

Landmarks Commission Meeting Minutes

Thursday June 14, 2018 – 6:30 pm

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

Members Present: Peggy Veregin, Chair; Greg Pigarelli, Secretary; Kimberly Cook; Todd Hubing and Kristi Panthofer

Absent: Alan Hedstrom and Tom Majewski

Staff: Michael Stacey, Zoning Administrator

Guests: Emily Bahr

1. **Call to order.** Veregin called the meeting to order at 6:37 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of May 10, 2018.**
Motion by **Hubing** to approve the minutes as presented, 2nd by **Panthofer**. Motion carried 4 – 0.

3. **Discuss 2019 budget request.**

Veregin explained the history of requesting funding through the budgeting process.

The group discussed the min-grant program and future funding.

Cook arrived at 6:50 pm.

Veregin plans to provide an update to the Common Council regarding the mini-grant program.

The group discussed funding needed for local landmark plaques. \$500 is needed to provide plaques.

Stacey to check funds available in the landmarks account and report back.

Veregin will summarize the budget request.

Motion by **Cook** to recommend the Common Council approve \$5,000 for the 2019 mini-grant program and \$500 to purchase local landmark plaques, 2nd by **Hubing**.

Veregin will summarize the request.

Motion carried 5 – 0.

4. **Review 2019 mini-grant applications.**

The group discussed the 5 grant applications.

It was decided that the Woodland Studio application is invalid because it does not meet the mini-grant requirements. The project was started without approval.

Veregin stated the Cabibbo and Stoughton Area School District requests are good.

The group discussed which applications are more appropriate for funding including what amount to provide.

The group decided there is not a way to replace the windows at the Badger Theater that will provide energy efficiencies. There may be other options to achieve energy efficiencies.

Veregin summarized the letter that was sent to the applicants.

The group discussed funding a specific item of Bill Weber's request such as funding for the freight door replacement.

Motion by **Hubing** to approve \$1,500 toward the replacement of missing brick at 529 E main Street; \$1,000 toward the Stoughton Area School District request and \$2,500 towards the Cabibbo request, 2nd by **Pigarelli**.

The group discussed the amounts of funding.

Motion carried 5 – 0.

Cook left at 7:45 pm

5. Discuss Main Street Outreach.

Veregin stated the landmarks commission has been strongly encouraged to seek creating a local district within the downtown historic district.

Hubing has agreed to have informational meetings at his building downtown. Veregin plans to send information to all property owners prior to the meetings.

The group discussed funding for creating the local district. Veregin stated the commission could do some of the work and a consultant could be hired to take care of the design guidelines and potentially write the nomination. A map would have to be drawn of the boundaries and pictures of each building would be necessary.

The group discussed expanding the existing historic district boundaries from the Yahara River to the RR Tracks at E. Main Street.

The group further discussed:

- Positives of creating a local district such as creating a consistent uniform process for exterior work to downtown buildings. Currently the zoning ordinance and landmarks ordinance conflict with each other.
- Potential meeting dates should be when Veregin can work it into her schedule. Possibly 2 meetings on one day with one being a lunch time and the other at night.
- The Common Council and Chamber Director should be invited.
- Veregin plans to decide on a date; will create a letter to owners, create a proposed boundary map and create a powerpoint presentation. Stacey will provide a mailing list.
- Veregin to email dates to the commissioners.

6. Commission Reports/Calendar.

Discussed the contents of the landmarks handbook.

Motion by **Panthofer** to approve up to \$50 towards a get well gift for Alan Hedstrom, 2nd by **Pigarelli**. Motion carried 4 – 0.

Panthofer plans to work on the get well gift.

7. Future agenda items.

Linderud photo exhibit.

8. Adjournment. Motion by **Pigarelli** to adjourn at 9:10 pm, 2nd by **Panthofer**. Motion carried 4 - 0.

Respectfully Submitted,

Michael P. Stacey