

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday June 13, 2013, 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 May 9, 2013.
3. COA approval request by the City of Stoughton for a new entrance at Stoughton Public Library, 304 S. Fourth Street.
4. Discuss RDA and Planning Commission agenda items.
5. Discuss 2014 budget offer.
6. Wilhelm Linderud exhibit.
7. Historic Preservation awards for 2012 (921 E. Main Street) & 2013 (567 E. Main Street)
8. Landmarks website future needs and funding.
9. Discuss possible addendum to Chapter 64 Streets, Sidewalks, and Other Public Places related to publicly owned heritage trees.
10. Discuss Historic Preservation Ordinance amendments (Sub-Committee).
11. Discuss public outreach & review informational letters to Local Landmark and Main Street Historic District property owners.
12. Discuss amendment to the City of Stoughton redevelopment area (RA) #2 project plan and boundary under §66.1333(6)
13. Discuss future of Local Landmark – Power Plant Building on Fourth Street.
14. Review master calendar (printed calendar at the front of the procedures manual).
15. Future agenda items
16. Adjournment

6/3/13mps

COMMISSIONERS:

Alan Hedstrom, Chair	Michael Engelberger (Council Rep)	Kathleen Kelly
Peggy Veregin, Vice-Chair	Ryszard Borys	Connie Kraus
Andrea Rainka, Secretary	Lisa Rust	Anna Stracener

EMAIL NOTICES:

Art Wendt	Receptionist	Stoughton Hub
Council Members	Leadership Team	Matt Dregne, City Attorney

Note: For security reasons, the front door of City Hall will be locked after 4:30 P.M. (including the elevator door). If you need to enter City Hall after that time, please use the east 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 May 9, 2013 – 7:00 p.m.

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

Members Present: Alan Hedstrom, Chair; Peggy Veregin, Vice-Chair; Connie Kraus; Ryszard Borys; Kathleen Kelly; Michael Engelberger and Anna Stracener

Absent and Excused: Andrea Rainka and Lisa Rust

Staff: Zoning Administrator, Michael Stacey

Guests: Art Wendt and David Kneebone

- 1. Call to order.** Alan Hedstrom, Chair called the meeting to order at 7:03 pm.
- 2. Election of Officers.**

Motion by **Peggy** to nominate **Alan** as Chair, 2nd by **Anna**. No other nominations.

Motion by **Kathleen** to nominate **Peggy** as Vice-Chair, 2nd by **Connie**. No other nominations.

Motion by **Peggy** to nominate **Andrea** as Secretary, 2nd by **Kathleen**. No other nominations. Motions carried unanimously.
- 3. Consider approval of the Landmarks Commission meeting minutes of April 11, 2013.**

Motion by **Anna** to approve the Landmark's Commission minutes of April 11, 2013 as presented, 2nd by **Kathleen**. Motion carried 7 - 0
- 4. Discuss RDA and Planning Commission agenda items.**

The commission discussed the RDA loan program. Alan would like to see the loan program work similar to the façade program in that loans for exterior work to properties within the Main Street Historic District are approved by a sub-committee of the commission. Alan will draft a letter to the Mayor.
- 5. Discuss 2014 Budget.**

The commission discussed the Budgeting for Outcomes process. Peggy and Kathleen will draft an offer for the commission.
- 6. Wilhelm Linderud exhibit.**

Art Wendt briefed the commission regarding the Linderud exhibit.
- 7. Historic Preservation award for 2012 (921 E. Main Street) and 2013 (567 E. Main Street).**

Art will take pictures of the structures and provide within 2 weeks. Peggy plans to draft the award letter. Presentation at Council and a reception at the Youth Center building are being planned.
- 8. Landmarks website future needs and funding.**

Alan will review future costs for the budget proposal.
- 9. Local history book proposal.**

This item is on hold until July.

10. Discuss possible addendum to Chapter 64 Streets, Sidewalks, and Other Public Places related to publicly owned heritage trees.

Peggy did some research and provided info to the tree commission. The tree commission reviewed the material at their last meeting. A future joint meeting is being planned. Peggy may go to the tree commission June meeting if necessary.

11. Discuss possible Historic Preservation Ordinance amendments. (Sub-Committee)

The sub-committee should have the amendments ready for the next meeting.

12. Discuss National Registered home at 217 S. Prairie Street. (Michael)

Michael reported there is a 2 week waiting period to remove the asbestos then the home will be removed. This agenda item will be removed.

13. Discuss public outreach: Provide information packets to potential Local Landmark properties.

Peggy is working on a letter to send to property owners within the Main Street Historic District and to Local Landmark property owners.

14. Discuss amendment to the City of Stoughton redevelopment area (RA) #2 project plan and boundary under §66.1333(6)

Discussed above in item #4.

15. Discuss future of Local Landmark – Power Plant Building on Fourth Street.

The commission discussed options for the building. Michael will ask Laurie Sullivan if there are any funds available to short term repairs. Michael stated Tom Reiss has the preliminary permit through the Federal Energy Regulatory Commission for potential future hydro power and is working with the WDNR. A future meeting with Mr. Reiss was discussed.

16. Review master calendar (printed calendar at the front of the procedures manual).

Peggy will provide updates next month.

17. Discuss WAHPC Spring Conference.

Peggy attended the conference and has a PowerPoint presentation from Chip Brown, State Historical Society. Peggy provided information about new legislation to increase tax benefits for National Registered properties that meet certain requirements. Sending a letter in support of the legislation was discussed.

18. Future agenda items.

Certificate of Appropriateness application for the Library front entrance replacement; Tower Times articles due by July 11th.

19. Adjournment.

Landmarks Commission Meeting Minutes

5/9/13

Page 3 of 3

Motion by **Michael E** to adjourn at 8:46 pm, 2nd by **Anna**. Motion carried 7 – 0.

Respectfully Submitted,
Michael Stacey

City of Stoughton Certificate of Appropriateness Application Form

1. Name of Property: Stoughton Public Library

Address of Property: 304 S. Fourth Street

Name of historic district in which property is located: Main Street Historic District

2. Owner & Applicant Information

Owner Name: City of Stoughton

Street Address: 381 E. Main Street

City: Stoughton State: Wisconsin Zip: 53589

Daytime Phone, including Area Code: 608-873-6677

Applicant (if different from owner): Rodney Scheel, Planning Director

Applicant's Daytime Phone, including Area Code: 608-873-6619

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 District
☒ Specifications
_____ Other (describe)

4. **Description of Proposed Project** Replace front handicap accessible entry doors on Fourth Street side, installed within the existing opening. No work or repairs to be done on the original/historic part of the building.

5. **Signature of Applicant** Rodney Scheel_____.

