

## **OFFICIAL NOTICE AND AGENDA**

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, April 12, 2018 at 7:00 pm** in the **Hall of Fame Room, Lower Level, City Hall, 381 E. Main Street**, Stoughton, Wisconsin, 53589.

### **AGENDA:**

1. Call to order.
2. Consider approval of the Landmarks Commission meeting minutes of March 8, 2018.
3. Request by Kathy Horton for a certificate of appropriateness for façade repair at the Badger Theater Building at 255 E. Main Street.
4. Discuss nominations for the 2018 historic preservation award.
5. Discuss requests to create exhibits for the Linderud photo collection.
6. Discuss local landmark designation plaques.
7. Discuss outreach to Main Street property owners.
8. Local landmark status update for 148/154 E. Main St, 118 N. Page St and 515 E. Main St.
9. Status update for Highway Trailer / Moline Plow area redevelopment.
10. Status update for Power Plant building redevelopment.
11. Status of 2017 local landmark grants.
12. Discuss 2018 local landmark grant application.
13. Discuss new Commission member status.
14. Commission Reports/Calendar. Reminder: The Wisconsin Association of Historic Preservation Commissions Annual Meeting and Conference to be held in Platteville on April 27 – 28, 2018.
15. Discuss a volunteer evening to sort through landmark files.
16. Future agenda items. Election of officers.
17. Adjournment.

4/6/18mps

### **COMMISSIONERS:**

Peggy Veregin, Chair  
Alan Hedstrom, Vice-Chair

Tim Swadley (Council Rep)  
Greg Pigarelli, Secretary

Kimberly Cook  
Todd Hubing

### **EMAIL NOTICES:**

Art Wendt  
Council Members  
Receptionists  
Joe DeRose

Desi Weum  
Matt Dregne, City Attorney  
smonette@stolib.org  
Kathy Horton

Stoughton Hub  
Leadership Team  
Steve Kittelson  
Dave Udstuen

**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 March 8, 2017 – 7:00 pm**

**City Hall, Ed Overland Room, Lower Level, 381 E. Main Street, Stoughton, WI.**

**Members Present:** Peggy Veregin, Chair; Alan Hedstrom, Vice-Chair; Kimberly Cook; Todd Hubing and Tim Swadley

**Absent:** Greg Pigarelli

**Staff:** Michael Stacey, Zoning Administrator

**Guests:** Michael Engelberger; Emily Bahr; Cathy Jaglin; and Don Dargel

1. **Call to order.** Veregin called the meeting to order at 7:00 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of February 8, 2018.**  
Motion by **Hedstrom** to approve the minutes as presented, 2<sup>nd</sup> by **Swadley**. Motion carried 5 – 0.
3. **Request to designate the former South School building at 1009 Summit Avenue a local landmark building.**  
Veregin summarized the request.

Veregin opened the public hearing.

Cathy Jaglin – Spoke in favor of the designation.

Peggy Veregin – Explained the reasoning to go through this process since records could not be found to verify the building was ever approved as a local landmark.

Tim Swadley – Stated one of the benefits of being designated a local landmark is the local grant funds that are offered for exterior renovations.

Don Dargel – Spoke in favor of the designation.

Mike Engelberger – Spoke in favor of the designation.

Veregin closed the public hearing.

Motion by **Hedstrom** to recommend the Common Council approve designating the South School building at 1009 Summit Avenue as a Local Landmark building based on the building being of Queen Anne style architecture; for its significance reflecting the work of master architect Allan D. Conover; and for its association with the history of education in Stoughton, contingent on the amendments as discussed at the Landmarks meeting of March 8, 2018, 2<sup>nd</sup> by **Swadley**. Motion carried 5 – 0.

4. **Request by Calvin Merath, Building and Grounds Supervisor, SASD for certificate of appropriateness approval to repair the mortar joints on the 1892 High School, 211 N. Forrest Street.**  
Swadley, who is also on the school facilities committee, explained the need for the mortar repair. Swadley stated this will prevent water from getting in and provide much needed minimum maintenance until a use is found for the building.

Motion by **Hubing** to approve the certificate of appropriateness as presented, 2<sup>nd</sup> by **Cook**.  
Motion carried 5 – 0.

- 5. Discuss marketing Stoughton with Susan Liimatta, Stoughton Chamber of Commerce.**  
Susan Liimatta could not make it to the meeting so this agenda item will be tabled until June 14, 2018.

- 6. Discuss the process to create a Local District for the Main Street Commercial Historic District.**

Currently, property owners within the Downtown Design Overlay Zoning District which is the Main Street Commercial Historic District have to go through a Planning Commission approval process for any changes to the exterior of the building unless the building is a local landmark which in that case goes through the certificate of appropriateness process through the Landmarks Commission.

