Landmarks Commission Meeting Minutes
Thursday October 13, 2022 – 6:30 pm
Hybrid

Members Present: Todd Hubing, Chair; Greg Pigarelli, Vice-Chair; Kimberly Cook and Alan Hedstrom
Staff: Michael Stacey, Zoning Administrator
Absent: Lisa Reeves and Peggy Veregin
Guests: Phillip Knutson

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

2. **Consider approval of the Landmarks Commission meeting minutes of September 8, 2022.**
   Motion by **Pigarelli** to approve the minutes as presented, 2nd by **Hedstrom.** Motion carried unanimously.

3. **Consider a Certificate of Appropriateness for window replacements at 100 E. Main Street.**
   Phillip Knutson provided details of the window replacements. The Commission discussed the replacement of the taller wood window and questioned if the existing wood window could be repaired. Phillip Knutson said he was told that the window is dry rotted and cannot be repaired so an aluminum window is proposed similar to other windows on the building. The Commissioners would rather see the window repaired but if it needs to be replaced then the replacement should be wood or wood clad with aluminum or vinyl.

   Motion by **Hedstrom** to approve the Certificate of Appropriateness for two of the windows and approve the taller wood window under the following conditions:
   - The window is repaired using like materials;
   - The window is replaced with a similar wood window;
   - If the window is proposed to be replaced with any other material, more information is necessary for the approval, however wood or wood clad is recommended.

   2nd by **Cook**. Motion carried 4-0

4. **Consider a Certificate of Appropriateness for awning replacement at 134 E. Main Street.**
   The Commission discussed the request to replace the awning and agreed it is much needed.

   Motion by **Hedstrom** to approve the Certificate of Appropriateness as presented, 2nd by **Pigarelli**. Motion carried 4-0

5. **Review candidates for new Landmarks Commission member.**
   The Commission discussed having David Udstuen appointed as a new Commission member replacing Kristi Panthofer. Mr. Udstuen is a local mason with a wealth of knowledge in historic preservation.

Motion by **Hedstrom** to recommend Mayor Swadley appoint David Udstuen as a new Landmarks Commission member, 2nd by **Cook**. Motion carried 4-0

6. Downtown Local District.
The Commission will focus on this topic next month when more members are present.

7. 1892 High School and Old Gym/Armory Building.
Hubing stated more people need to email in letters to the editor of the Stoughton HUB expressing their opinion on why this is a bad idea. Hubing went on to discuss the information he has related to the removal of the Armory Building.

8. Community Engagement.
Hubing is preparing a letter to all Landmark property owners outlining the resources and services available to them. Some of the letter's content was inspired by an online presentation he attended at the Wisconsin Historical Society's 2022 Local History & Historic Preservation Conference.

9. Commemorative Signage for the Riverfront Redevelopment.
Hubing stated the committee is working with the City on locations for signage.

10. Commission Reports/Calendar.
None discussed.

11. Future agenda items.
None discussed.

12. Adjournment.
Motion by **Hedstrom** to adjourn the meeting at 7:34 pm, 2nd by **Cook**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey