Landmarks Commission Meeting Minutes
Thursday February 10, 2022 – 6:30 pm
Virtual

Members Present: Todd Hubing, Chair; Jean Ligocki, Secretary; Peggy Veregin and Alan Hedstrom
Staff: Michael Stacey, Zoning Administrator
Absent: Kimberly Cook; Greg Pigarelli, Vice-Chair and Kristi Panthofer
Guests: Erica Ruggiero

1. **Call to order.** Hubing called the meeting to order at 6:30 pm.

2. **Consider approval of the Landmarks Commission meeting minutes of January 13, 2022.**
   Motion by **Hedstrom** to approve the minutes as presented, 2nd by **Ligocki.** Motion carried unanimously.

3. **Ordinance Amendment to section 38-33.**

   Hubing opened the public hearing.

   No one registered to speak.

   The Commission discussed the ordinance amendment.

   Motion by **Veregin** to recommend the Common Council approve the ordinance amendment as presented, 2nd by **Ligocki**. Motion carried unanimously.

   Hubing closed the public hearing.

4. **Main Street Historic District Design Guidelines.**
   Erica Ruggiero gave an overview of the progress that has been made creating the design guidelines.

   The Commission decided to have the public input meeting once a draft document is available.

   Erica Ruggiero stated she has an intern that will be starting next week to help with the design guidelines.

   Erica Ruggiero stated she will provide an updated schedule next week.

   Veregin drafted a summary of the reasons why the guidelines are being updated including information about grant funding which will pay for the project in full.

5. **Downtown Local District.**
   Erica Ruggiero provided a proposed district boundary map with contributing and non-contributing buildings shown for discussion. Veregin questioned expanding the district west across the river and south of Main Street to Main-Page Court. Erica Ruggiero stated there

appears to be 3 buildings that could be included in the district. Erica will evaluate expanding the district across the river.

The group discussed potential boundary changes and will continue discussions next month.

6. **Local Landmark Plaques.**
   Veregin is working with a firm on a mockup of the plaques. Info regarding production timing will be established. The cost is $240 plus shipping each.

7. **Committee to commemorate the Riverfront Redevelopment area.**
   Ligocki heard from Roger Springman but could not make the recent meeting. Ligocki will contact Roger to seek more information about the commemorative signage.

8. **2022 Mini-Grants.**
   Stacey to amend the letter and application from last year and forward to the group for input. The letters should be sent out by next week to all Local Landmark owners.

9. **Commission Reports/Calendar.**
   Nothing discussed

10. **Future agenda items.**
    Ligocki would like to discuss in person meetings since the Common Council decided it is up to each committee/commission to decide on in person meetings.

    Veregin suggested an item specifically for public engagement.

11. **Adjournment.**
    Motion by **Ligocki** to adjourn the meeting at 7:40 pm, 2nd by **Veregin.** Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey