

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, March 9, 2017, at 7:00 pm** in the **Hall of Fame Room, Lower Level, City Hall, 381 E. Main Street, Stoughton, WI.**

AGENDA:

1. Call to order.
2. Consider approval of the Landmarks Commission meeting minutes of February 9, 2017.
3. Discuss request by the Common Council to develop an ordinance for consideration by the council that would amend existing City ordinances such that no building in a historic district listed on the National Register of Historic Places may be demolished without review and recommendation by Landmarks Commission and a decision by the Common Council based on appropriate and lawful standards.
4. Discuss local landmark mini-grants.
5. Discuss status of 1892 High School.
6. Discuss status of the Milfab/Highway Trailer/Power Plant development.
7. Discuss Commission initiatives.
8. Discuss previous Local Landmark approvals.
9. Commission Reports/Calendar.
10. Future agenda items.
11. Adjournment.

3/1/17mps

COMMISSIONERS:

Peggy Veregin, Chair

Alan Hedstrom, Vice-Chair

Josh Mabie

Kathleen Tass Johnson (Council Rep)

Greg Pigarelli, Secretary

Kimberly Cook

Stephen Mar-Pohl

EMAIL NOTICES:

Art Wendt

Council Members

Receptionists

Joe DeRose

Desi Weum

Matt Dregne, City Attorney

smonette@stolib.org

Stoughton Hub

Leadership Team

Steve Kittelson

For security reasons, the front door of City Hall will be locked after 4:30 P.M. (including the elevator door). Please use the east employee entrance.

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 873-6677 PRIOR TO THE MEETING.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

Landmarks Commission Meeting Minutes

Thursday, February 9, 2017 – 7:00 pm

City Hall, Hall of Fame Room, Lower Level, 381 E. Main Street, Stoughton, WI.

Members Present: Peggy Veregin, Chair; Kimberly Cook; Greg Pigarelli; Alan Hedstrom, Vice-Chair; Stephen Mar-Pohl and Kathleen Tass Johnson

Absent: Josh Mabie

Staff: Zoning Administrator, Michael Stacey

Guests: Greg Jenson; Dennis Kittleson; Amy Kittleson and Michael Engelberger

1. **Call to order.** Veregin called the meeting to order at 7:00 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of January 12, 2017.**
Motion by **Mar-Pohl** to approve the minutes as presented, 2nd by **Tass-Johnson**. Motion carried 6 – 0.
3. **Discuss request to demolish the building at 305-315 E. Main Street.**
Veregin explained the request.

Dennis and Amy Kittleson provided a concept plan for the property which is planned for a landscaped, public gathering area. The Kittleson's explained their intent is to provide the landscaped lot as a public gathering area for the extended future with no plans for redevelopment. The Kittleson's explained the history and condition of the building and noted the building is land-locked with no onsite parking.

There was further discussion about the history and condition of the building.

The Commission discussed the intent of the zoning ordinance related to the Downtown Design Overlay Zoning District. The ordinance states, "This district is intended to implement the urban design recommendations of the comprehensive plan, by preserving and enhancing the historical quality of the downtown, and by attaining a consistent visually pleasing image for the downtown area".

The Commission further discussed their role in preserving the historic nature of the downtown.

The Kittleson's stated public open space is needed in the downtown.

Stacey stated, history has proven that vacant buildings eventually get to a state of disrepair such as the Power Plant; 1892 High School and Highway Trailer Building. Ultimately, the City needs to do a better job of protecting building so they don't fall into disrepair.

The Kittleson's are scheduled for a conditional use public hearing at the March 13, 2017 Planning Commission meeting. This request will ultimately go to the Common Council. However, the ordinance is written to allow the Planning Commission final say regarding the removal of the building and the future of the site.

4. Request by the Common Council to develop an ordinance for consideration by the Council that would amend existing City ordinances such that no building in a historic district listed on the National Register of Historic Places may be demolished without review and recommendation by the Landmarks Commission and a decision by the Common Council based on appropriate and lawful standards.

Veregin explained what had transpired at the last Common Council meeting where she was asked to comment regarding the zoning code requirement to allow the Planning Commission to have final say in project review in the Downtown Design Overlay Zoning District including removal of a building. Veregin stated this is problematic to only have the Planning Commission decide to remove a building in the downtown.

Greg Jenson stated Attorney Dregne expressed concerns about the wording of the motion to refer the ordinances to the Landmarks Commission since he believes the cost to amend the ordinances could cost \$10,000 – \$15,000. Jenson stated he is bringing that motion back to the next Council meeting of February 14th for consideration to figure out where the money is going to come from to pay for it.

The group discussed the attorney's concerns and the consensus is that the cost would be much less.

Michael Engelberger stated he believes the approximate 40 hours stated to review the ordinances is inflated and that the City already pays the attorney to review ordinance revisions under a contract.

The Commission plans to come up with a recommendation according to the Council motion directing them to do so.

Hedstrom suggested a sub-committee to review the ordinances. Cook, Hedstrom and Veregin will form the sub-committee and plan to meet next week. The sub-committee plans to have a recommendation by the February 28th Council meeting.

Stacey will check with Attorney Dregne to find out what potential conflicts he believes exists between the zoning ordinance and the historic preservation ordinance.

5. Discuss creating a Downtown Local Landmark District.

The Commission discussed replacing this agenda item with an agenda item related to outreach to Main Street property owners.

Motion by Hedstrom to defer discussing the creation of a local landmark district and instead work on outreach to Main Street property owners, 2nd by Mar-Pohl. Motion carried 6 – 0.

6. Discuss status of the 1892 High School.

There is nothing new to discuss since the next listening session is scheduled for late February.

7. Discuss status of the Milfab/Highway Trailer/Power Plant development.

Stacey stated the Redevelopment Authority (RDA) has acquired the services of a company to outline the scope of work to remove the old Millfab Buildings. Once the scope of the project is outlined, the RDA will seek proposals to remove the buildings. Remediation of the site will follow once the buildings are removed. The RDA continues to review the 3 RFP's provided.

8. Discuss Commission initiatives.

The Commission discussed the following pared down list of initiatives:

1. Façade improvement mini-grants: This will be a priority. Cook has been working on how to evaluate application forms and stated one page works best. Priority should be given to façade improvements. These grants are only for Local Landmark buildings. Cook to provide a mock-up form for the next meeting.
2. 1892 High School Coalition: Discussed in agenda item 6.
3. City update of Comprehensive Plan; Veregin encourages the Commission member to contact the staff at Vandewalle about adding more information related to historic preservation.
4. Contractors List: **on hold**
5. COA Sample Submittals: **on hold**
6. Depot Hill HD: on hold
7. Design guidelines for local landmarks: **on hold**
8. Power Plant re-use (Local Landmark) / Highway Trailer/Milfab Redevelopment: **on hold**
9. Procedural manual updates: **on hold**

9. Discuss previous local landmark approvals.

City Attorney Dregne has advised the Commission to go back through the public hearing process for the 4 properties that did not get approved through Council. The properties that were approved through Council but did not have a resolution recorded could simply have a resolution recorded at this time.

Veregin plans to reach out to the 4 property owners regarding the lack of approval.

The process will require a public hearing at a Landmarks meeting; recommendation to Council; Council approval and recording of the resolution document.

10. Commission Reports/Calendar.

None discussed.

11. Future agenda items.

None discussed.

12. Adjournment. Motion by Hedstrom to adjourn at 9:20 pm, 2nd by Cook. Motion carried 6-0.

Respectfully Submitted, Michael Stacey