

AMENDED OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, April 14, 2016, 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 March 10, 2016.
3. **Jamae Ramsden requests a certificate of appropriateness to have new seamless gutters and downspouts installed by AAA Gutters at Tobacco Junction/The Lageret, 515 E. Main Street.**
4. Discuss WAHPC Conference April 22-23, 2016, Green Bay and De Pere (see agenda, conference registration materials in packet)
5. Status Update for 1892 High School.
6. Discuss New Landmark Preservation Law (former AB 568).
7. Discuss Linderud Collection.
8. Commission Reports/Calendar.
9. Future agenda items.
10. Adjournment.

4/5/16mps

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
Steve Kittelson

Kelli Krcma
Matt Dregne, City Attorney
Receptionists
Jamae Ramsden

Stoughton Hub
Leadership Team
smonette@stolib.org
Ken Wahlin

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.

Landmarks Commission Meeting Minutes

Monday, March 10, 2016 – 7:00 p.m.

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

Members Present: Peggy Veregin, Chair; Alan Hedstrom, Vice-Chair; Kimberly Cook; Greg Pigarelli and Michael Engelberger

Absent: Stephen Mar-Pohl and Josh Mabie

Staff: Zoning Administrator, Michael Stacey

Guests: Todd Hubing and Anton Ketterer

1. **Call to order.** Peggy called the meeting to order at 7:05 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of January 14, 2016.**
Motion by **Michael E** to approve the minutes as presented, 2nd by **Kim**. Motion carried 5 – 0.
3. **Jerry Lapidakis requests a certificate of appropriateness for the repair of the marquee at 255 E. Main Street (Badger Theater).**
The Commission and Anton Ketterer discussed the COA request.

Peggy stated treated wood is preferred over composite material for the wood frame. The Commission would like to see details of the gutter and flashing material prior to installation.

Motion by **Alan** to approve the certificate of appropriateness contingent on use of treated wood instead of composite materials and that details of the gutter and flashing materials be provided to the Commission prior to installation , 2nd by **Michael**. Motion carried 5 – 0.

4. **Status Update for 1892 High School.**
Peggy stated the 1892 High School coalition of groups are working towards another meeting to generate ideas for building uses under certain constraints since it is a school building.

There is currently no deadline for a decision on the future of the building.

5. **Discuss New Landmark Preservation Law (former AB 568).**
The Commission discussed the potential new law. It is still unknown if the proposed law is official or what it actually means for the future of Landmark Commissions.

If the new law becomes official, there will be a need to encourage Local Landmark owners to use the Certificate of Appropriateness as a positive for assisting them in historic preservation updates.

The new law will be discussed at the WAHPC conference on April 22, 2016 in Green Bay.

6. **Discuss Linderud Collection.**
Peggy contacted Amy Hynek of Stoughton Public Library and suggested she contact her when someone is interested in viewing the Linderud Collection so she can coordinate the viewing.

This is proposed as a stopgap measure until a more definitive policy for the Linderud collection can be formulated. Alan plans to bring several items recently received from Art Wendt to the next meeting.

7. Commission Reports/Calendar.

Wisconsin Association of Historic Preservation Commission membership renewal is due. It is \$40 for the year. Their annual conference is on April 22, 2016 in Green Bay, WI.

Peggy distributed Wisconsin Historical Society flyers related to free webinars with topics for local historians as well as historic preservation commissions.

Motion by Alan to have Michael S pay the renewal fee with Landmark funds, 2nd by Michael E.
Motion carried 5 – 0.

Michael S provided old pictures that were given by William Amundson.

8. Future agenda items. None discussed.

9. Adjournment. Motion by Michael E to adjourn at 8:30 pm, 2nd by Alan. Motion carried 5–0.

Respectfully Submitted,

Michael Stacey

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: Tobacco Junction / The Lageret

Address of Property: 515 East Main Street

Name of historic district in which property is located: _____

2. Owner & Applicant Information

Owner Name: STI Holdings

Street Address: 416 S. Academy Street

City: Stoughton State: WI Zip: 53589

Daytime Phone, including Area Code: (608) 921 6400 (Janac Ramsden Management)
608 873.2500

Applicant (if different from owner): _____

Applicant's Daytime Phone, including Area Code: _____

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)

5. Signature of Applicant

Signed: K.D. Hall Date: 4-13-2016

Printed: Kenneth D. Hall, STI Holdings, Inc.