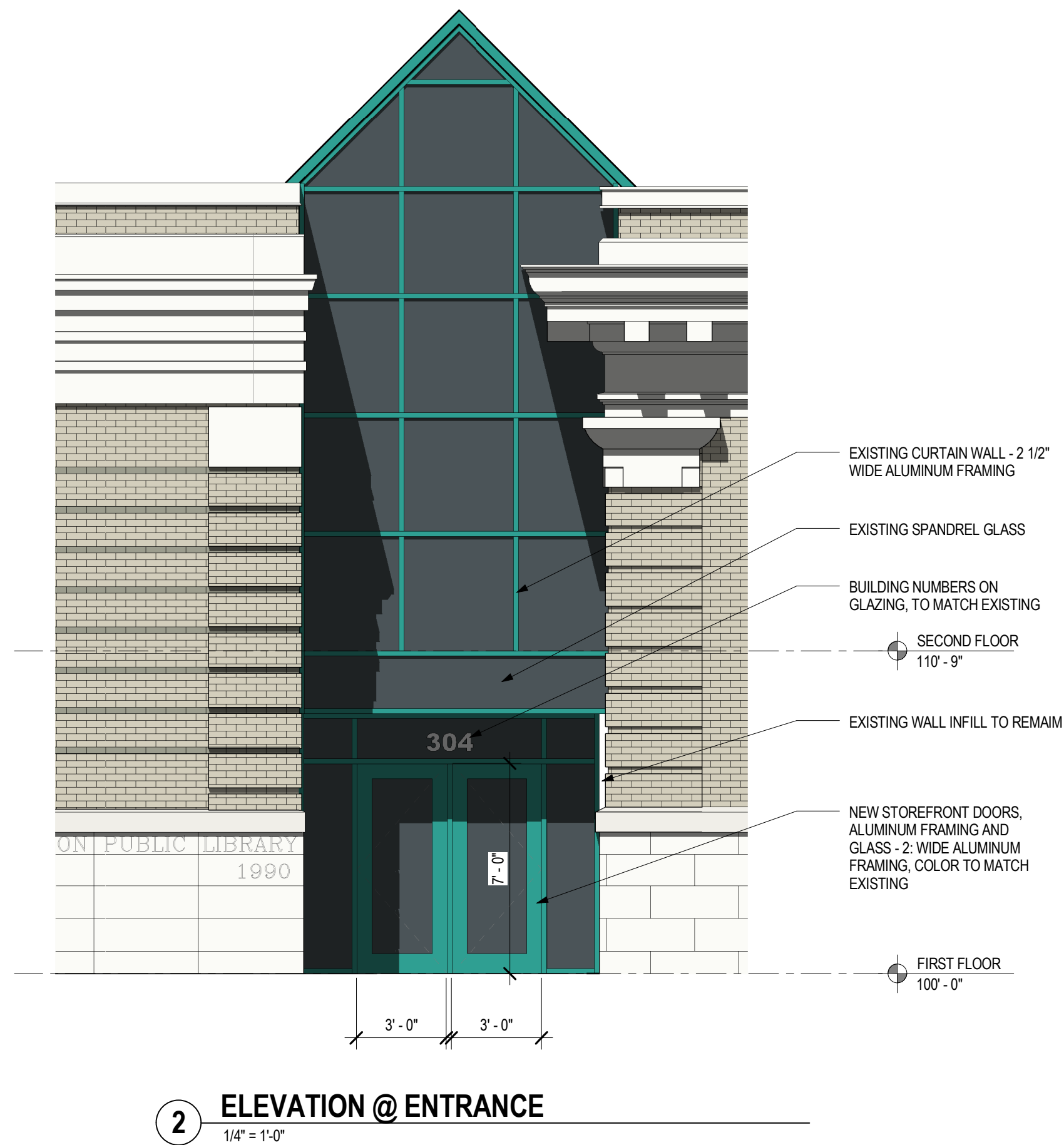
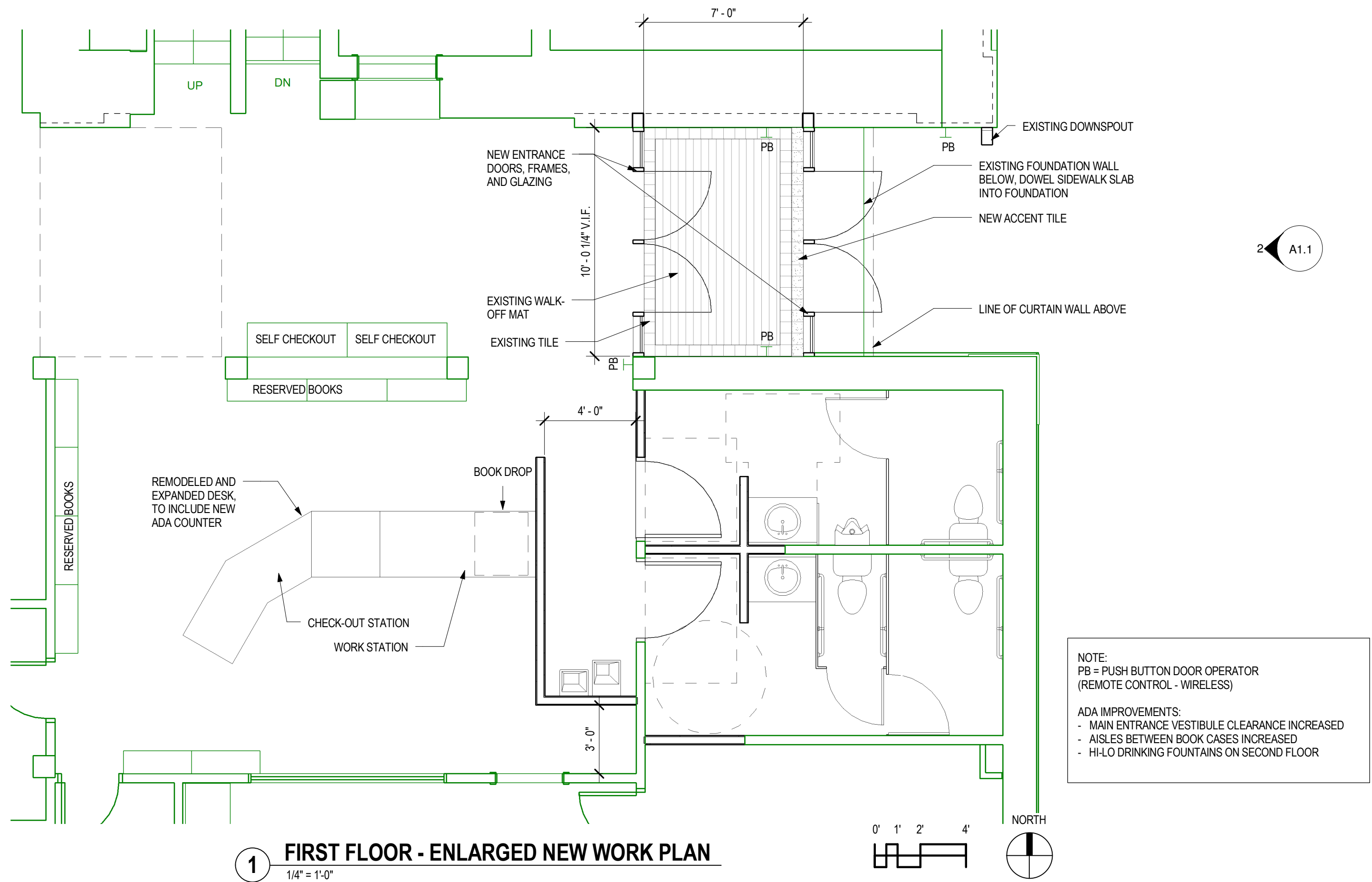
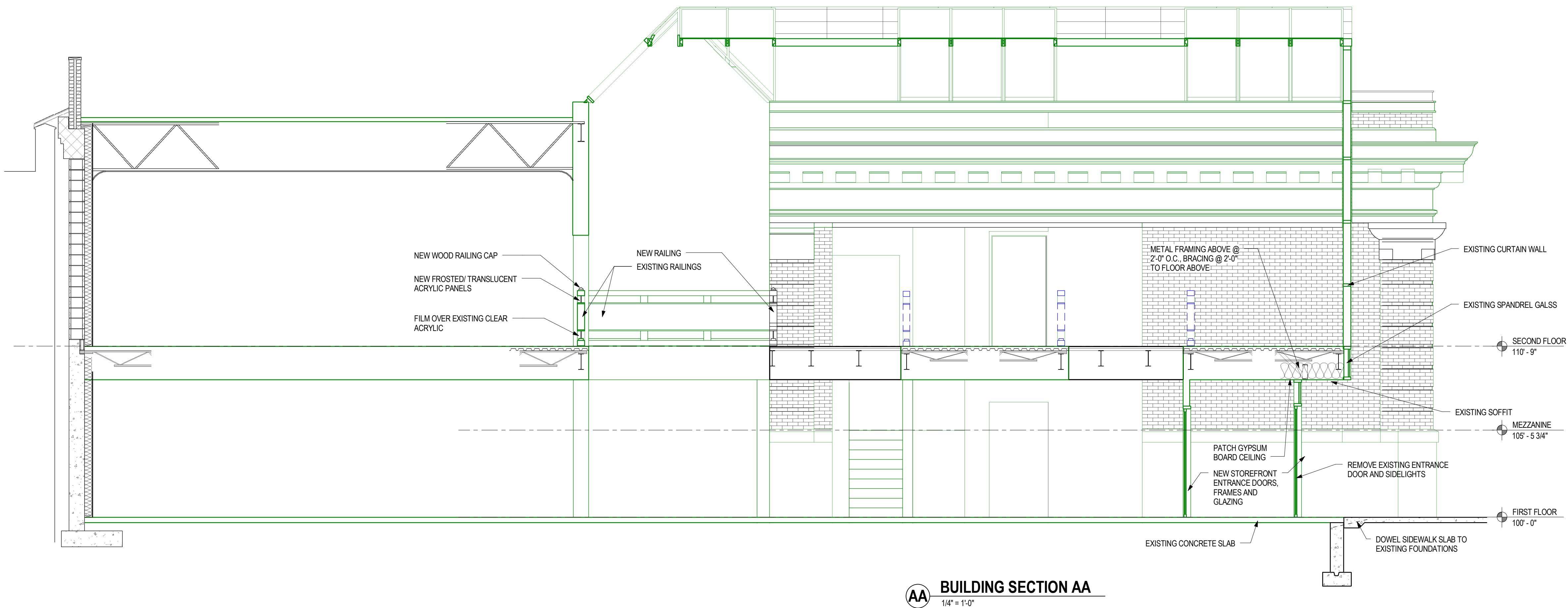
Date May 14, 2013.

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

Stoughton
Public Library

**STOUGHTON PUBLIC
LIBRARY - SECOND
FLOOR RENOVATION**

304 FOURTH STREET
STOUGHTON, WI 53589



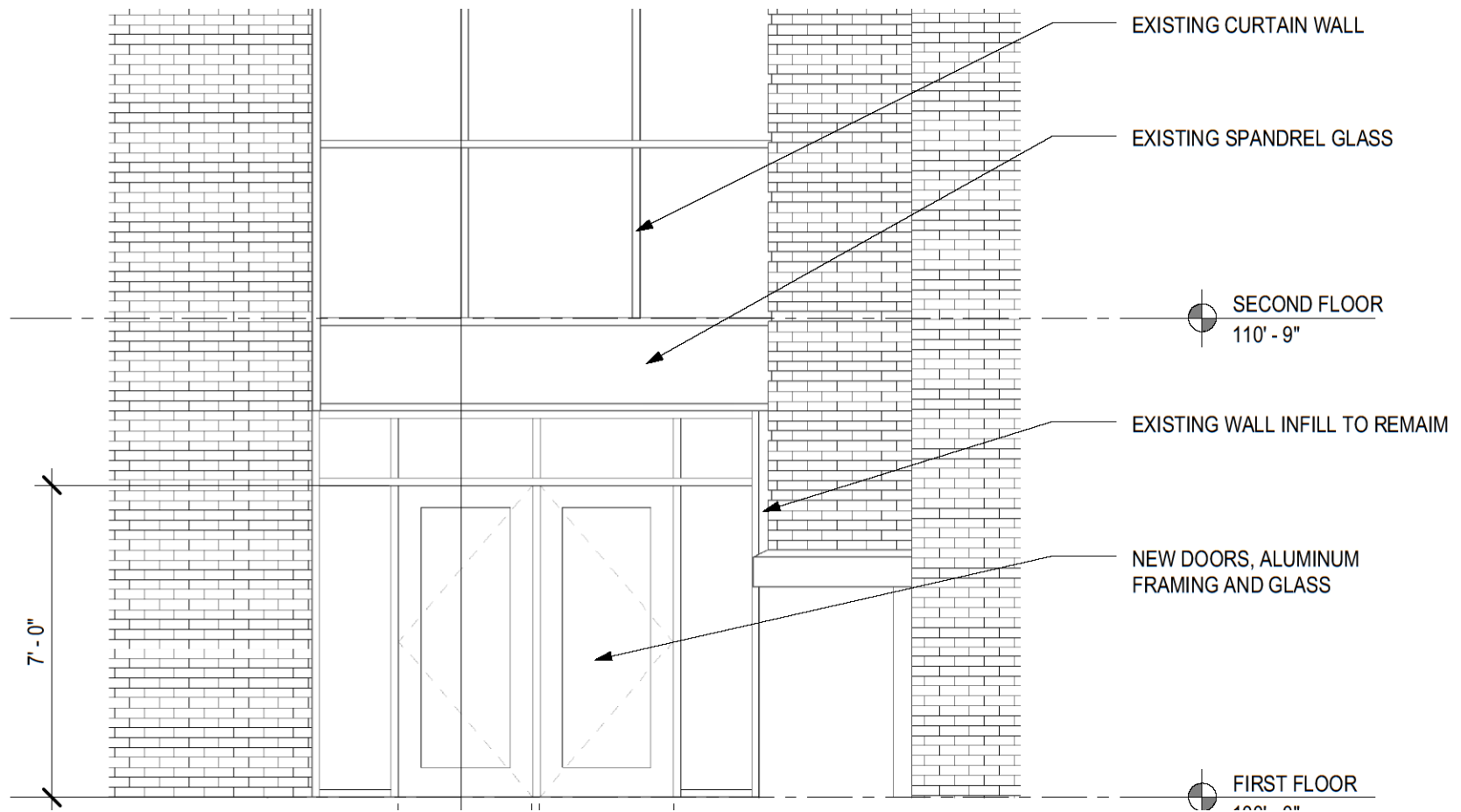
DATE OF ISSUE: 05/20/2012

**PRELIMINARY
NOT FOR
CONSTRUCTION**

PROJECT # 10012

**FIRST FLOOR - NEW
WORK PLAN,
BUILDING SECTION
& ELEVATION**

A1.1



DATE

P

PROJ

FI

FI

B

Stoughton
Public Library

**STOUGHTON PUBLIC
LIBRARY - SECOND
FLOOR RENOVATION**

304 FOURTH STREET
STOUGHTON, WI 53589

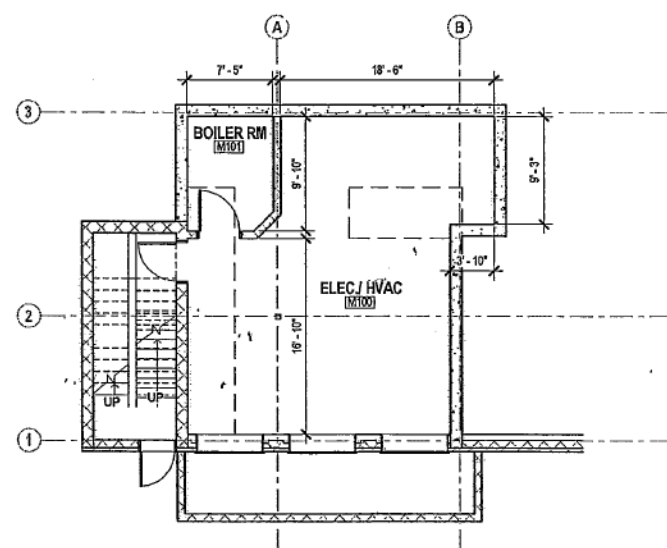
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**PRELIMINARY
NOT FOR
CONSTRUCTION**

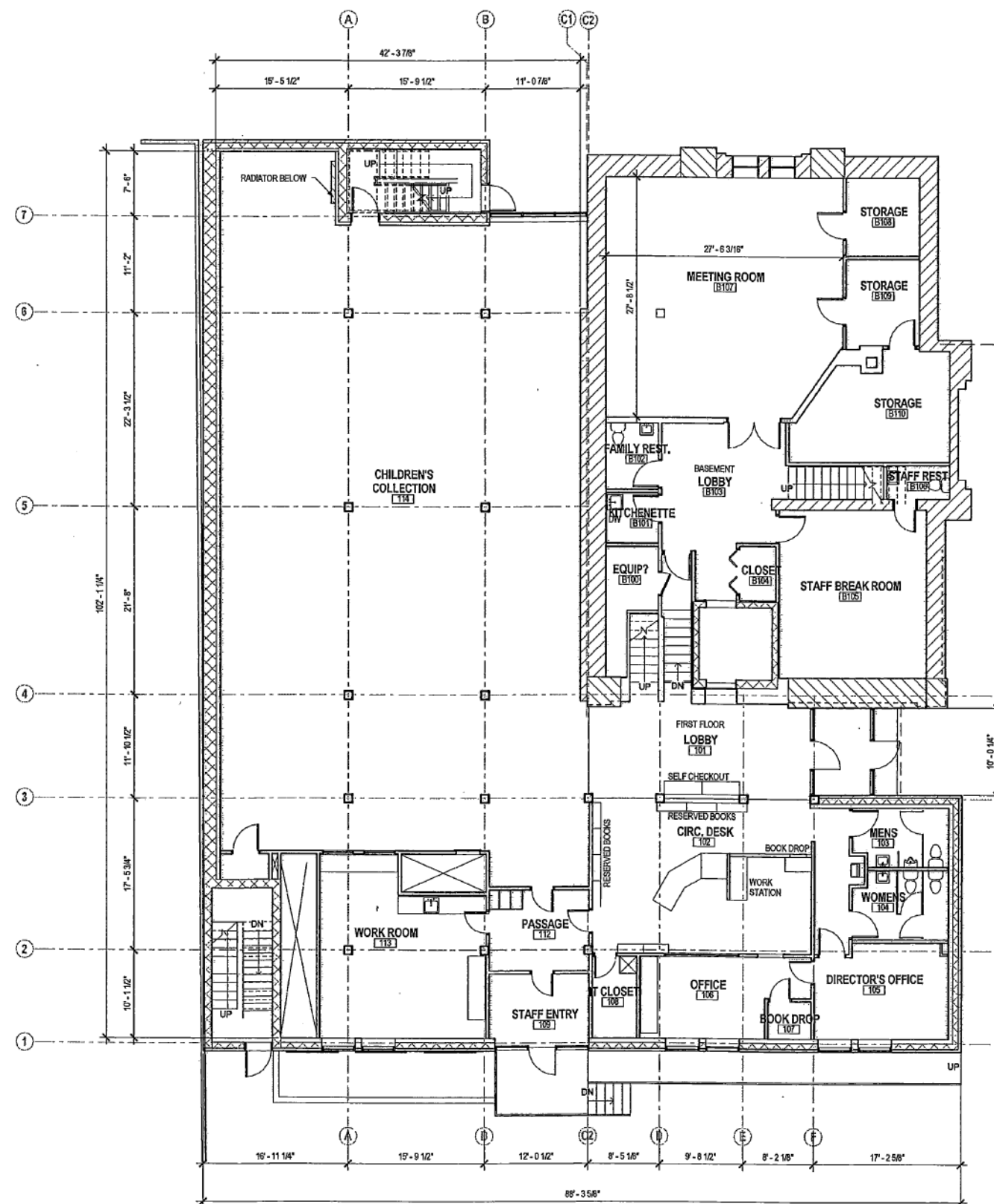
PROJECT # 10012

**MECHANICAL
BASEMENT,
BASEMENT & FIRST
FLOOR PLANS**

A1.0



2 MECH. BASEMENT - EXISTING PLAN
1/8" = 1'-0"



1 BASEMENT AND FIRST FLOOR - EXISTING PLANS
1/8" = 1'-0"



304

LIBRARY HOURS
Monday - Thursday
9:00 am - 9:00 pm
Friday - Saturday
9:00 am - 5:00 pm



05.14.2013 14:26

From: Ray White [<mailto:rwhite@dimensionivmadison.com>]
Sent: Tuesday, May 14, 2013 11:52 AM
To: Rodney J. Scheel
Subject: RE: Library Front Entrance

The glazing associated with the new storefront would be insulated glass with Low E coating. The color/tint would be to match existing. (From the photos, I am not sure if the existing is tinted, or just the "tint" that comes from the Low E coating. Regardless we should be able to get a pretty close match, and the storefront is not in the same plane as the curtainwall above.) Is this response adequate? If not, let me know what other specific information would be helpful.

