

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Special** meeting of the **Landmarks Commission** on **Monday, July 27, 2015, 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 a Certificate of Appropriateness request by the City of Stoughton for handicap ramp and railing replacement at the Stoughton Public Library, 304 S. Fourth Street.
3. Adjournment.

7/16/15mps

COMMISSIONERS:

Peggy Veregin, Chair
Alan Hedstrom, Vice-Chair
Josh Mabie

Michael Engelberger (Council Rep)
Greg Pigarelli, Secretary

Kimberly Cook
Stephen Mar-Pohl

EMAIL NOTICES:

Art Wendt
Council Members
DErickson@madison.com
Stephen Mar-Pohl

Debbie Blaney
Matt Dregne, City Attorney
smonette@stolib.org

Stoughton Hub
Leadership Team
Gini Skarda

MAIL NOTICES:

Kimberly Cook, 511 Hanson Road, Stoughton; Josh Mabie, 324 W. Prospect Street, Stoughton

Note: 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.

City of Stoughton Certificate of Appropriateness

Definition and Procedure

Any plans to alter or reconstruct the exterior of any locally designed landmark or landmark site, and interior work that may impact exterior features, must be approved by the Landmarks Commission before a building permit can be issued. The Commission will conduct a design review and issue a Certificate of Appropriateness (COA) to indicate that the proposed alterations have been approved.

The application form for the COA can be obtained from the Zoning Administrator along with the request for a building permit. When completed, the application form must contain all pertinent information concerning any alteration or reconstruction of a landmark or landmark site. This information will be needed for the Landmarks Commission to evaluate the impact of the proposed work on the landmark and the surrounding area. In order to expedite the evaluation process, please fill out the form completely and accurately, and include drawings and photographs. The completed form should be submitted to the Zoning Administrator at Stoughton City Hall, 381 E. Main Street.

The Commission shall have up to 60 days to approve the application and return the COA to the Zoning Administrator with permission to issue the building permit. If the Commission determines that the request does not meet the guidelines of city ordinance 12.135 (6)(c)(1-2), it shall inform the Zoning Administrator to deny the issuance of the permit. The Commission shall, at the request of the applicant, cooperate and work with the applicant in an attempt to obtain approval within the guidelines of the ordinance. Review of denial of permits shall lie to the City Council pursuant to chapter 2, article V and statute.

Certificate of Appropriateness Application Instructions

To receive a Certificate of Appropriateness (COA) from the Stoughton Landmarks Commission, it is necessary for the applicant to complete a COA application form and return it with copies of supplemental materials as appropriate to further describe the proposed project. Supplemental materials include photographs, plans, drawings and specifications. A complete application is to be filed with the Zoning Administrator for the City of Stoughton at least two weeks before the regularly scheduled Commission meeting at which the application and design is to be reviewed. Generally, supplemental materials submitted with the application are not returnable, with the exception of historic photographs, etchings, lithographs or original blueprints and drawings.

1. Name of Property

Provide the name given to the property when it was designated, if you know it. Give the full address of the property. If located in a local historic district, give the name by which the district was designated.

2. Name and Mailing Address of Property Owner

Provide the name, address, and telephone number of the property owner. If there are multiple owners of the property, include all parties using a separate sheet of paper if necessary. Provide the name, address and telephone number of applicants, if different from the owner.

3. Attachments

Provide supplemental materials including current photographs of the property, photographs of existing conditions at the location of the building where the work is to occur, a copy of the plans and drawings and written specifications of the proposed project. To supplement your application and to help clarify the scope of work you may also submit material samples, site plans, sketches, historical documentation, or anything else that will illustrate to the Commission and staff the effect of the proposed project.

4. Description of Proposed Project

Complete a separate description for each exterior architectural feature affected, such as windows, roof, porch(es), cornice, or masonry. Briefly describe the feature and give the approximate date it was constructed, if known. Describe in detail the proposed work and how it will impact the existing feature. Use as many pages as necessary to cover all aspects of the project. If more space is needed, continue on a separate page. Key work items to accompanying drawings or photographs.

