

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, May 11, 2017, 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. Elect Chair
3. Elect Vice-Chair.
4. Elect Secretary.
5. Consider approval of the Landmarks Commission meeting minutes of April 13, 2017.
6. Request by Phillip Knutson for approval of a Certificate of Appropriateness and for Design Review to install new awnings at 110 E. Main Street.
 - Recommendation to Planning Commission for Design Review
7. Review local landmark eligibility for the Highway Trailer Building.
8. Discuss local landmark mini-grants.
9. Discuss historic preservation award nominations.
10. Discuss proposed changes to city ordinances regarding demolition of a building in a historic district.
11. Discuss status of 1892 High School.
12. Discuss status of the Milfab/Highway Trailer/Power Plant development.
13. Discuss CLG grant application.
14. Commission reports/calendar.
15. Future agenda items.
16. Adjournment.

5/2/17mps

COMMISSIONERS:

Peggy Veregin, Chair

Alan Hedstrom, Vice-Chair

Josh Mabie

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

Phillip Knutson

Stoughton Hub

Leadership Team

Steve Kittelson

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

Thursday, April 13, 2017 – 7:00 pm

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

Members Present: Peggy Veregin, Chair; Kimberly Cook; Alan Hedstrom, Vice-Chair; Stephen Mar-Pohl; and Kathleen Tass Johnson

Absent: Greg Pigarelli and Josh Mabie

Staff: Zoning Administrator, Michael Stacey

Guests: Todd Hubing; Greg Jenson; Sid Boersma and Matt Bartlett

1. Call to order. Veregin called the meeting to order at 7:05 pm.

2. Consider approval of the Landmarks Commission meeting minutes of February 21 and March 9, 2017.

Motion by **Hedstrom** to approve the minutes as presented, 2nd by **Mar-Pohl**. Motion carried 4 – 0.

3. Discuss local landmark mini-grants.

Cook provided a draft application and Veregin provided a draft letter to send to local landmark property owners. The commission discussed formatting of the documents.

Motion by **Mar-Pohl** to approve the application and letter with future formatting and edits, 2nd by **Cook**. Motion approved 4 – 0.

4. Discuss preservation award nominations.

Veregin plans to email the nomination form to Tass-Johnson who will discuss with the Olde House Group.

5. Discussion/status of proposed changes to city ordinances regarding demolition of a building in a historic district.

Veregin stated the plan is to change final review authority from the Planning Commission to the Common Council for projects within the Downtown Design Overlay District. Veregin stated that after reviewing Attorney Dregne's comments, she went to the March 28th Council meeting to explain the intent of the proposed ordinance changes. The Common Council requested the Landmarks Commission work with Attorney Matt Dregne to amend the ordinances.

Attorney Dregne is currently on vacation and will contact the Landmarks Commission to set a meeting date. Stacey will remind Attorney Dregne next week.

6. Discuss status of the 1892 High School.

Veregin stated the Coalition has a community survey on their Facebook page which also has a link to a video of the building.

Stoughton Newspapers had a recent article about the 1892 High School.

A high school student has contacted Veregin to do a story about the 1892 High School.

One more focus group meeting is coming up soon.

Veregin stated there is a senior capstone project in the works at UW – Madison for the 1892 High School.

7. Discuss status of the Milfab/Highway Trailer/Power Plant development.

Greg Jenson stated the Council approved a moratorium on removal of the foundry portion of the Highway Trailer Building.

Sid Boersma stated he would like to see the foundry portion of the Highway Trailer Building gain landmark status.

Veregin stated the commission would need to do some homework to check eligibility for Local Landmark status. Veregin noted the State would have to check the building for National Registry eligibility which could take a few weeks. Removing portions of the building may affect eligibility.

Veregin has a report from Gail Kline regarding the history of the property. Veregin will forward the web-link for the report to Commission members.

Boersma wants to make sure the building is eligible to be on the National Registry.

Greg Jenson stated a structural engineer will need to make sure the foundry portion of the building is repairable and he would like this piece of history saved. He talked of public vs private ownership with private ownership being most likely for profitability.

The requirements for eligibility for Local Landmark and National Registry status were discussed. This information will help the Common Council make future decisions.

Tass-Johnson arrived at 7:30 pm

Potential future uses for the Power Plant were briefly discussed.

Local Landmark eligibility for the Highway Trailer Building will be placed on the next agenda.

8. Discuss Commission initiatives.

Comprehensive Plan Rewrite: A discussion is planned for the May 8th Planning meeting at 7:00 pm. Cook plans to review the plan and come up with specifics to be added in relation to historic preservation.

Contractors List: Veregin suggested the commission partner with the Olde House Group to create a list. Tass-Johnson will follow-up with the Olde House Group.

COA Sample Submittal: Veregin and Pigarelli are working on this.

Mini-Grants: Cook suggested an informal meet-up on Syttende Mai Sunday. The commission is in favor.

9. Discuss previous local landmark approvals.

The commission discussed whether to record the Local Landmark resolutions or not. The consensus was it would be best to record the documents for a legal property record. Further discussion planned for next month.

10. Commission Reports/Calendar.

May is Historic Preservation Month.

Matt Bartlett requested information regarding individuals with historic preservation expertise that may be interested in being a Planning Commissioner.

Greg Jenson would like to add two members to the Planning Commission, one being an alderperson and the other a citizen member with historic preservation expertise.

Tass-Johnson and Bartlett are going to contact Todd Barman to find out if he has interest.

Election of officers will be on the next agenda.

The commission will discuss CLG Grants and candidates for a historic preservation award at the next meeting.

11. Reminder: Registration deadline for WAHPC conference (4/28 - 4/29, in Reedsburg) is 4/20.

The commission briefly discussed the upcoming conference.

12. Future agenda items.

None discussed.

13. Adjournment. Motion by Hedstrom to adjourn at 8:50 pm, 2nd by Cook. Motion carried 5 - 0.

Respectfully Submitted, Michael Stacey

City of Stoughton Certificate of Appropriateness

Application Form



1. Name of Property: Edward Jones

Address of Property: 110 E Main St.

Name of historic district in which property is located: _____

2. Owner & Applicant Information

Owner Name: Dan McGlynn

Street Address: 100 E Main St.

City: Stoughton State: WI Zip: 53589

Daytime Phone, including Area Code: 608-873-3244

Applicant (if different from owner): Phillip Knutson

Applicant's Daytime Phone, including Area Code: 608-873-5289

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) Rendering of improvements

4. Description of Proposed Project (on next page)

5. Signature of Applicant

Owner Signed: Dan McGlynn Date: _____

Printed: Dan McGlynn

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

Description of Proposed Project

(attach additional sheets as necessary)

Architectural Feature: Storefront awning, 3 upper window awnings.

Approximate date of feature: Awnings were on building since it was completed.

Describe existing feature: 4 Awnings

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

Remove old fabric, Install new fabric onto frames.

New fabric is Ashford Forest, Sunbrella woven acrylic fabric. Old fabric is blue striped, New fabric is Green, cream and blue striped.

Photograph No. Current Drawing No. Rendering Shows New Fabric

Architectural Feature: _____

Approximate date of feature: _____

Describe existing feature: _____

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

Photograph No. _____ Drawing No. _____

CITY OF STOUGHTON
DEPARTMENT OF PLANNING & DEVELOPMENT
BUILDING/ZONING PERMIT APPLICATION

Date of Application May 1 2017

Applicant Name Phillip H Knutson Phone 608-873-5289

Applicant Email phillip.knutson@edwardjones.com

Owners Name (if different than applicant) Dan McGlynn Phone 608-873-3244

Subject Property Address 110 E Main St. Stoughton, WI 53589

Permit for Recover Awnings, No Graphics.

Proposed use(s) Financial Advisor

Project area for new structures and additions (sq. ft.) NA

Estimated building construction cost including labor _____

Estimated electric construction cost including labor NA

Estimated plumbing construction cost including labor NA

Estimated hvac construction cost including labor NA

*Do not include costs related to flooring, carpeting or painting.