Ray White



6515 Grand Teton Plaza, Suite 120
Madison, WI 53719
608-829-4444 x 19
608-829-4445 fax

www.dimensionivmadison.com

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From: rjscheel@ci.stoughton.wi.us [<mailto:rjscheel@ci.stoughton.wi.us>]
Sent: Tuesday, May 14, 2013 8:48 AM
To: Ray White
Subject: Library Front Entrance

Ray,

I am working to take the front entrance plans to the Landmarks Commission. We anticipate some specific questions related to the type of glass, etc. Can you provide me with pertinent technical info that I can supply in addition to the plans?

Thanks.

Rodney Scheel
City of Stoughton
Director of Planning & Development
608.873.6619
rjscheel@ci.stoughton.wi.us

Features

- Trifab® VG 451/451T is 4-1/2" deep with a 2" sightline
- Front, Center, Back or Multi-Plane glass applications
- Flush glazed from either the inside or outside
- Screw Spline, Shear Block, Stick or Type-B fabrication
- SSG / Weatherseal option
- Isolock® lanced and debridged thermal break option with Trifab® VG 451T
- Infill options up to 1-1/8" thickness
- Permanodic® anodized finishes in 7 choices
- Painted finishes in standard and custom choices

Optional Features

- High performance interlocking flashing
- Acoustical rating per AAMA 1801 and ASTM E 1425
- Project specific U-factors (See Thermal Charts)

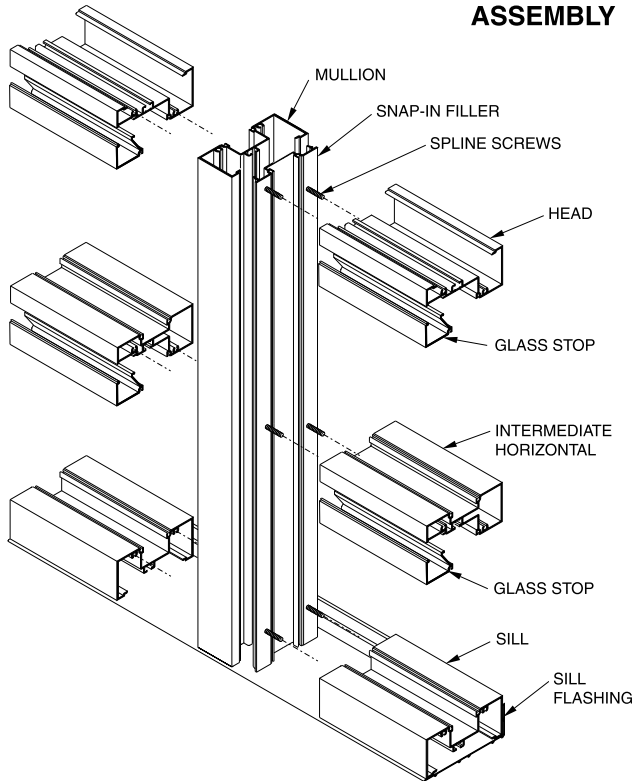
Product Applications

- Storefront, Ribbon Window or Punched Openings
- Single-span
- Integrated entrance framing allowing Kawneer standard entrances or other specialty entrances to be incorporated
- Kawneer Sealair® windows or GLASSvent® are easily incorporated

For specific product applications,
Consult your Kawneer representative.

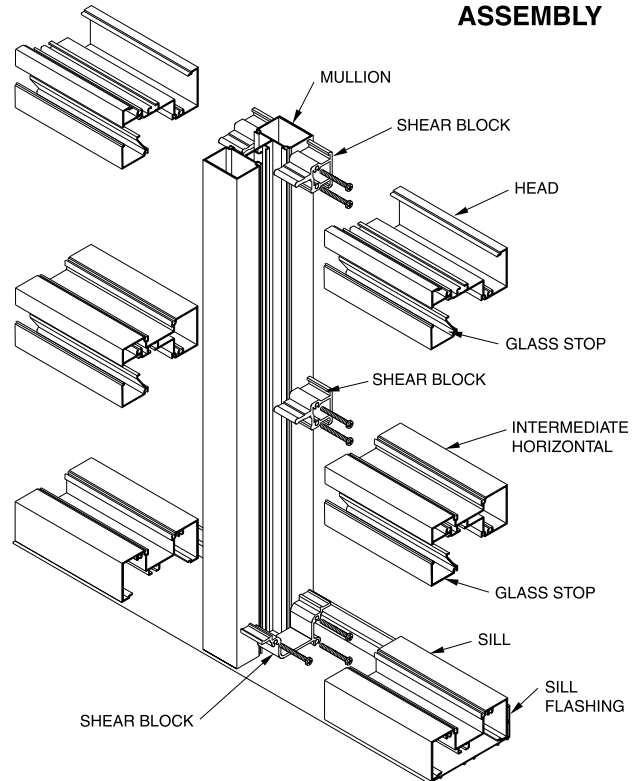
The split vertical in the **Screw Spline** system allows a frame to be installed from unitized assemblies. Screws are driven through the back of the verticals into splines extruded in the horizontal framing members. The individual units are then snapped together to form a complete frame.

SCREW SPLINE ASSEMBLY

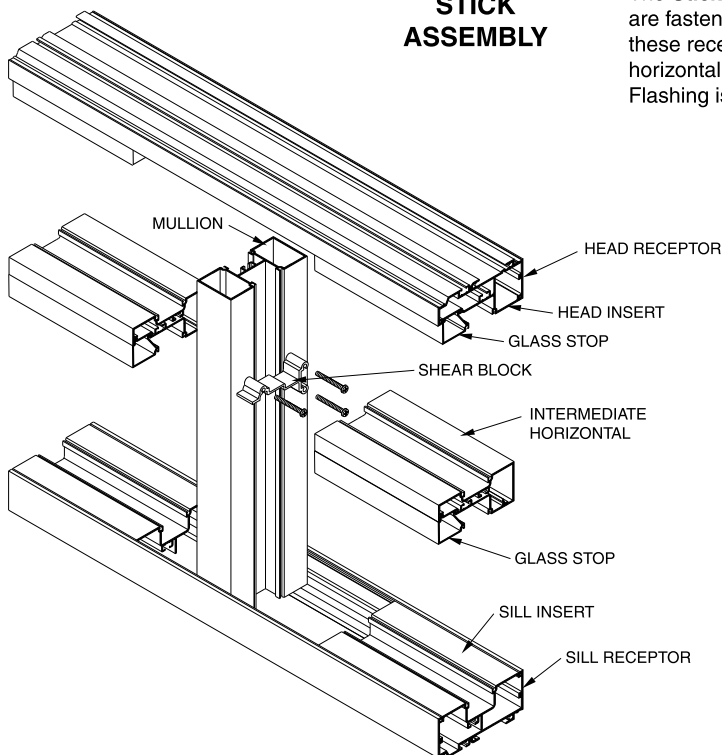


The **Shear Block** system of fabrication allows a frame to be pre-assembled as a single unit. Horizontals are attached to the verticals with shear blocks.

SHEAR BLOCK ASSEMBLY



STICK ASSEMBLY



The **Stick** system allows on-site construction. Head and sill receptors are fastened to the surround. Vertical mullions are then installed in these receptors and are held in place by snap-in inserts. Intermediate horizontal members are attached to the verticals with shear blocks. Flashing is not required.

NOTE:

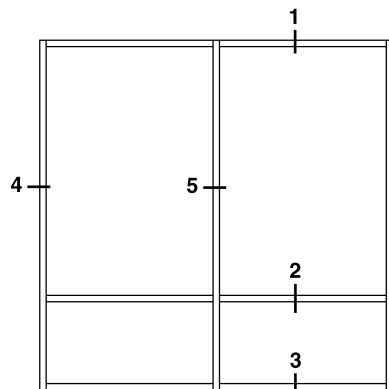
If the end reaction of the mullion (mullion spacing (ft.) times height (ft.) times specified windload (psf) divided by two) is more than 500 lbs., the optional mullion anchors must be used. (See page 14)

Laws and building and safety codes governing the design and use of glazed entrance, window, and curtain wall products vary widely. Kawneer does not control the selection of product configurations, operating hardware, or glazing materials, and assumes no responsibility therefor.

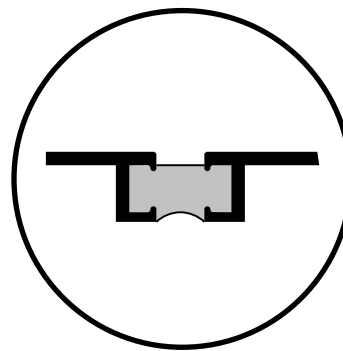
Kawneer reserves the right to change configuration without prior notice when deemed necessary for product improvement.

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SCALE 3" = 1'-0"



ELEVATION IS NUMBER KEYED TO DETAILS

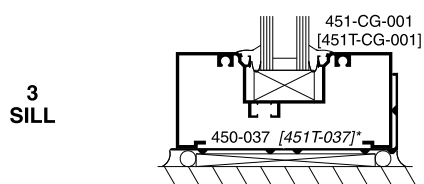
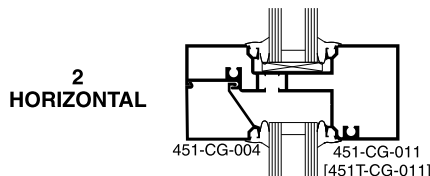
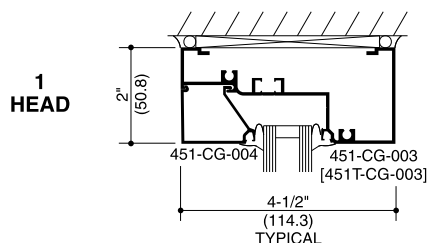
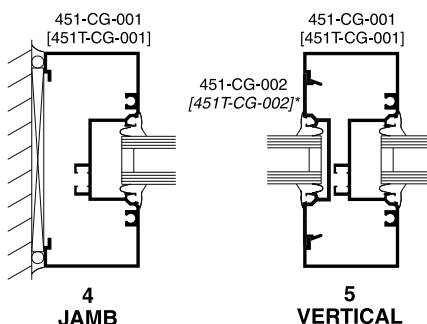


NUMBERS IN BRACKETS ARE THERMALLY BROKEN MEMBERS

*Note: See Misc. Details
for Thermal Pocket Filler
and Thermal Flashing.