5. Signature of Applicant

All applications must be signed and dated.

If you have questions or need assistance in completing this form, please contact the Zoning Administrator at Stoughton City Hall (608) 646-0421.

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: WI Zip: 53589 _____

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

Applicant (if different from owner): Rodney Scheel

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

Specifications

_____ Other (describe)

4. **Description of Proposed Project:** Replacing the handicap accessible ramp including railing. Railing is planned to comply with State code requirements.

5. **Signature of Applicant:** *Rodney Scheel*

6. **Date:** July 15, 2015

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

Description of Proposed Project
(attach additional sheets as necessary)

Architectural Feature: Handicap Railing

Approximate date of feature: 1990

Describe existing feature: Safety railing for handicap accessibility

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

Replacement of the handicap ramp and railing will be with like materials.

Architectural Feature: _____

Approximate date of feature: _____

Describe existing feature: _____

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

CONSTRUCTION BULLETIN

CB: #03

PROJECT: **Stoughton Public Library – 2nd Floor Renovations**
304 Fourth Street
Stoughton, Wisconsin

OWNER: Stoughton Public Library

DATE: June 29, 2015

TO: Daniels Construction– for distribution to subcontractors

Dim. IV Project No: 10012

This Construction Bulletin supplements the Contract Documents and modifies the original Contract Documents dated January 30, 2015 and Addenda A, B and C. Please submit an itemized quotation for changes in the Contract Sum and/or Time (if any) incidental to proposed modifications to the Contract Documents described herein. Indicate effect, if any, of proposed completion date.

THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.

Description: Replacement of exterior stoop, ramp and railing
Initiated by: Owner.

CHANGES TO DRAWINGS:

1. Sheet A1.0 – Existing Condition, Basement and First Floor Plans
 - a. Refer to attached sheet A1.0.1 for partial plan at exterior ramp, stoop and stairs to be replaced.
 - b. Refer to attached sheet A1.0.2 for partial south elevation at exterior ramp, stoop, stairs and railing to be replaced.
 - c. Refer to attached sheet A1.0.3 for new guardrail detail.

ATTACHMENTS: A1.0.1 A1.0.2 A1.0.3

Issued By: Ray White (Dimension IV Madison Design Group)

Copies to: Steve Hansen (Daniels Construction)
Richard MacDonald (Stoughton Public Library)
Rodney Scheel (City of Stoughton)
Jim Gersich, Tina Gordon (Dimension IV Madison Design Group)