The commission discussed:

- Outreach to property owners.
- Potential code changes for non-contributing or non-conforming buildings within the district.
- The many benefits of creating a local district.
- Potential future funding for exterior repairs/remodeling.
- Simplifying the approval process by having one commission charged with approving exterior projects.
- Providing expertise in repairing historic buildings.

Hubing and Hedstrom will bring back ideas next month for providing information to property owners about the benefits of creating a local district.

- 7. Discuss local landmark status of 148/154 E. Main Street, 118 N. Page Street and 515 E. Main Street.**

The commission will plan to have public hearings for these properties all at once. Veregin will check the records at City Hall for nomination paperwork and evaluate how to proceed.

- 8. Discuss ordinances related to exterior building maintenance standards.**

Veregin stated this is too much to tackle right now but maybe the commission could partner with another committee.

Swadley stated the commission should seek direction from the Council.

Motion by **Swadley** to seek direction from the Common Council regarding minimum maintenance standards for all buildings within the City using the minimum maintenance standards Attorney Dregne provided from the Village of Oregon for comparison, 2<sup>nd</sup> by **Hedstrom**. Motion carried 5 – 0.

**9. Status update for Highway Trailer / Moline Plow building redevelopment.**

Swadley stated the Council approved over \$700,000 to demolish the highway trailer building but saving the portion known as the blacksmith shop. The redevelopment authority will have to decide how to proceed.

**10. Discuss 2017 & 2018 local landmark grants.**

Veregin provided the 2017 application and letter sent to property owners and asked the commissioners to review and provide feedback for the 2018 application and letter.

Stacey stated the sooner the application is available the better so property owners can line up contractors

The commission discussed other ways to provide incentives to landmark property owners such as waving permit fees.

Veregin stated we could survey other communities to find out what they are doing to help landmark property owners.

Veregin and Cook will work to have the application and letter ready for review/comment at the next meeting.

**11. Discuss the Wisconsin Association of Historic Preservation Commissions (WAHPC) 33rd Annual Meeting and Conference to be held in Platteville on April 27 – 28, 2018.**

Motion by Hubing to reimburse the registration fee for any members who attend, 2<sup>nd</sup> by Cook. Motion carried 5 – 0.

**12. Discuss prospective new Commissioner.**

Veregin asked the commissioners to bring ideas to the next meeting.

**13. Commission Reports/Calendar.**

The commission discussed the Linderud photos.

Veregin read the agreement document for use of the photos which essentially gives the Stoughton Historical Society control over how the photos are used according to the family's wishes.

Hubing plans to contact Dave Bjerke of the Bryant Foundation about interest in providing the photos for public viewing at the Norwegian Heritage Center.

**14. Future agenda items.**

Preservation awards for 2018 and Linderud photos.

**15. Adjournment.** Motion by Hedstrom to adjourn at 9:05 pm, 2<sup>nd</sup> by Cook. Motion carried 5 - 0.

Respectfully Submitted,

*Michael P. Stacey*

**City of Stoughton Certificate of Appropriateness  
Application Form**

1. **Name of Property:** Stoughton Village Players Theater  
**Address of Property:** 255 E. Main St.  
**Name of historic district in which property is located:** \_\_\_\_\_

2. **Owner & Applicant Information**

**Owner Name:** Stoughton Village Players  
**Street Address:** 255 E Main St.  
**City:** Stoughton **State:** WI **Zip:** 53589  
**Daytime Phone, including Area Code:** 608-873-7455

**Applicant (if different from owner):** Kathy Horton, Board Member

**Applicant's Daytime Phone, including Area Code:** 608-873-7455

khort128@gmail.com

3. **Attachments.** The following information is enclosed:

- \_\_\_\_ Photographs  
\_\_\_\_ Sketches, elevation drawings  
\_\_\_\_ Plan drawings  
\_\_\_\_ Site plan showing relative location of adjoining buildings, if located within a Historic  
☒ Specifications  
\_\_\_\_ Other (describe)

4. **Description of Proposed Project** (on next page) Replace crumbling concrete before someone gets injured.

