

HISTORIC PRESERVATION COMMITTEE MINUTES
OF DECEMBER 5, 2011 MEETING

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

PRESENT: Ken Wood, Chairperson; Carl Scott, Vice Chairperson; Alderman Dave LaFontaine; Bill Penker; David Korth; and Ken Bargender.

ABSENT: Keith Meacham

ALSO

PRESENT: Denise Sonnemann, Executive Director of Main Street Marshfield; and Josh Miller, Planner/Zoning Administrator; Alderman Ed Wagner, arrived around 4:30 pm.

Approval of the Minutes of November 7, 2011 Meeting.

HP11-43 Motion by Penker, second by Alderman LaFontaine to approve the minutes of the 11/7/2011 meeting with a correction to change 'Unchanged Exterior' to 'Unchanged Interior' in the fourth paragraph on the 'Review of Buildings of Historical Interest List' agenda item.

All 'Ayes' Motion Carried.

Citizen Comments.

None.

Discussion to Purchase Historic Plaque for the Soo Line Steam Locomotive No. 2442.

Miller explained that we didn't have enough guidance to get a drawing and cost estimate for a plaque. Korth suggested we pare down the narrative to something the Committee would approve of before we purchase a plaque. Penker suggested staff get estimates from other sign companies. Wood suggested that in the meantime, a subcommittee should be formed to work on the narrative of the plaque. Penker and Scott agreed to make up the subcommittee. Staff will convert the narrative provided by Meacham into an editable Word version and send it to Penker and Scott. They are hoping to have something for the Committee by February.

HP11-44 Motion by Penker, second by Korth to table the approval of purchasing the plaque until March, 2012.

All 'Ayes' Motion Carried.

Review of Buildings of Historical Interest List.

Wood asked if there was a reason why all the historic districts in Marshfield are south of the railroad tracks. Wood completed the missing dates and building names on the list. Building dates range from 1880 – 1966. The Committee will try to verify sites where there is a conflicting established date. Wood will submit the information to staff who will update the list.

Discussion to Create a Subcommittee to Work on Buildings of Historical Interest List.

The Committee discussed how to define the criteria on the Buildings of Historical Interest List. The criteria on the list are primarily based on history and architecture. Alderman LaFontaine suggested that history could be defined by use and/or ownership.

Wood volunteered to be a subcommittee of one to go through the list and identify the criteria for the buildings in the 100-500 block of South Central Avenue.

All ‘Ayes’ Motion Carried.

Discussion Regarding Small Historical Plaques for Downtown Buildings.

Denise Sonnemann said that many of the businesses that are part of Main Street that she talked to sounded in favor of the plaques. Staff was directed to look cost estimates and types of plaques at both the 8½” x 11” and 11” x 17” sizes for the downtown buildings. Staff will look at the buildings downtown to see if there is space on the buildings for either size plaque. The Committee was interested in including more of a history on the plaques rather than just a date. Wood is working on the history of many of the buildings downtown for his articles. Much of the information he provides could be used for the plaques. Bargender left at 4:30 pm.

Discussion of Proposed Zoning Code Changes Effect on Historic Districts.

Miller stated that staff has only reviewed and commented on an initial draft of the proposed zoning districts and we have not reviewed the Historic Preservation portion of the Municipal Code. When we get a little further along in the process staff would be happy to review those sections of the Municipal Code with the Committee for their input and feedback. When the time comes to review that portion of the code, staff will discuss with the Committee how they would prefer to review those sections.

Review of 2011 Budget.

Miller presented the latest budget numbers for the 2011 Budget.

The Committee has been working on the plaque for the Soo Line Steam Locomotive No. 2442, but ran out of time in 2011. They want to continue to work on it through the early part of 2012. There is over \$800 remaining from that line item in the 2011 Budget.

HP11-45 Motion by Alderman LaFontaine, second by Scott to carry forward the remaining historic plaque funds from 2011 to the 2012 Budget for the purpose of finishing the Soo Line Steam Locomotive No. 2442 historic plaque.

All ‘Ayes’ Motion Carried.

Discussion to Purchase and Reprint Historic Walking Tour Brochures.

Miller explained that the Connor name was spelled incorrectly in the Pleasant Hill Historic District walking tour brochure. Given that it is such a prominent name in Marshfield’s history, staff wanted to see if the Committee was interested in fixing the typo and having brochures reprinted. Staff received a cost estimate from Heinzen Printing for \$841.00 to reprint 2,000 brochures. The 2011 Budget still has \$850.00 remaining for the brochures. Staff asked members of the Committee review the brochure to make sure that there aren’t any other possible errors before they are reprinted.

HP11-46 Motion by Alderman LaFontaine, second by Scott to make a correction to the brochures and reprint 2,000 copies of the brochure.

All ‘Ayes’ Motion Carried.

Set Meeting Date and Future Agenda Items.

The next regular Historic Preservation Committee meeting will be moved to Monday, January 9, 2012 because of the Holiday. The agenda should include approval of the December 5, 2011 meeting minutes, review of the plaque language for the Soo Locomotive Steam Engine No. 2442, review of Buildings of Historical Interest list, review cost estimates of downtown historic plaques, and review of proposed 2012 Budget.

Adjourn.

Motion by Penker, second by Scott to adjourn meeting at 5:00 P.M.

All 'Ayes' Motion Carried

Respectfully submitted,



Josh Miller
Planner/Zoning Administrator