6515 Grand Teton Plaza, Suite 120
Madison, Wisconsin 53719

p 608.829.4444

f 608.829.4445

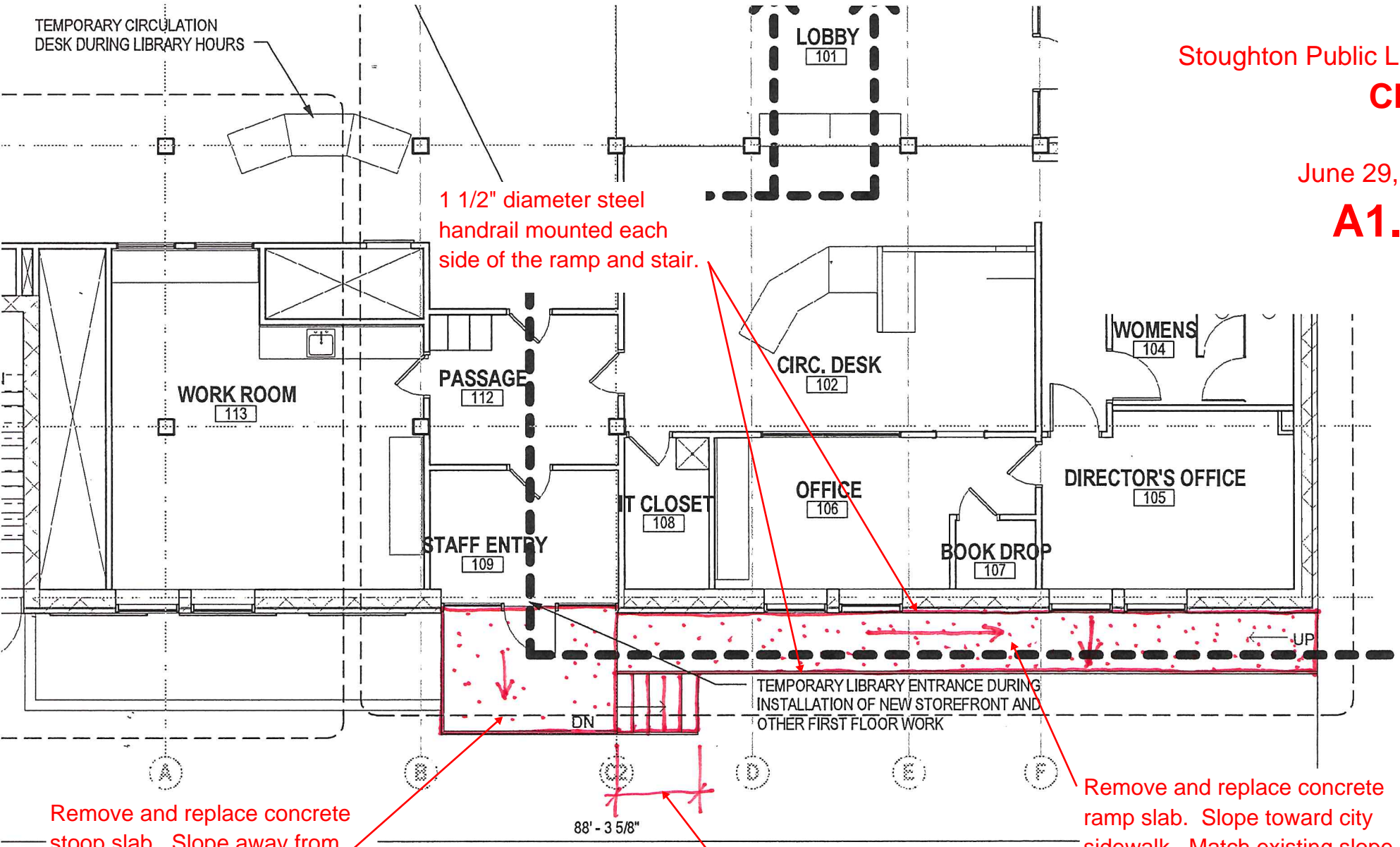
TEMPORARY CIRCULATION
DESK DURING LIBRARY HOURS

Stoughton Public Library
CB #3

June 29, 2015

A1.0.1

1 1/2" diameter steel
handrail mounted each
side of the ramp and stair.



Remove and replace concrete
stoop slab. Slope away from
building 1:50 maximum.

Remove and replace
concrete steps. Five 11"
minimum treads and six
equal 7" maximum risers.

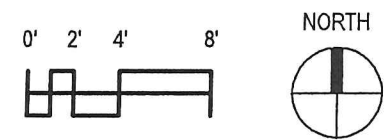
Remove and replace concrete
ramp slab. Slope toward city
sidewalk. Match existing slope
(1:20 maximum) and level
landing. Cross slope away from
building 1:50 maximum.