5. **Signature of Applicant**

**Signed:** Kathy Horton **Date:** 4-2-18

**Printed:** KATHY HORTON

**Return To:** Zoning Administrator, Stoughton City Hall, 381 E. Main Street

**Description of Proposed Project**  
(attach additional sheets as necessary)

Architectural Feature: Concrete Fac'ade

Approximate date of feature: 1921

Describe existing feature: Flat concrete facing

Describe proposed work, materials to be used and impact to existing feature:

See attached

Photograph No. \_\_\_\_\_ Drawing No. \_\_\_\_\_

**Architectural Feature:**

Approximate date of feature: \_\_\_\_\_

Describe existing feature: \_\_\_\_\_

Describe proposed work, materials to be used and impact to existing feature:

Photograph No. \_\_\_\_\_ Drawing No. \_\_\_\_\_

BRICKWORKS MASONRY, LLC  
 833 Garfield Street  
 Stoughton, WI 53589  
 608.575.9364

PROPOSAL NO.	1
SHEET NO.	1
DATE	1/30/2018

## PROPOSAL SUBMITTED TO:

NAME	Village Players Theater of Stoughton
ADDRESS	255 East Main
	Stoughton, WI
PHONE NO.	

## WORK TO BE PERFORMED AT:

ADDRESS	Village Players Theater of Stoughton
	255 East Main Stoughton, WI
DATE OF PLANS	
ARCHITECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of

## SCOPE OF WORK:

Set scaffolding up each side of Marquee. Bridge over with aluminum planks front and back then fill in openings with 3/4" plywood to protect roof of marquee.  
 Cut out deteriorated concrete band to depth of 6". Waterproof and install flashing, install new precast concrete band. Also replace coping stone at same height right and left.

I believe that the integrity of the concrete will not allow patching to hold.

Replacing with new is the only true fix.

Barrier to be set, clean up to be done constantly as work progresses.

Allow 3 to 4 weeks for materials to be made.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Payment due upon completion of all work Dollars (\$) 16,480.00 )

with payments to be made as follows.

Respectfully submitted Brickworks Masonry, LLC

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Per David Udstuen, Owner

Note — This proposal may be withdrawn  
 by us if not accepted within \_\_\_\_\_ days.

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date 1/30/2018

Signature

Signature

Anton Kettlerer  
 Brooke Hauser

# Stoughton Landmarks Mini Grant Application – 2017

Deadline for submittal is June 5, 2017

The Stoughton Landmarks Commission serves to recognize and preserve the historic and cultural resources within the City of Stoughton, as prescribed by the Stoughton Landmarks Ordinance.

**We will award up to \$4,000 in matching cash grants to one or more projects.**

Name of Applicant Tony Hill, Treasurer - Stoughton Village Players Board

Contact Address (full) 777 Hwy 51 Stoughton, WI 53589

Contact E-Mail tonymhill@charter.net Contact Phone Number (608) 873-7820

Landowner Name (if different) Stoughton Village Players

Address of property 255 E Main St.

**Proposed Project** (please be specific; attach additional sheets as necessary):

We desire to fix the facade on the front of our building by correcting the crumbled concrete shown in the enclosed photos along with updating the marquee.

Amount of grant request: \$4,000.00

## Attachments (REQUIRED)

☒ Current photographs of building and proposed project area.

☐ Proposed project budget.

**Terms and Conditions:** If awarded a grant from the Stoughton Landmarks Commission, the applicant agrees to complete the project within a year of grant notification. Any construction work toward which grant money is applied must be pre-approved by the Landmarks Commission and meet the Secretary of the Interior's Standards for Treatment of Historic Properties. Copies of the Standards are available on the National Park Service website at: <http://www.nps.gov/history/hps/tps/standguide/index.htm>

Award winners will schedule an on-site pre-construction walk-through with members of the Stoughton Landmarks Commission who will visit the project site once prior to commencement of project activities.

Applicants who have been awarded grants must provide the Stoughton Landmarks Commission with photos of the finished work, together with proof of expenditure, before any reimbursement can be made.

The Stoughton Landmarks Commission reserves the right to publicize the names and locations of the grant recipients as well as publicize photographs of the properties.

Signed Tracy Markle Date 6/3/17

Print Name Tracy Markle, Secretary - Stoughton Village Players Board of Directors

Landowner Signature (if different) \_\_\_\_\_ Date \_\_\_\_\_

Mail completed form to: Michael Stacey, Zoning Administrator  
City Hall, 381 E. Main Street, Stoughton, WI 53589



## Stoughton Village Players

We are in process of refinishing the marquee located in the front of our building. Wood rot had been an issue and the painting needed sprucing up. In so doing, we also discovered a need to fix the roof. That part of the project is going along well. The proposed project cost is \$18,000. We have spent \$8,500 thus far.

In doing this project, we realize we need to fix the crumbling concrete façade as well. That is included in our \$18,000 price tag.

We would appreciate being the recipient of a \$4,000 grant to help complete this project of beautifying the front of our building and making it safe for pedestrians along the sidewalk.