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

Description of Proposed Project

(attach additional sheets as necessary)

Architectural Feature: 6" seamless gutters Dark Brown
3x4 large downspouts

Approximate date of feature: May 1st, 2016

Describe existing feature: 6" round gutters

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

Photograph No. _____ Drawing No. _____

Architectural Feature: none

Approximate date of feature: _____

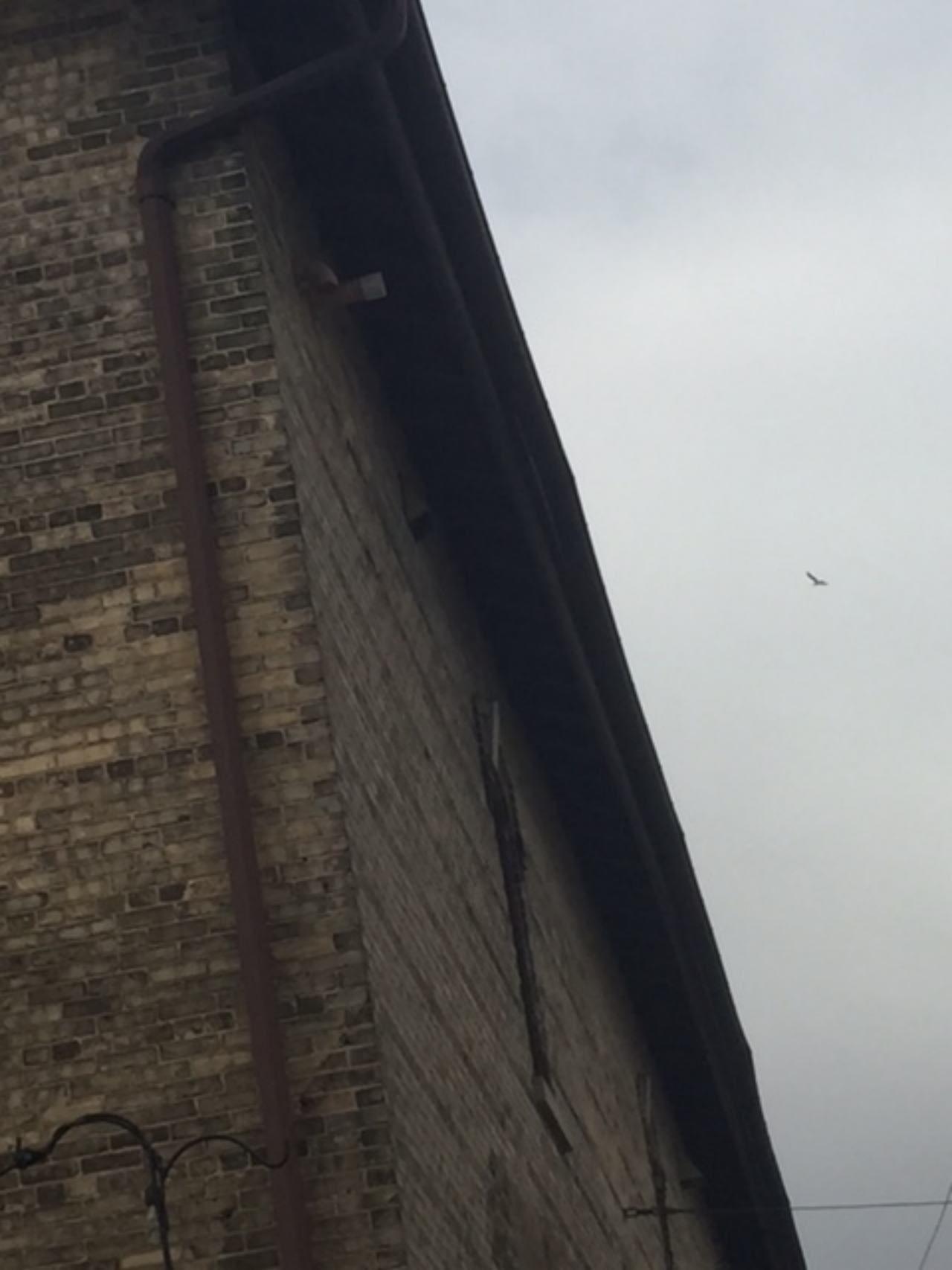
Describe existing feature: _____

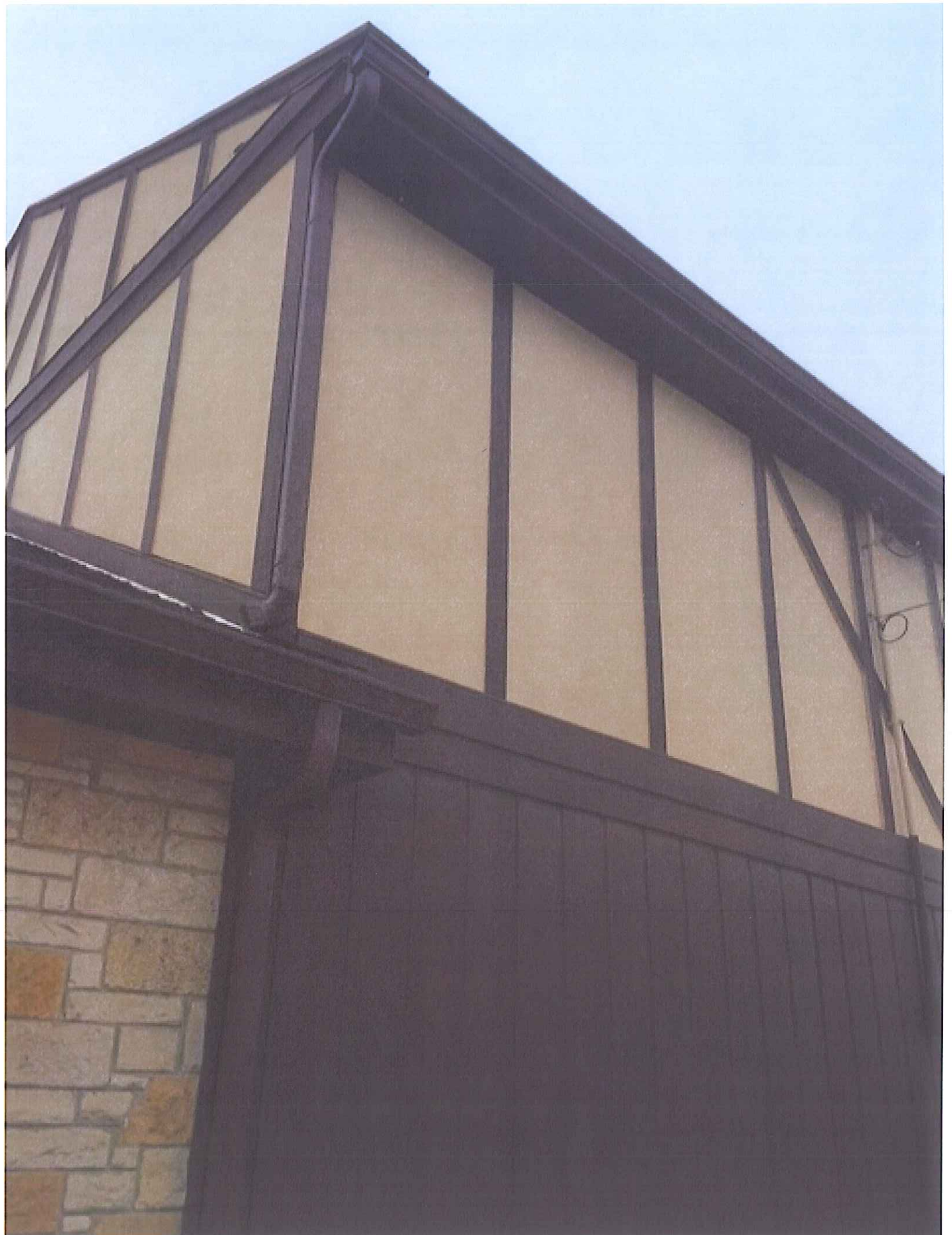
Describe proposed work, materials to be used and impact to existing feature:

