

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, August 10, 2017, at 7:00 pm** in the **Council Chambers, Public Safety Building, 321 S. Fourth Street, Second Floor**, Stoughton, Wisconsin, 53589.

***NOTE LOCATION OF MEETING IN THE COUNCIL CHAMBERS**

AGENDA:

1. Call to order.
2. Consider approval of the Landmarks Commission meeting minutes of July 13, 2017.
3. Consider designating the building historically known as the Moline Plow Company Factory (Highway Trailer Building) at 501 E. South Street as a Local Landmark.

***Information can be viewed at: <http://stoughtoncitydocs.com/landmarks-commission/>**

- Public Hearing
- Recommendation to Council

4. Discuss mini-grant status.
5. Commission reports/calendar.
6. Future agenda items.
7. Adjournment.

8/1/17mps

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
Gail Klein

Stoughton Hub
Leadership Team
Steve Kittelson

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, July 13, 2017 – 7:00 pm

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

Members Present: Alan Hedstrom, Vice-Chair; Stephen Mar-Pohl; Todd Hubing; Greg Pigarelli and Tim Swadley

Absent: Kimberly Cook and Peggy Veregin

Staff: Michael Stacey, Zoning Administrator

Guests: None

1. **Call to order.** Hedstrom called the meeting to order at 7:07 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of June 22, 2017.**
Motion by **Swadley** to approve the minutes as presented, 2nd by **Mar-Pohl**. Motion carried 5 – 0.
3. **The City of Stoughton requests a certificate of appropriateness for exterior repairs to the Depot Building, 532 E. Main Street.**
Stacey explained the request.

Mar-Pohl stated the mortar has to match the existing mortar in strength and color. A mortar sample should be analyzed. Type O mortar is typical of this era of building. There is a good reference document on the National Parks Service website at nps.gov. It is #2 in the Preservation Briefs – Repointing Mortar Joints in Historic Masonry Buildings (<https://www.nps.gov/tps/how-to-preserve/briefs/2-repoint-mortar-joints.htm#mortarmatch>). Center-cut method should be used for mortar repairs. The work should be done by a historic preservation mason.

The Commission will need a description of materials and methods for how the work will be done.

Motion by **Mar-Pohl** to Table the request until the applicant provides multiple bids from a historic preservation mason that describes methods and materials planned to be used, 2nd by **Hubing**.

The Commission would like to have Martin Briggs, Building Maintenance Supervisor come to the next meeting to discuss requirements for certificate of appropriateness applications.

Motion carried 5 – 0.

4. **Discuss consultant's proposal to write a local landmark nomination.**
The Commission discussed finishing the application themselves using the report from Gail Klein for reference. The main issue is getting the application done soon.

Motion by **Mar-Pohl** to approved the Gail Klein proposal, 2nd by **Hubing**. Motion carried 5 – 0.

5. Discuss CLG grant application.

Defer to next month.

6. Discuss mini-grant status.

Stacey stated the letters were sent and no one has submitted a COA application yet.

7. Commission Reports/Calendar.

The CLG grant status – Cook is working on this.

2018 Budget was submitted by Stacey.

Public hearing needs to be scheduled for next month for the HTB Local Landmark status.

8. Future agenda items.

HTB public hearing; CLG grant; Mini-grant update and COA for the Depot.

9. Adjournment. Motion by Mar-Pohl to adjourn at 8:05 pm, 2nd by Pigarelli. Motion carried 5 - 0.

Respectfully Submitted,

Michael P. Stacey