Landmarks Commission Meeting Minutes
Thursday July 13, 2023 – 6:30 pm
Hybrid

Members Present: Todd Hubing, Chair; Kimberly Cook, Secretary; Alan Hedstrom; Lisa Reeves; Peggy Veregin; David Udstuen and Greg Pigarelli, Vice-Chair.
Staff: Michael Stacey, Zoning Administrator
Absent: None
Guests: Jack McCommon; Ed Guzman; David Everett; and Katherine Simdon

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

1. **Roll Call and Verification of Quorum.**
   Hubing verified a quorum is present.

2. **Certification and Compliance with Open Meetings Law.**
   Hubing stated the meeting was noticed and is open to the public.

3. **Review/approval of the Landmarks Commission meeting minutes of June 8, 2023.**
   Motion by **Veregin** to approve the minutes as presented, 2nd by **Reeves.** Motion carried unanimously

5. **Review/approval of a certificate of appropriateness at 148/154 E. Main Street.**
   David Everett and Ed Guzman explained the project.

   The Commission discussed the COA request.

   Veregin questioned the existing and proposed type of window material. David Everett stated both are vinyl.

   Ed Guzman explained only the storm window is being replaced in the porch on the alley side of the building.

   Motion by **Hedstrom** to approve of the COA as presented, 2nd by **Reeves**. Motion carried unanimously.

6. **2022 mini-grant, 1-year extension request to complete project at 130 E. Main Street.**
   The Commission discussed the mini-grant extension request.

   Motion by **Reeves** to approve of the mini-grant 1-year extension, 2nd by **Hedstrom**. Motion carried unanimously.

7. **Review/approval of a certificate of appropriateness at 130 E. Main Street.**
   The Commission discussed the COA request.

The Commission needs some clarification about what is proposed to be painted because the application indicates the upper cornice is also the cream color and not the existing green color.

The Commission discussed how the old peeling paint should be removed from the building. The consensus is that the paint removal should be by hand scraping or wire brush. Pressure washing is not the ideal way to remove the paint. Plus there may be lead paint that has to be properly cared for.

Motion by **Veregin** to approve of the COA contingent on removal of the peeling paint by hand with a scraper or wire brush and painting of just the front brick façade not the cornice or window hoods, 2nd by **Hedstrom**. Motion carried unanimously.

8. Review/approval of a certificate of appropriateness at 111 S. Fifth Street.
Jack McCommon explained the roof project which includes replacement of like gutters and downspouts.

The Commission discussed the COA request.

Veregin stated this project would qualify for historic preservation tax credits. Jack McCommon stated it is fully covered by insurance.

Motion by **Hedstrom** to approve of the COA as presented, 2nd by **Udstuen**. Motion carried unanimously.

9. Review/approval of a certificate of appropriateness at 388 E. Main Street.
The Commission discussed the COA request which is for repairs to a non-historic portion of the building.

Motion by **Hedstrom** to approve of the COA as presented, 2nd by **Reeves**. Motion carried unanimously.

10. Local District Plaques.
Stacey provided mock-ups which are now in production and paid invoice.

Veregin left at 7:00 pm.

11. Community Engagement.
The Commission still plans to have an informational meeting in September and send notices to all property owners in the new local district.

The Commission discussed making some COA requests an administrative approval. Requests such as replacement of a rubber roof or like roofing could be administratively approved.

Motion by **Reeves** to allow roof replacement requests of like materials to be administratively approved, 2nd by **Hedstrom**. Motion carried unanimously.

Stacey will put together a list of potential requests that could be administratively approved.

12. Commemorative Signage for the Riverfront Redevelopment.
Hedstrom discussed a recent visit to the Bureau of Correctional Enterprises (BCE) in Madison. BCE will be making the commemorative signage.

Reeves stated the developer has until September to come up with financing for the Riverfront Development project.

13. Commission Reports/Calendar.
Hedstrom may be gone in August and September.

Pigarelli may be gone in August.

Stacey and Hubing discussed the potential project at 211 S. Water Street. There are plans to bring the building back to the original brick exterior.

14. Future agenda items.
17th annual local history & historic preservation conference.

Plan to meet with downtown building owners within the Local District in September or October.

15. Adjournment.
Motion by **Hedstrom** to adjourn the meeting at 7:21 pm, 2nd by **Udstuen**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey