

HISTORIC PRESERVATION COMMITTEE MINUTES
OF APRIL 4, 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, Scott Noble, and David Korth.

ABSENT:

ALSO

PRESENT: Chris Meyer, Mayor; Steve Barg, City Administrator; Shirley Mook and Ruth Voss, 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 March 7, 2011 Meeting.

HP11-18 Motion by Wood, second by Gray to approve the minutes of the 3/7/2011 meeting.
All 'Ayes' Motion Carried.

Citizen Comments.

Wood stated that the teachers from Columbus High School will have 4-5 essay submittals. He did not hear back from Marshfield High School yet.

Shirley Mook spoke about adopting a Civil War Soldier gravesite. Adoption involves cleaning the stone sometime in May this year and committing to cleaning the stone twice a year with soap and water. The cost is a \$40 donation which will cover the cost of the GAR emblem and flag holder. The two soldiers she mentioned were Egbert McLees and Charles Stringham.

Update on the Upham Mansion.

The Common Council approved of a home inspector to inspect the property prior to additional funds being allocated for repair. The home inspection took place today, April 4, 2011. The Common Council will review the report and see what other items need to be addressed.

Review of Special Saturday Meeting Discussion.

The 2011 Goal 5 of 'Hungry Hollow Designation' should be changed to discussion of 'Hungry Hollow Interest District'.

Review of the Certificate of Appropriateness Requirements.

Miller explained that the previous interpretation that all historic sites, structures, and properties in a historic district fall under the local Certificate of Appropriateness requirements was incorrect and that only the site, structures, and properties in a historic district that are on the local designation require Certificates of Appropriateness. This explanation came from Joe DeRose at the Historic Preservation Office. The ordinance only affects 12 properties within the City and none of the historic districts are on the local register. Letters will be sent to the property owners within the historic districts explaining the change in interpretation. The State and National designations only provide recognition and tax credits

for improvements if their criteria is met. The local designation provides protection for historically significant properties. If a building is a public building and on the National Register it also has protections.

Wood asked how the City Code designates an historic property and if age is a factor. He added that the basis for designating an historic property is whether there was a person, event, or architecture of historical significance. Noble added that the Committee should focus on local designations to protect historically significant properties.

The Committee suggested that a future agenda item should be to look at what the local criteria is for designation of historic structures. The local designation and process should also be easier to understand.

Review of Historic Walking Tour Brochures.

Miller explained that staff is waiting for the snow to melt to get new photos. There are just some minor corrections to the brochures and once the photos are taken, proofs will be made and reviewed. The goal is to have the brochures printed in time for at least part of Historic Preservation Month in May.

Discussion of National Trust Membership Fees, Dues, or Donations for 2011.

HP11-19 Motion by Gray, second by LaFontaine to spend \$20 on the annual membership for the National Historic Trust.

All 'Ayes' Motion Carried.

Miller stated that last year the Committee donated \$20 for the membership.

Discussion of Student Involvement as a Historic Preservation Committee Member.

Wood said that he spoke with Alderman Tom Buttke about getting the youth involved in the Historic Committee. In order to get the youth involved, the Committee would need to explain why it is important for them to participate. Getting students to attend meetings is challenging and there is usually little interest.

Gray suggested recruiting someone that lives within a designated historic structure or district. Mayor Meyer said that you could also consider students at the university. Noble added that we should consider someone outside the City. Mayor Meyer thought that Committee members could be from outside the City, but that may have to be clarified in the policy or ordinance.

The Committee discussed the idea of outlining what criteria should be for future Committee members. The discussion included whether a student could be a voting member, if the members had to live in the City, and if one of the members should live in a designated historic structure or district. Miller will talk to the City Attorney about the Committee member requirements.

Discussion of a Survey of Historic Properties to Create another District.

The Committee thought they should review the list of priority buildings that was discussed earlier this year to protect. The Committee also suggested that the Intensive Survey completed for the Commercial district be reviewed. If new districts are created or existing ones expanded, there needs to be criteria developed for determining which buildings/sites to include.

Discussion to Adopt a Civil War Veteran.

HP11-20 Motion by Wood, second by Korth to choose Egbert McLees as the Civil War gravesite to adopt.

All 'Ayes' Motion Carried.

Mook stated that if the Committee decided it could no longer care for the gravesite, to let her know and she would make it available for adoption to another person or group.

HP11-21 Motion by LaFontaine, second by Wood to approve the adoption Civil War gravesite of Egbert McLees and pay the donation of \$40 and authorize the purchase of the required cleaning materials.

All 'Ayes' Motion Carried.

Discussion of a Joint Meeting with Main Street Marshfield.

Denise Sonnemann stated that they were looking at holding the joint meeting during the week and in the morning. They would like to talk about façade improvements. The date will be sometime in May. After the Organizational Committee meeting next Thursday, she will let us know the date of the joint meeting. The meeting is scheduled to be held at 301 S Central Ave.

Discussion of 2011 WAHPC Spring Conference.

Scott and Wood will be attending this year's conference in Columbus, Wisconsin. The conference will focus on preserving windows and storefronts.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will take place on Monday, May 2, 2011. The agenda should include approval of the April 4, 2011 meeting minutes, review of detailed 2011 budget, newspaper article by Scott Noble, communication with residents of historic districts, student essay contest, discussion of buildings to preserve and the criteria for determining what is historic, update on criteria for Committee members, 2012 budget items, and discussion of joint meeting with Main Street Marshfield.

Adjourn.

Motion by Alderman LaFontaine, second by Gray to adjourn meeting at 5:15 P.M.

All 'Ayes' Motion Carried

Respectfully submitted,

Josh Miller
Planner/Zoning Administrator