Photograph No. _____ Drawing No. _____

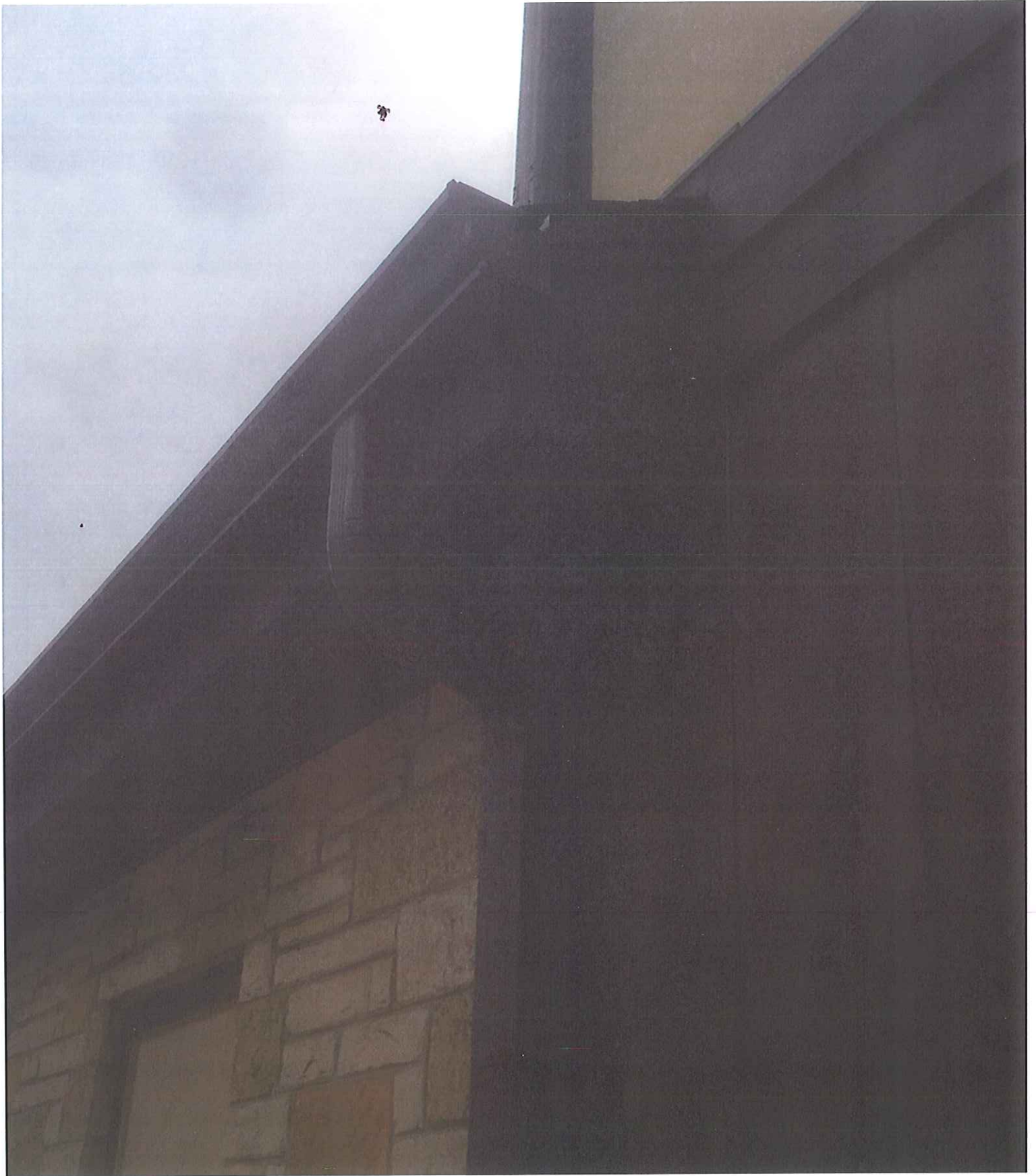












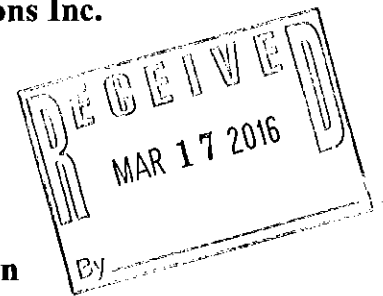
Wisconsin Association of Historic Preservation Commissions Inc.

With the Wisconsin Trust for Historic Preservation

2016 Annual Meeting and Conference

New Tools and Continuing Challenges

April 22-23, 2016, Green Bay and De Pere, Wisconsin



Conference Overview

Bills introduced in the 2015-2016 Wisconsin Legislature contained "owner approval" provisions that would have dramatically altered historic preservation law in the state and changed the way historic preservation commissions work. Even though this controversial legislation has been dialed back, local governments will need to adapt to it. The debates surrounding the legislation led to wider and continuing conversations around the state and the country about historic preservation districts.

Nationally known author and speaker Bill Schmickle of Annapolis, Maryland, will present a full-day program on the timely topic of the politics of the establishment and long-term viability of local historic districts. People who were directly involved in the legislative process will also provide their insights and suggest ways in which local governments will need to adapt to a changed landscape.

Programs also will be presented on use of Historic Preservation Tax Credits for Small Projects, namely, the Ameriprise Building, De Pere, and on the Restoration of the Historic Hotel Northland in Green Bay (using HTC plus a combination of financing sources for a large project).

The Meeting and Conference will be held at the Heritage Hill State Historical Park Visitor/Event Center in Green Bay on Friday afternoon, April 22 and on Saturday, April 23. During the late afternoon on Friday, we will move to the Historic Union Hotel in De Pere for a cash bar reception and award presentations. Dinner is on your own.