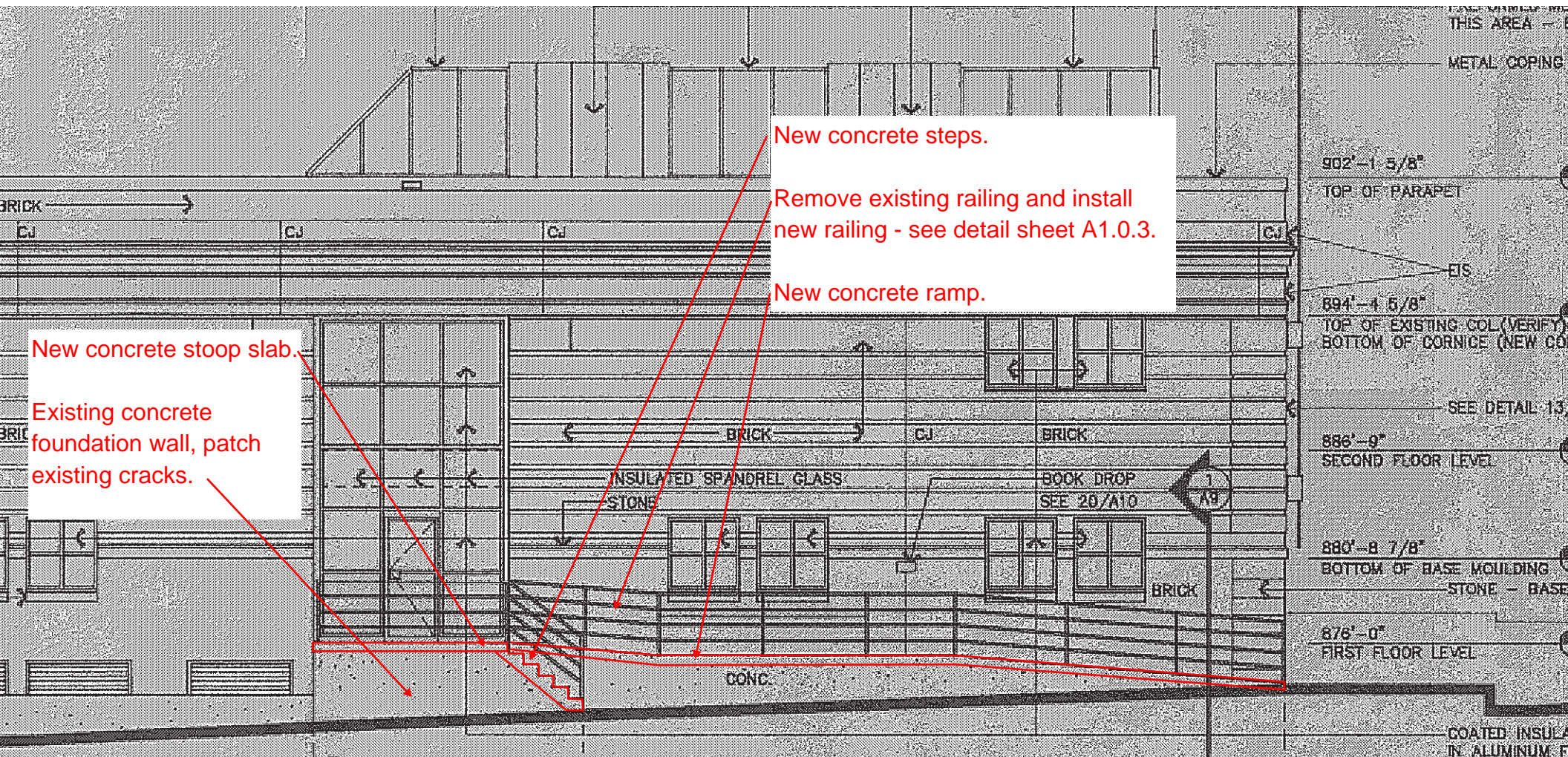
88' - 3 5/8"

1

BASEMENT AND FIRST FLOOR - EXISTING PLAN

1/8" = 1'-0"