Permit fee _____

.....
Contractor Information: Baraboo Awning 608-356-8303 Lic# 113645

Construction _____ Phone# _____ Lic# _____

Electrical _____ Phone# _____ Lic# _____

Plumbing _____ Phone# _____ Lic# _____

HVAC _____ Phone# _____ Lic# _____

Cautionary Statement to Owners Obtaining Building Permits

Section 101.65 (1r) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under Section 101.654(2)(a), the following consequences might occur:

The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under this building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under this building permit.

The owner may not be able to collect from the contractor, damages for any loss sustained by the owner because of a violation by the contractor of the one and two-family dwelling code or an ordinance enacted under sub.

(1)(a), because of any bodily injury to or death of others or damage to property of others that arises out of the work performed under this building permit or because of any bodily injury to or death of others or damage to

property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under this building permit.

Cautionary Statement to Contractors for Projects Involving Buildings Built Before 1978

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of Chapter DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)266-6876 or go to <http://dhs.wisconsin.gov/lead/WisconsinRRPRule.htm>

Wetlands Notice to Permit Applicants

"You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page: (<http://dnr.wi.gov/wetlands/delineation.html>) or contact a department of Natural Resources service center."

Additional Responsibilities for Owners with Projects Disturbing One or More Acres of Soil

I understand that this project is subject to Chapter NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

IF APPLICABLE, A PLAN MUST BE SUBMITTED SHOWING LOT LINES AND ALL DIMENSIONS OF THE PROJECT. NO WORK SHALL BEGIN WITHOUT A BUILDING PERMIT. ANY QUESTIONS, CALL THE DEPARTMENT OF PLANNING & DEVELOPMENT AT 608-873-6677. THERE IS ADDITIONAL INFORMATION AT WWW.CITYOFSTOUGHTON.COM/PLANNING

Owner/Contractor Signature

Paul D. Mery

Date

5/1/17

contractor

Don R. St.

May 1, 2017

#1

Present





**Baraboo
Awning**

1111 Walnut Street PO Box 57
Baraboo, WI 53913
PH 608-356-8303 Fax 608-356-0140
info@BarabooAwning.com
www.BarabooAwning.com

Client
Edward Jones

Client Address
Stoughton
110 Main Street

Date

Revision Number
Ashford Forest

Revision Date

Notes
Fabric is Sunbrella Woven Acrylic

Designer
Dan School


Project Manager
Dan School

THIS RENDERING IS AN ORIGINAL DESIGN CREATED BY BARABOO AWNING, INC. IT MUST NOT BE RELEASED, USED OR COPIED UNLESS APPLICABLE FEE HAS BEEN PAID OR JOB ORDER PLACED. ALL SIZES, DIMENSIONS, AND COLORS ARE ILLUSTRATED FOR CLIENTS CONCEPTION OF THE PROJECT AND ARE NOT TO BE UNDERSTOOD AS BEING EXACT SIZE OR EXACT SCALE.

#2



Proposed

 1111 Walnut Street PO Box 57 Baraboo, WI 53913 PH 608-356-8303 Fax 608-356-0140 info@BarabooAwning.com www.BarabooAwning.com	Client Edward Jones	Date	Notes Fabric is Sunbrella Woven Acrylic		THIS RENDERING IS AN ORIGINAL DESIGN CREATED BY BARABOO AWNING, INC. IT MUST NOT BE RELEASED, USED OR COPIED UNLESS APPLICABLE FEE HAS BEEN PAID OR JOB ORDER PLACED. ALL SIZES, DIMENSIONS, AND COLORS ARE ILLUSTRATED FOR CLIENTS CONCEPTION OF THE PROJECT AND ARE NOT TO BE UNDERSTOOD AS BEING EXACT SIZE OR EXACT SCALE.
	Client Address Stoughton 110 Main Street	Revision Number Ashford Forest			
		Revision Date	Designer Dawn School	Project Manager Dawn School	