Blocks of rooms have been held at the Chateau De Pere for overnight accommodations at \$82+Tax per night and at the Econolodge Inn & Suites, Green Bay, for \$74.99 + Tax per night. Mention you are with the WAHPC State Conference. Special rates at the Chateau De Pere and Econolodge will expire April 4.

Contact information for all conference venues and lodging places is shown below.

Conference registration includes the half-day program on Friday afternoon at Heritage Hill, cash bar reception and awards presentation at the Union Hotel, and the full-day program at Heritage

WAHPC 2016 Annual Meeting and Conference Registration Form

Please submit one registration form for each address.

Registration fees for multiple attendees may be submitted in one check, if wished.

Attendee's name(s) _____

Commission name _____

Street address or PO Box _____

Address line 2 _____

City _____ State ____ ZIP _____

Telephone _____

Email _____

Registration fee: Member @ \$50 _____ Nonmember @ \$60 _____

Late fee (after April 15) @\$10 _____

Exhibitor table (includes one full conference registration) @ \$100 _____

Name for exhibitor table _____

Any dietary restrictions _____

For hotel reservations please directly contact the Chateau De Pere (920) 347-0007, or the Econolodge Inn & Suites, Green Bay (920) 494-8790.

Reserved under: WAHPC mention that you are attending the historic preservation conference. The convention rates are available for a limited number of rooms, on a first-come-first-served basis, and expire on April 4. See the Conference Overview for further information.

Please mail this completed form and a check payable to WAHPC to:

WAHPC, PO Box 166, Winneconne, WI 54986

Email any questions to admin@wisconsinahpc.org or call

Gene Hackbarth at (920) 227-7878.