stated that he has been in communication with historical architects to get input and recommendations on how to proceed.

The Committee suggested that copies of the repair report should be made available to the public at the library. The City should also receive a copy.

The Committee also added that there is a need to educate the public as there didn't seem to be a lot of support for spending tax dollars on the repairs.

The Committee suggested that any communication related to the Upham Mansion between the North Wood County Historical Society and the Historic Preservation Committee not involving financial issues should go through Josh Miller.

Korth suggested the North Wood County Historical Society look at other examples where public funding for historical properties was shifted from public donations to private. The example he cited was the Veteran's Museum.

Alderman LaFontaine said that in emergency situations the Historic Preservation Committee should be more involved and help to provide oversight and recommendations. What now needs to be done is determine what all needs to be repaired, how much it will cost for repairs, what education effort there needs to be, and which items are emergency.

Review from Attendants at the Display at the Cultural Fair.

Wood stated that he assisted watching the display for a little while and thought attendance was good. The brochures were very popular and most preferred the color 5th/6th Street ones. Many people did not know where the Pleasant Hill Historic District was. He also received numerous positive comments regarding the newspaper articles.

Review of Proposed Amendment Changes to Sec. 18-135 of the Municipal Code regarding Certificates of Appropriateness Requirements and changes to the Historic Preservation Procedures Policy 7.110.

HP11-13 Motion by Wood, second by Alderman LaFontaine to approve the changes to Sec. 18-135 of the Municipal Code and recommend that it is reviewed at the next Plan Commission and include a public hearing.

HP11-14 Motion by Wood, second by Alderman LaFontaine to amend motion HP11-13 to include language in the ordinance that proposed projects still needed to meet the guidelines in Sec. 18-135 (4).
All 'Ayes' Motion Carried.

HP11-15 Motion by Gray, second by Wood to call for the question.
All 'Ayes' Motion Carried

Vote on motion HP11-13 as amended.
Gray Abstained, all others voted 'Aye' Motion Carried.

HP11-16 Motion by Wood, second by Alderman LaFontaine to approve the policies and procedure changes to the Historic Preservation Procedures Policy 7.110.

HP11-17 Motion by Wood, second by Alderman LaFontaine to amend motion HP11-16 to include the term ‘written’ at the beginning of Section 7 (3) (C) (8) and (9) of Policy 7.110 and include a minimum size requirement for submittal materials.

All ‘Ayes’ Motion Carried

Vote on motion HP11-16 as amended.

All ‘Ayes’ Motion Carried

Update List of Potential Buildings/Sites to Consider for Historic Designation.

No action or discussion on this item as it will be discussed at the special Saturday meeting on March 12, 2011.

Discussion of Detailed 2011 Budget

No action or discussion on this item as it will be discussed at the special Saturday meeting on March 12, 2011.

Discussion of the Saturday, March 12, 2011 Historic Preservation Plan Review Session.

The Committee will discuss the following items at the March 12, 2011 special meeting: Goals and Objectives of the Local Preservation Plan, joint meeting with Main Street Marshfield, buildings to preserve, communication efforts, what groups the Committee should be involved with, budgets, historic walking tour brochures, and Civil War education opportunities.

Discussion of a Joint Meeting with Main Street Marshfield

The Committee suggested that a joint meeting be held once the changes to the Certificate of Appropriateness are in place so an education component could be included. Other topics include energy efficiency, historic tax credits, and Jim Benson from Marshfield Utilities and what they can offer for assistance. The focus should be on downtown to go along with the Façade Improvement Program.

Discussion of 2012 Budget Items.

No action or discussion on this item as it will be discussed at the special Saturday meeting on March 12, 2011.

Set Meeting Date and Future Agenda Items.

A Special Historic Preservation meeting will take place on Saturday, March 11, 2011 to review the goals and objectives of the Local Historic Preservation Plan. The next regular Historic Preservation Committee meeting will take place on Monday, April 4, 2011. The agenda should include approval of the March 7, 2011 meeting minutes and March 12, 2011 special meeting minutes, review of detailed 2011 budget, review color walking tour brochures, publicizing the new Certificate of Appropriateness requirements, 2012 budget items, and discussion of joint meeting with Main Street Marshfield.

Adjourn.

Motion by Alderman LaFontaine, second by Korth to adjourn meeting at 5:30 P.M.
All 'Ayes' Motion Carried

Respectfully submitted,

Josh Miller
Planner/Zoning Administrator