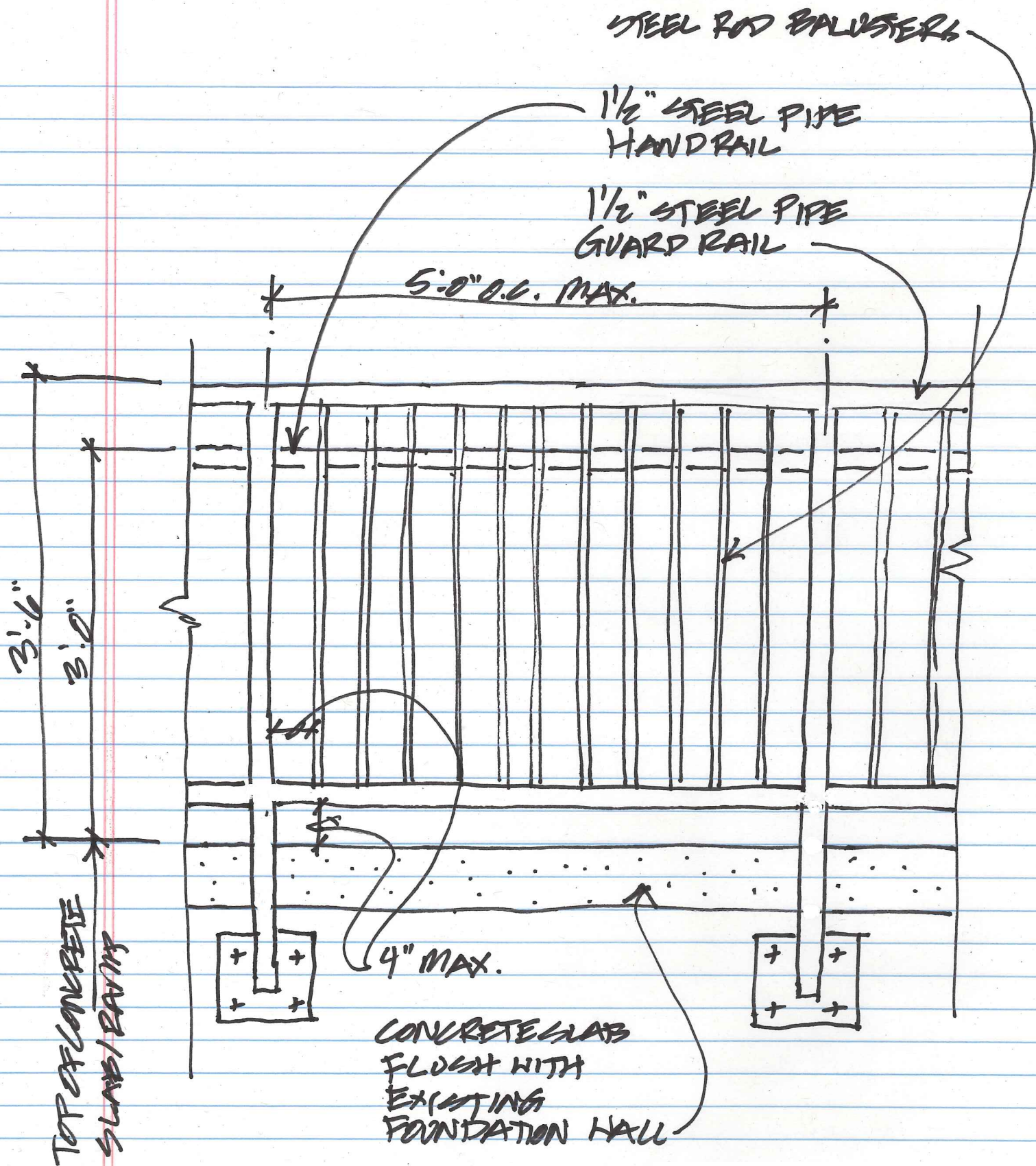
South Exterior Elevation at Stair and Ramp

Stoughton Public Library

CB #3

June 29, 2015

A1.0.2



NOTES:

1. PAINT ALL STEEL
2. GALVANIZE STEEL AFTER FABRICATION.

RESERVED
PARKING



VEHICLES WITH
VET OR DIS PLATES OR
STATE DISABLED CARD

BOOK DEPOSITORY





RESERVED
PARKING