SCREW SPLINE

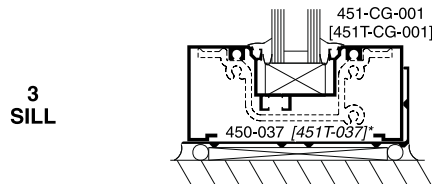
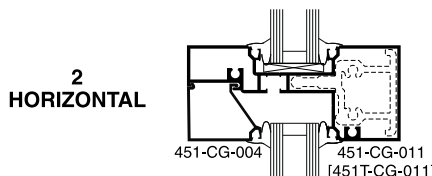
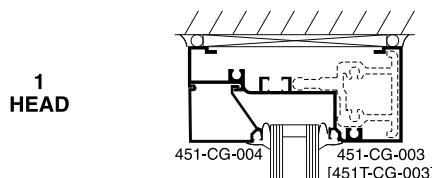
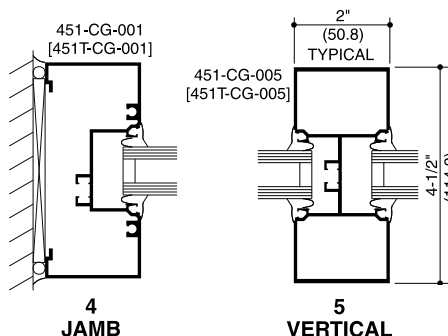
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*See Page 14 for Thermal Flashing and
Optional High Performance Flashing

SHEAR BLOCK

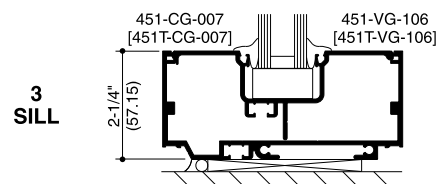
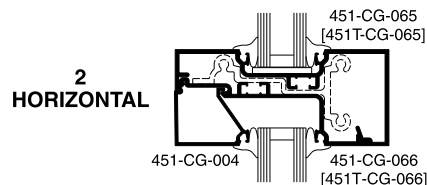
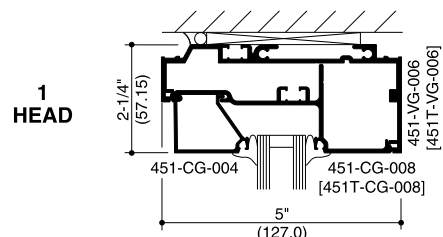
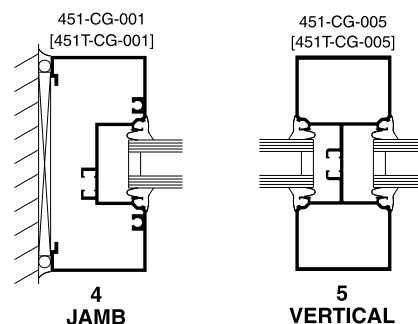
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*See Page 14 for Thermal Flashing and
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STICK

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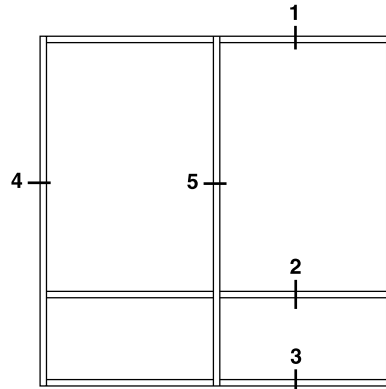


Laws and building and safety codes governing the design and use of glazed entrance, window, and curtain wall products vary widely. Kawneer does not control the selection of product configurations, operating hardware, or glazing materials, and assumes no responsibility therefor.

Kawneer reserves the right to change configuration without prior notice when deemed necessary for product improvement.

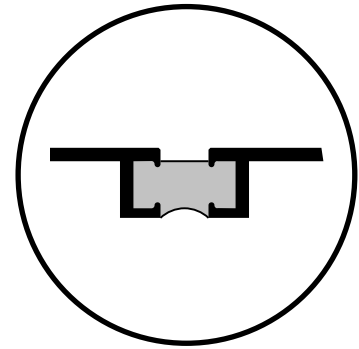
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SCALE 3" = 1'-0"



*Note: See Misc. Details
for Thermal Pocket Filler
and Thermal Flashing.

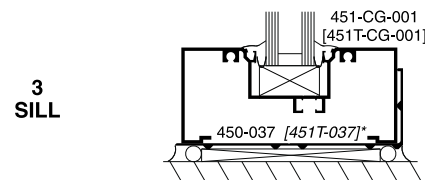
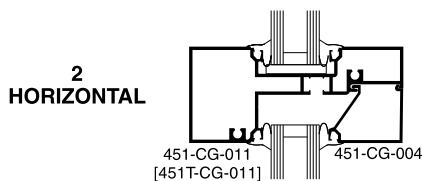
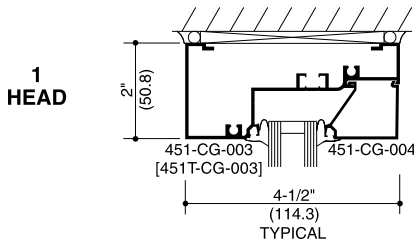
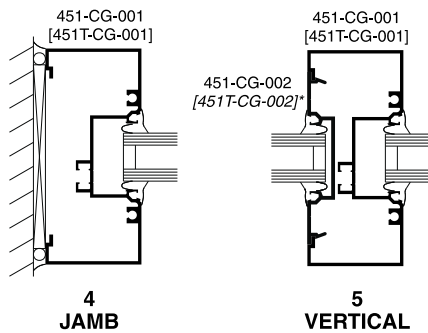
ELEVATION IS NUMBER KEYED TO DETAILS



NUMBERS IN BRACKETS ARE
THERMALLY BROKEN MEMBERS

SCREW SPLINE

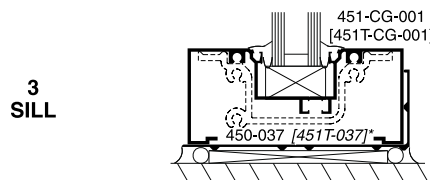
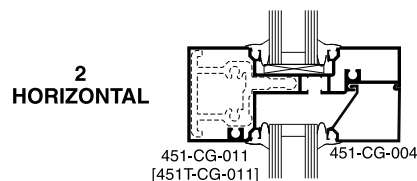
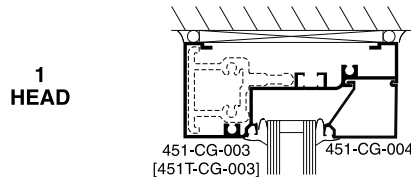
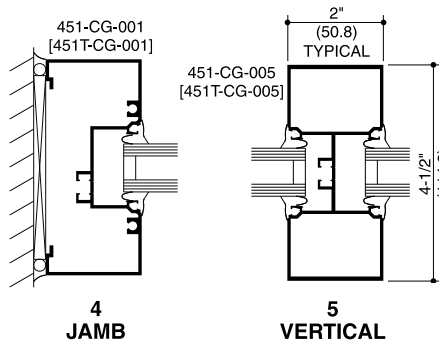
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*See Page 14 for Thermal Flashing and
Optional High Performance Flashing

SHEAR BLOCK

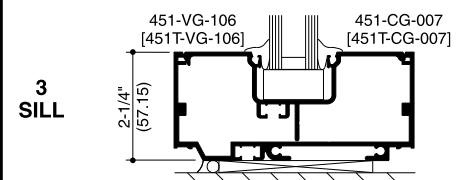
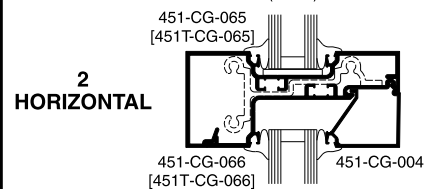
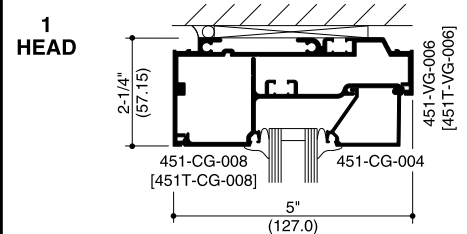
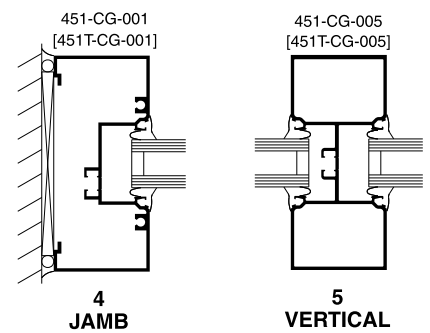
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STICK

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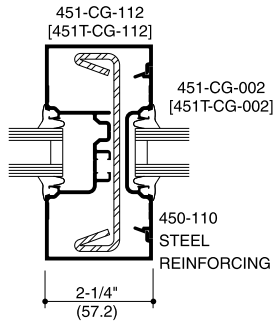
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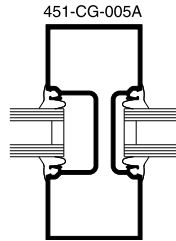
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SCALE 3" = 1'-0"**CAD Details - SCREW SPLINE**

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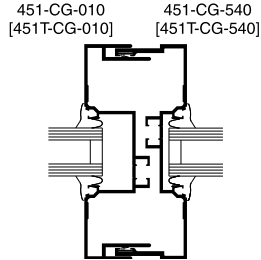
**SPLIT MULLION
W/ STEEL**



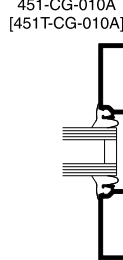
**TUBULAR
MULLION**

CAD Details - SHEAR BLOCK

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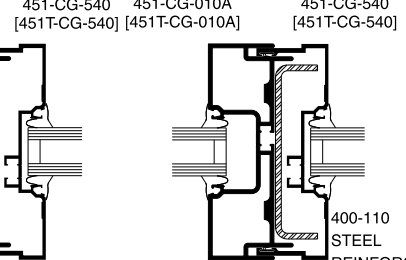
**EXPANSION
MULLION**



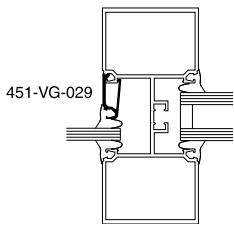
**TUBULAR
EXPANSION MULLION**

CAD Details - STICK

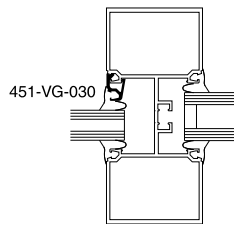
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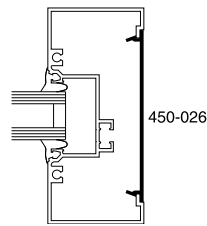
**TUBULAR
EXPANSION MULLION
WITH OPTIONAL STEEL**



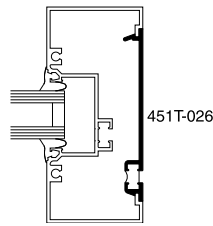
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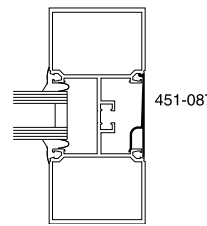
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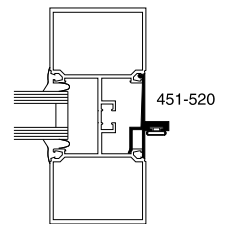
**SNAP-IN
FLAT FILLER**



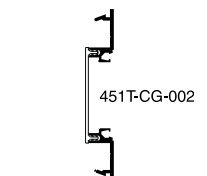
**THERMAL
FLAT FILLER**



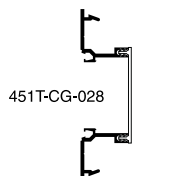
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FLAT POCKET
FILLER**



**SNAP-IN
DOOR STOP**

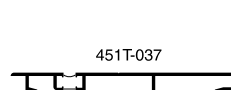


SHALLOW POCKET

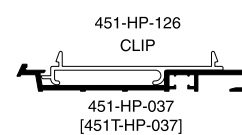


DEEP POCKET

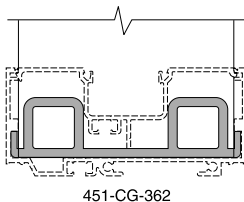
THERMAL POCKET FILLERS



THERMAL FLASHING



**HIGH PERFORMANCE
FLASHING**



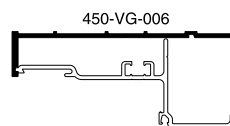
MULLION ANCHOR

NOTE:

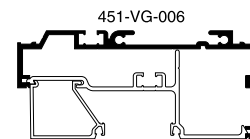
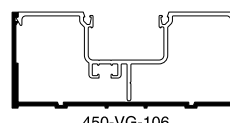
If the end reaction of the mullion (mullion spacing (ft.) times height (ft.) times specified windload (psf), divided by two) is more than 500 LBS., the optional mullion anchor must be used. Consult Application Engineering.

NOTE:

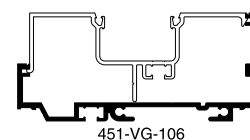
Mullion Anchor not used with Lightweight Receptor.



**OPTIONAL LIGHTWEIGHT
CAN RECEPTORS**



**OPTIONAL UNEQUAL LEG
CAN RECEPTORS**



Laws and building and safety codes governing the design and use of glazed entrance, window, and curtain wall products vary widely. Kawneer does not control the selection of product configurations, operating hardware, or glazing materials, and assumes no responsibility therefor.

Kawneer reserves the right to change configuration without prior notice when deemed necessary for product improvement.

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SCALE 3" = 1'-0"

CAD Details - **SCREW SPLINE**

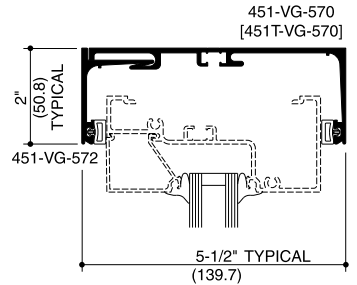
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CAD Details - **SHEAR BLOCK**

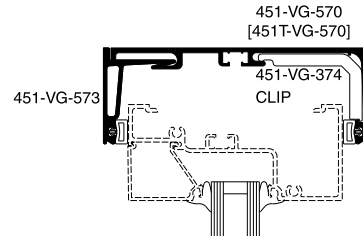
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CAD Details - **STICK**

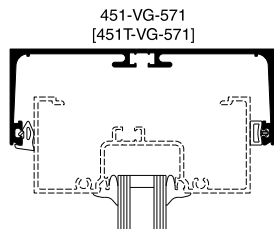
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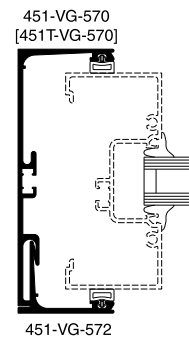
**STANDARD
HEAD
COMPENSATING RECEPTOR**



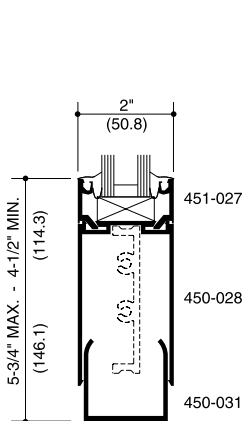
**HEAVY WEIGHT
HEAD
COMPENSATING RECEPTOR**



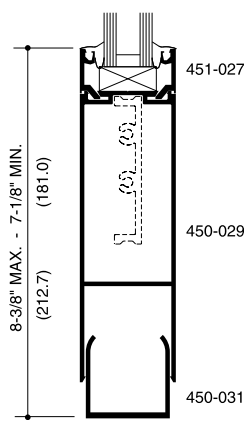
**ONE PIECE
HEAD
COMPENSATING RECEPTOR**



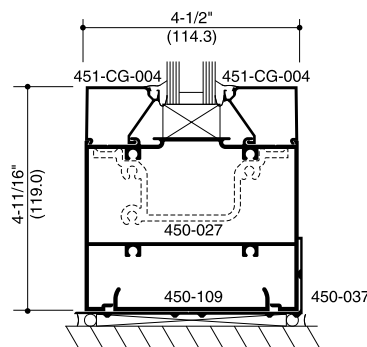
**JAMB
COMPENSATING RECEPTOR**



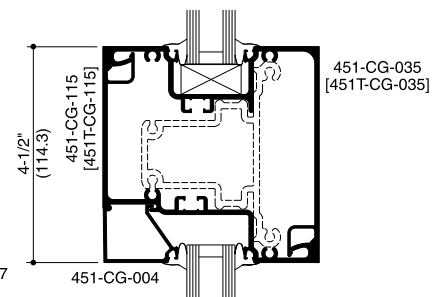
***NARROW
SIDELITE BASE**



***NARROW
SIDELITE BASE**



SIDELITE BASE



**4-1/2" x 4-1/2"
HORIZONTAL**

SIDELITE BASES ARE NON-THERMAL APPLICATIONS

*NARROW SIDELITE BASES REQUIRE THE USE OF NON-THERMAL 2-PIECE VERTICALS ONLY.

NOTE: SIDELITE BASES SHOWN ARE FOR USE WITH SCREW SPLINE AND SHEAR BLOCK SYSTEMS ONLY.

SCALE 3" = 1'-0"

CAD Details - ENTRANCE

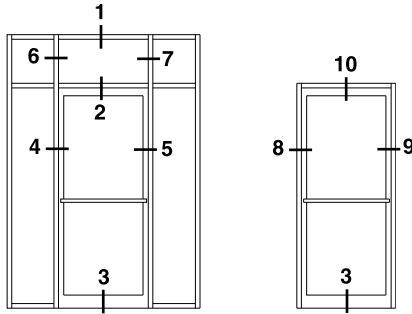
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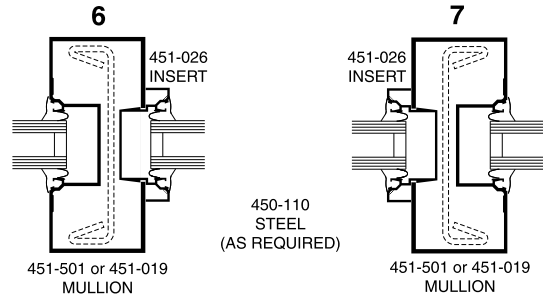
TRIFAB® VG 451 FRAMING INCORPORATING KAWNEER® "190" DOORS.

DOOR FRAMING NON-THERMAL ONLY

NOTE: OTHER TYPES OF KAWNEER DOORS MAY BE USED WITH THIS FRAMING SYSTEM.
SEE ENTRANCE DETAILS FOR ADDITIONAL INFORMATION.

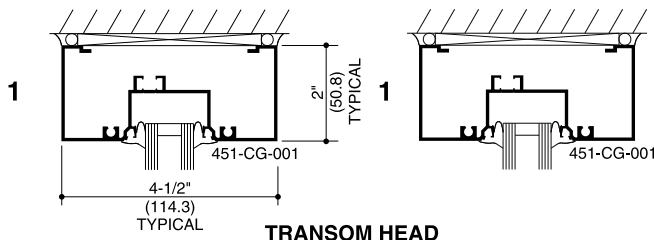


ELEVATIONS ARE NUMBER KEYED TO DETAILS

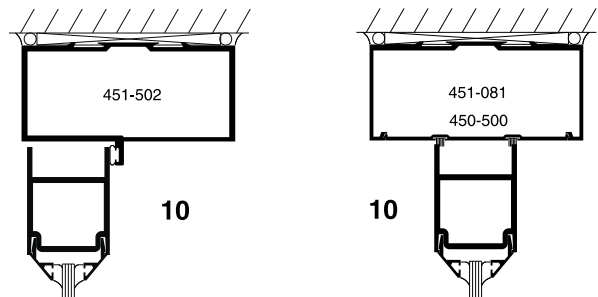


TRANSOM JAMBS

Transom area for both double or single acting doors with glass surround. Jambs above transom bar are routed out to accept glass holding insert with or without steel reinforcing.

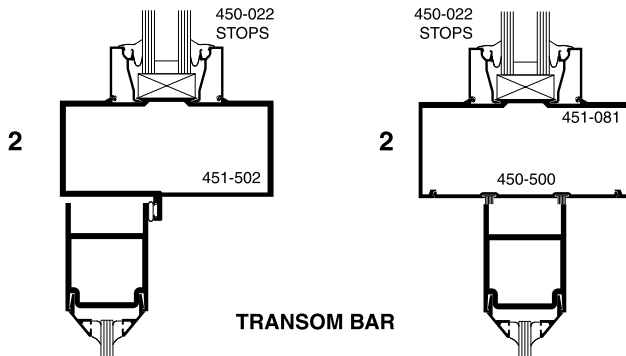


TRANSOM HEAD

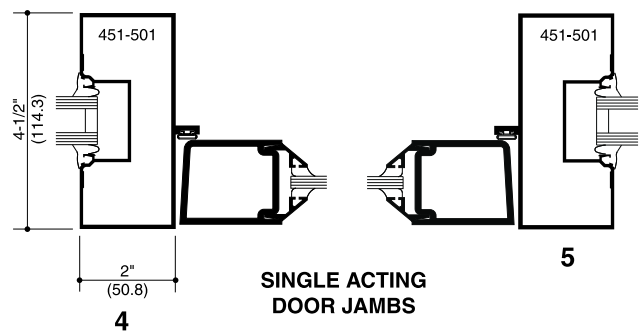


SINGLE ACTING HEADER

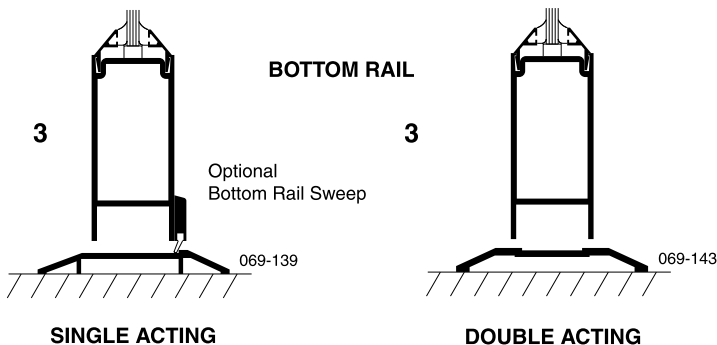
DOUBLE ACTING HEADER



TRANSOM BAR

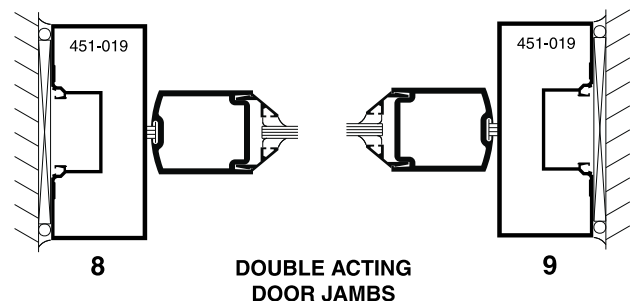


SINGLE ACTING DOOR JAMBS



SINGLE ACTING

DOUBLE ACTING



DOUBLE ACTING DOOR JAMBS

Laws and building and safety codes governing the design and use of glazed entrance, window, and curtain wall products vary widely. Kawneer does not control the selection of product configurations, operating hardware, or glazing materials, and assumes no responsibility therefor.

Kawneer reserves the right to change configuration without prior notice when deemed necessary for product improvement.

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Tree Commission Meeting Minutes

Wednesday, May 8, 2013 at 6:30 PM

Hall of Fame Room at City Hall, 381 E Main, Stoughton, WI

Members Present: David Kneebone, John Archer, Jay Schotzko, Bonnie Kennedy, Craig Wood, Rick Gullickson and Randy Nelson

Absent & Excused: Kevin Short and Dave Moyer

Guest: Larry Liebmann

Call to order: Meeting called to order at 6:30 PM by Schotzko

- 1) **Communications:** 1) *Nelson* reported on a resident bringing to our attention that there was black locust by the Riverside cemetery which has been sprayed with orange paint. Mr. Liebmann questioned the committee as to what was the noxious list for the city – which the City of Stoughton follows the State of Wisconsin DNR list – **this issue will be June's agenda**, 2) New member list distributed, 3) Landmark Comm. meeting being held on Thursday, May 9 – Dave Kneebone will attend and report out at June meeting, if necessary, 4) *Nelson* reported on Evan Slocum's progress on the updated Tree Inventory and is planning on spending some time with Evan to understand how to rate the trees to keep the inventory up to date, 5) *Wood* reported that he was hearing great comments about the Jackson St DNR planting project and wants to make sure the trees are watered when there is no rain – watering was calculated into the costs for the project, 6) *Nelson* brought to the attention of the committee that the Heggstad Crabapple Arboretum move was never completed by Nelson Global or contractor (McKay Nursery) – there is no master landscape plan available and the city was shorted approximately 65 trees. These items were included in the agreement which Nelson Global agreed to in exchange for the land. *Schotzko* will be contacting the Mayor with questions and **this issue will be put on June's agenda**.
- 2) **Arbor Day Plans. Activities & Raffle:** *Nelson* stated that all plans are in place and that several more trees have been donated to raffle off. The second carving is like a face looking out at you (like a wall hanging). Raffle tickets and monies need to be handed in Friday or at the latest early Saturday morning before the actual raffle.
- 3) **School Visits:** *Schotzko* visited St Ann's and Martin Luther schools. He discussed tree planting and Emerald Ash Borer. *Fossum* and *Moyer* were not available to comments on their school visits. *Nelson* informed the committee that the trees were packaged by Cummins employees.
- 4) **Review updated Tree Planting List:** *Short's* list was incorporated into the existing Street Department list. As the committee was reviewing the list, it was decided to group the trees under each category as type of tree i.e. oak, maple with their Latin names and just say varieties instead of listing individually,
- 5) **Approval of minutes from April 10, 2013 meeting:** Motion by *Schotzko*, seconded by *Kennedy* to approve the minutes. Carried 4-0.
- 6) **Elect Chair and Vice-Chair:** *Kneebone* nominated *Schotzko* for Chair, seconded by *Archer*. Motion carried 3-0. *Kneebone* nominated *Short* for Vice-chair, Motion carried 4-0.
- 7) **Stoughton Landmarks Commission Request for assistance on an ordinance for historical trees:** *Schotzko* stated that he felt this issue should not be in an ordinance, but instead, make a policy that could be modified easier as issues with trees are ever changing and also with an ordinance that includes enforcement – who would do that?. Other members also stated having issues with multiple descriptions that classify a tree as "heritage" and the committee was not comfortable with including

trees on private land Members of the committee are going to make a list of questions to ask as *Peggy Veregin* will be attending the June meeting.

In closing, *Kneebone* at this time also ask the committee to start thinking of tree needs to be put in the budget. *Nelson* stated that Evan should have this information for budgeting included as part of his evaluation when doing the inventory which will be submitted to the Tree Commission by July.

8) **Ordinance 66-904(13) Chapter 78:**– *Tabled to June meeting.*

9) **Future Agenda Items:** Tree Planting List, Ord. 66-904 (13) Chapter 78, Black Locust, Heggestad Crabapple Arboretum, Raffle Review, Historical Tree Discussion

Motion by Archer seconded by Kennedy to adjourn the meeting at 7:55 p.m. Respectfully submitted 5/15/13, Vickie Erdahl - Staff

Planning Commission Meeting Minutes

Monday, May 13, 2013 - 6:00 p.m.

Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Greg Jenson; Rollie Odland, Todd Krcma; Scott Truehl and Ron Christianson

Absent and Excused: Mayor Olson and Eric Hohol

Staff: Planning Director, Rodney Scheel and Zoning Administrator Michael Stacey

Press: Mark Ignatowski

Guests: Ralph Middlecamp; Bonnie Anderson; and Eldon Anderson.

1. Call to order. Scheel called the meeting to order at 6:00 pm.

2. Elect Vice-Chair.

Jenson nominated **Christianson** as Vice-Chair. There were no other nominations.

Motion by **Truehl** to approve the nomination of **Christianson** as Vice-Chair, 2nd by **Krcma**.

Motion carried 4 - 0. **Christianson** assumed the role of Chair.

3. Consider approval of the Planning Commission meeting minutes of April 8, 2013.

Motion by **Jenson** to approve the Planning Commission minutes of April 8, 2013 as presented, 2nd by **Truehl**. Motion carried 4 - 0.

4. Council Representative Report.

Christianson reported the Common Council approved the preliminary annexation agreement for Kettle Park West.

5. Meeting Summary & Status of Developments/Projects.

Scheel reported on the status of developments and noted the Kettle Park West annexation request has been received.

Krcma questioned the status of Settler's Point. Scheel stated we have discussed concepts and aside from that the City has been working with the Natural Heritage Land Trust to acquire some of the land. Krcma also questioned the status of the Skaavlen development related to timing of the paving. Scheel stated one permit for a single family home has been taken out and another is planned. Mr. Skavlen is seeking price quotes for surface coat paving and is hoping to do it this year.

6. Extra-Territorial land division request by Corrine R. Arneson, 1945 Spring Road, Town of Pleasant Springs for separation of the existing residence from agricultural land.

Odland arrived at 6:07 pm.

Scheel stated this request is at the outer limits of the City's extra-territorial jurisdiction and is not within the immediate comprehensive planning area.

Scheel highlighted that based on City Ordinances, the City can grant a waiver:

- To allow a split over 2.5 acres;
- To allow the CSM without entire original parcel;

- To allow the CSM without a note on the face indicating areas necessary for compliance with the density established above.

Motion by **Truehl** to recommend Council approve the resolution for the extra-territorial land division request with waivers as presented, 2nd by **Krcma**. Motion carried 5 – 0.

7. Extra-Territorial land division request by Obert & Gail Stiklestad, 2911 County Highway B, Town of Pleasant Springs for separation of the existing residence from agricultural land.

Scheel explained this request is similar to the first except this property is located adjacent to the City's border. Scheel stated a discussion is warranted related to how the property may be developed in the future including how existing City streets may traverse the two parcels in this proposed CSM.

Jenson questioned how the US Highway 51 bypass will affect this property. Scheel stated the plans he has seen have little effect on this property.

Christianson questioned what stipulations could be placed on this property. Scheel stated the City could deny the CSM because it does not meet the Ordinances without waivers. However, Scheel noted it is our hope that when the property is developed, the property with home and outbuildings are included or functionally incorporated into the development layout.

Krcma questioned the deed restriction conditions that are in place from Dane County. Scheel stated as long as the property has County zoning it cannot be split to allow additional dwellings but once annexed to the City that deed restriction terminates.

Motion by **Jenson** to recommend Council approve the resolution for the extra-territorial land division request with waivers as presented, 2nd by **Truehl**. Motion carried 5 - 0.

8. Conditional Use Permit (CUP) request by Ralph Middlecamp, St. Vincent de Paul, for In-Vehicle Sales and Service (drive-through) as an accessory use at 1509 US Highway 51 & 138.

Scheel explained the request.

Christianson opened the public hearing.

Ralph Middlecamp was available for questions.

Christianson closed the public hearing.

Motion by **Jenson** to recommend Council approve the conditional use resolution contingent on the staff review letter dated April 25, 2013, 2nd by **Truehl**.

Jenson questioned if there is separation from the drive-thru and the commercial space. Ralph Middlecamp stated there is separation which existed with the previous use. The facility will now be fully sprinklered. Motion carried 5 - 0.

9. Certified Survey Map (CSM) approval request for Daniel Harkins, 335 Industrial Circle.

Scheel explained the request.

Motion by Truehl to recommend Council approve the resolution for the CSM as presented, 2nd by Christianson. Motion carried 5 - 0.

10. Annexation request by Moe Family Farm LLC for approximately 35 acres from the Town of Pleasant Springs.

Christianson introduced the annexation request.

Motion by Jenson to recommend Council approve the resolution for the annexation as presented, 2nd by Christianson. Motion carried 5 - 0.

11. Proposed Zoning Ordinance Amendment to Section 78-105(5)(c)2b, Heavy Industrial District, Principal Land Uses Permitted as Conditional Use.

Scheel explained the intent of the zoning ordinance amendment.

Christianson opened the public hearing.

No one registered to speak.

Christianson closed the public hearing.

Motion by Truehl to recommend Council approve the zoning ordinance amendment as presented, 2nd by Odland. Motion carried 5 - 0.

12. Future Urban Development Area (FUDA) Update.

Scheel gave an update of the FUDA planning process and noted the Town of Dunkirk has not signed the Memorandum of Understanding. Krcma questioned how that affects the FUDA process. Scheel stated Dunkirk Town representatives have been at meetings but are technically not part of the process. Scheel stated the City is intertwined with the Town of Dunkirk more than any Town which makes their participation important.

13. Future agenda items.

None noted.

14. Adjournment. Motion by Jenson to adjourn at 6:25 pm, 2nd by Odland.

Motion carried 5 - 0.

Respectfully Submitted,
Michael P. Stacey

REDEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, May 8, 2013 – 5:30 p.m. Mayor's
Office/City Hall

Present:

Scott Truehl, Peter Sveum, Jim Schaefer, Ron Christianson and Finance Director
Laurie Sullivan

Absent:

Steve Sletten, Dan Kittleson and Michael Engelberger

Others Present:

Gary Becker, David Kneebone and Lisa Aide

Call to order:

Sullivan called the meeting to order at 5:30 p.m.

Elect Committee Chair:

Nominations were opened up for Committee Chair. Sveum nominated Truehl to serve as Committee Chair. No other nominations were made. Truehl was unanimously elected Committee Chair.

Elect Committee Vice Chair:

Nominations were opened up for Committee Vice Chair. Sveum nominated Schaefer to serve as Committee Vice Chair. No other nominations were made. Schaefer was unanimously elected Committee Vice Chair.

Communications:

Renters are out of the house on Prairie Street. Asbestos was found in house and there is a 2 week waiting period before the house can be demolished. Mike Stacey is working to get a date scheduled. An e-mail will be sent out once date is scheduled so that RDA members can be available for a photo opportunity.

Minutes of the RDA meeting of April 10, 2013:

Moved by Christianson, seconded by Sveum, to approve the minutes of the April 10, 2013 RDA meeting as presented. Motion carried unanimously.

Report on Website Usage & Property Marketing Strategies:

Website usage report for April was handed out. Isadex is working on different report options to show month to month & overall year usage. This should be available for next meeting.

Mike Herl reported that he is going to the ICSC Convention in Vegas on May 19th-22nd. He hopes to get enough interest in the site by retailers that he can line up a nice package for one of several developer types from around the area.

Discussion took place that we should invite Herl to next meeting to discuss our Highway Trailer Building property and to start talking about our vision for that area. It was decided to invite Mike to our July meeting.

Consider certification of Redevelopment Area #2 Amendment:

The Council approved the Redevelopment Area #2 Project Plan amendment at their April 23, 2013 meeting. The next step is to certify the plan. Moved by Sveum, seconded by Christianson, to certify the amended Redevelopment Plan for Redevelopment Area #2 in the City of Stoughton. Motion carried unanimously.

Discussion regarding Nominations for the 2013 Brownfield Renewal Awards:

Becker talked about the 2013 Brownfield Renewal Awards and how the Elven Sted project would be eligible for an award nomination. It was suggested that Dave Porterfield would be a good resource to use when preparing the Renewal Awards application. Moved by Sveum, seconded by Christianson, to direct staff to prepare a nomination on behalf of the RDA for the Elven Sted project. Motion carried unanimously.

Review Revolving Loan Fund documents:

Becker went over the memo he prepared and went thru the Revolving Loan Fund Background Report that Vierbicher prepared. Discussion took place on the 3 models of RLF structures there are available. Banks tend to favor the Revolving Loan Guaranty Fund option. Discussed the Pooled Risk Loan Fund option. RDA would handle marketing of fund and the initial calls. The advantages of the Pooled option are more regional exposure, larger pool of money and streamline fund administration.

It was discussed and decided Becker would invite some potential Pool partners to the next regularly scheduled meeting in June. Meeting would start at normal time, with interviews to start at 5:45 and last approximately 30 minutes apiece. It would be expected we would make a decision after the meeting as to what model structure to use for our RLF. Becker would get information about the interviewees to the members beforehand for review.

Discuss Future Agenda Items:

Interviews with prospective Pool partners
RLF structure decision

Adjourn:

Moved by Sveum, seconded by Christianson, to adjourn at 7:02 p.m.

Respectfully submitted,
Lisa Aide
Finance Department