

Landmarks Commission Meeting Minutes
Thursday October 12, 2023 – 6:30 pm
Hybrid

Members Present: Todd Hubing, Chair; Kimberly Cook, Secretary; Lisa Reeves; Greg Pigarelli, Vice-Chair and Alan Hedstrom.

Staff: Michael Stacey, Zoning Administrator

Absent: Peggy Veregin and David Udstuen

Guests: Justin Hanson; Dustin Oler; David Everett; and Ryan Milton

1. **Call to order.** Hubing called the meeting to order at 6:31 pm.
2. **Roll Call and Verification of Quorum.**
Hubing verified a quorum is present.
3. **Certification and Compliance with Open Meetings Law.**
Hubing stated the meeting has been noticed and is open to the public.
4. **Review/approval of the Landmarks Commission meeting minutes of September 14, 2023.**
Motion by **Reeves** to approve the minutes as presented, 2nd by **Cook**. Motion carried unanimously.
5. **Certificate of appropriateness 419 E. Main Street.**
Hubing introduced the request.

Ryan Milton gave an overview of his plans for the exterior of the building. The COA request is only for the 2 front windows and brick repair. The front door is not part of this application.

Hubing explained how the historic preservation tax credits work.

Ryan Milton explained the intent for the window replacement which at this point will be dark bronze aluminum unless he can find a historic picture that shows otherwise.

The group discussed what the front façade may have looked like historically.

Pigarelli stated it would be nice to find an old picture so the windows could be replicated.

Motion by **Reeves** to approve the COA to replace the 2 front windows and for brick repair as presented, 2nd by **Cook**. Motion carried unanimously.

6. **Certificate of appropriateness at 211 S. Water Street.**
Hubing introduced the request.

Dustin Oler explained the intent of the request and stated the provided plans are not what the State will allow for the preservation tax credits.

Cook suggested the applicants work with the State Preservation Office closely so there is less duplication of work.

Hubing recommended tabling the request until the applicant has a plan the State will approve.

Motion by **Hedstrom** to table the request until the applicants come back with an updated plan, 2nd by **Cook**. Motion carried unanimously.

Hubing stated it is likely that any plan the State Preservation Office approves will be approved by the Landmarks Commission.

7. COA at 148 – 154 E. Main Street.

Hubing introduced the request.

David Everett explained the COA request.

Motion by **Pigarelli** to approve the COA as presented, 2nd by **Hedstrom**. Motion carried unanimously.

8. Review Historic Downtown District Guidelines.

Veregin emailed Stacey a suggested change to the guidelines as follows:

Regarding the Design Guidelines, page 86, under the heading "Replacement", 3rd bullet: I propose "Wood windows may be replaced with wood, or aluminum-clad wood. Steel windows should be replaced in kind with steel or aluminum windows."

Motion by **Hedstrom** to approve the change to the guidelines as requested by Veregin, 2nd by **Reeves**. Motion carried unanimously.

Stacey will make the change and update the website.

Hedstrom suggested keeping a log at the back of the guidelines for when changes are made. Stacey will make a log to be placed at the end of the document.

9. 2023 Historic Preservation Award.

Veregin provided Stacey information that the cost of each award is \$30.

Motion by **Hedstrom** to approve \$30 to be paid to Veregin for each of the three awards, 2nd by **Cook**. Motion carried unanimously.

10. Historic Downtown Local District Informational Meeting.

Veregin sent out a doodle poll and the 2 most popular choices were November 1st and October 25th. Veregin favors November 1st to allow more time to prepare the presentation. Stacey will check with the Fire Department for availability of the Fire Department Training Room for November 1st from 6 – 7 pm. Second choice being October 25 from 6 – 7pm.

Hubing stated another option would be to use his building for the presentation on October 25th.

11. Commemorative Signage.

The group discussed the proposed signage which one will be placed at the 1892 High School site and the other downtown.

12. Commission Reports/Calendar.

The Historic Preservation Conference is coming up and Cook will be going.

13. Future agenda items.

Cellular tower equipment at the Stoughton Hospital, 900 Ridge Street. Stacey has requested more information be provided.

14. Adjournment.

Motion by Reeves to adjourn the meeting at 7:50pm, 2nd by Hedstrom. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey