

# **OFFICIAL NOTICE AND AGENDA**

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, July 13, 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 June 22, 2017.
3. The City of Stoughton requests a certificate of appropriateness for exterior repairs to the Depot Building at 532 E. Main Street.
4. Discuss consultant's proposal to write a Local Landmark nomination.
5. Discuss CLG grant application.
6. Discuss mini-grant status.
7. Commission reports/calendar.
8. Future agenda items.
9. Adjournment.

7/5/17mps

## **COMMISSIONERS:**

Peggy Veregin, Chair  
Alan Hedstrom, Vice-Chair  
Todd Hubing

Tim Swadley (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  
Martin Briggs

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, June 22, 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; Alan Hedstrom, Vice-Chair; Stephen Mar-Pohl; Greg Pigarelli and Tim Swadley

**Absent:** None

**Staff:** Michael Stacey, Zoning Administrator

**Guests:** Greg Jenson

1. **Call to order.** Veregin called the meeting to order at 7:00 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of June 8, 2017.**  
Motion by **Swadley** to approve the minutes as presented, 2<sup>nd</sup> by **Hedstrom**. Motion carried 6 – 0.

3. **Consider appointment of Todd Hubing as a new Landmarks Commission member.**  
This is a new process to appoint members of a commission whereby the commission sends a recommendation to Council for approval.

Swadley recommended creating criteria for future appointments in the event there is more than one interested candidate. The commissioners agreed.

Motion by **Hedstrom** to recommend the Common Council appoint Todd Hubing as a new Landmarks Commissioner, 2<sup>nd</sup> by **Cook**. Motion carried 6 – 0.

4. **Discussion and consideration of local landmark mini-grant applications.**  
The commission discussed the four mini-grant applications as follows:

The South School, 1009 Summit Avenue application is for prevention of future water damage to the foundation. Mar-Pohl suggested money would be better spent to first take care of the mortar joint repair. A certificate of appropriateness (COA) would be necessary for any exterior work.

The Village Players Theater, 255 E. Main Street application is to repair the crumbling front façade. This application is favored by the commission. A COA would be required since this repair was not part of the latest COA in 2016.

The Joe Cabibo House, 404 S. 5<sup>th</sup> Street application is for a shower installation in a first floor closet. This proposed project is considered new construction and is therefore outside of the scope of eligible work for the mini grant program which targets restoration and repair.

The Dragon House, 327 E. Washington Street application is for foundation repair. This request is also favored by the commission. A COA would be necessary for this work.

Motion by **Mar-Pohl** to award a grant of \$625.00 to Eric Francksen for the Dragon House, 327 E. Washington Street contingent on a certificate of appropriateness (COA) being approved by the commission; award a grant of \$2500.00 to Tony Hill, Village Players Theater, 255 E. Main Street contingent on a COA being approved by the commission; award a grant of \$875.00 to the

South School Condo Association contingent on no water control liner being installed, gaining official local landmark status and a COA being approved by the commission, 2<sup>nd</sup> by **Hedstrom**. Motion carried 6 – 0.

The commission discussed improving the application form based on the experience gained going through this first grant cycle assuming funding continues for the mini-grant program.

5. **Future agenda items.** Veregin will not be at the July 13<sup>th</sup> meeting. There is a COA request for the Depot on that agenda. Stacey to forward appointment information to Mayor Olson so Todd Hubing is appointed at the June 27<sup>th</sup> Council meeting.
6. **Adjournment.** Motion by **Mar-Pohl** to adjourn at 8:15 pm, 2<sup>nd</sup> by **Cook**. Motion carried 6 - 0.

Respectfully Submitted,

*Michael P. Stacey*

# City of Stoughton Certificate of Appropriateness Application Form

**1. Name of Property:** Depot/Chamber of Commerce

Address of Property: 532 Main St.

Name of historic district in which property is located: \_\_\_\_\_

**2. Owner & Applicant Information**

Owner Name: City of Stoughton

Street Address: 381 Main St.

City: Stoughton State: WI Zip: 53589

Daytime Phone, including Area Code:

Applicant (if different from owner):

Applicant's Daytime Phone, including Area Code: 608-577-1892

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

- x \_\_\_\_\_ 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)

**5. Signature of Applicant**

S i g n e d :  D a t e : \_\_\_\_\_

Printed: MARTIN BRIGGS

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

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

**Architectural Feature:** Exterior Brick

Approximate date of feature: 1913

Describe existing feature: Brick and mortar of exterior

Describe proposed work, materials to be used and impact to existing feature: Replace deteriorated mortar joints and repair cracked concrete. Paint to match existing colors.

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. \_\_\_\_\_

















