

AGENDA
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

September 4, 2013 – 4:30 PM

City Conference Room – County-City Building
1515 Strongs Avenue – Stevens Point, WI 54481

(A Quorum of the City Council May Attend This Meeting)

Discussion and possible action on the following:

1. Approval of the report from the August 14, 2013 HP/DRC meeting.
2. Request from Jon Marty, representing the property owner, for design review approval to renovate and rehabilitate a detached accessory structure at 1500 Clark Street (**Parcel ID 2408-32-1006-19**).
3. Request from Tina Grawlik, representing the property owner, for design review approval of signage at **1105 Main Street (Parcel ID 2408-32-2026-53)**.
4. Façade Improvement Grant Program update and uses of funds.
5. Adjourn.

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, August 14, 2013 – 4:30 p.m.

City Conference Room – County-City Building
1515 Strongs Avenue, Stevens Point, WI 54481

PRESENT: Lee Beveridge, Alderperson Mary Stroik, Kathy Kruthoff, Tim Siebert, and George Hanson

ALSO PRESENT: Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Andrew Beveridge, Alderperson Tony Patton, Charles Grubba, Bob Wolensky, Brandi Makuski, Cathy Dugan, Jeff Brown, Kelly Kizewski, and Marty Kizewski.

INDEX:

Discussion and possible action on the following:

1. Approval of the report from the June 5, 2013 and July 16, 2013 HPDRC meetings.
2. Request from Marty and Kelly Kizewski for design review of exterior façade improvements and signage at **1008 Main Street (Parcel ID 2408-32-2029-20)**.
3. Request from Jeff Brown for façade improvement grant funds in the amount of \$10,389.60 and design review for exterior building work at **1140 Clark Street (Parcel ID 2408-32-2026-32)**.
4. Request from Mark Grubba, representing M&C of Stevens Point LLC, for façade improvement grant funds in the amount of \$25,333.00 and design review for exterior building work at **949 Main Street (Parcel ID 2408-32-2018-01) and 937 Main Street (2408-32-2018-02)**.
5. Determination of Eligibility (DOE) submission of potential historic districts or sites to the Wisconsin Historical Society regarding the Business 51 road reconstruction project.
6. Adjourn.

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1. Approval of the report from the June 5, 2013 and July 16, 2013 HPDRC meetings.

Motion by Commissioner Siebert to approve the reports from the June 5, 2013 and July 16, 2013 HPDRC meetings; seconded by Commissioner Kruthoff. Motion carried 5-0.

2. Request from Marty and Kelly Kizewski for design review of exterior façade improvements and signage at **1008 Main Street (Parcel ID 2408-32-2029-20)**.

Economic Development Specialist Kyle Kearns explained that the business, Pass It On Consignments, had relocated from Plover about two weeks ago and had started renovating the façade and painting the exterior of the building to match their logo and design colors without staff or Historic Preservation Design Review Commission approval. The request is being brought before the Commission after the fact for design review of the façade painting scheme and for a request for signage.

Kelly Kizewski, owner of Pass It On Consignments, explained they should have checked for regulations, but coming from the Village of Plover where there were no regulations regarding

the façade it was assumed none existed in downtown. She was informed of the guidelines and necessary approval when the sign company came in for a sign permit. Furthermore, her intent was to never do anything that was inappropriate or against what the downtown district wanted. Mrs. Kizewski continued stating she would like to keep the colors of her logo and business, but did have some alternative proposals.

Mr. Kearns answered regarding signage, stating that according to our review it meets the requirements and guidelines for signage within downtown. However, typically we don't like to see or approve a billboard type sign, which the proposed signage mimics. Ms. Kizewski stated that if the yellow is too bright, they can get rid of that with the medallions on the bottom and the outline of where the sign was going to go, however the inside where they were going to put the large sign is all rotted. Marty Kizewski explained the backing board is just painted plywood, to which Ms. Kizewski added fixing it would be an expense she was not anticipating, so she would prefer putting the large sign up covering the wood. She added if the color scheme of the sign was too much, she can get rid of the ripples or could also cut down the sign by cutting out the letters/logo and redo the backing painted blue to match the rest. Commissioner Siebert asked if the sign was flat, to which Ms. Kizewski stated yes.

Commissioner Kruthoff asked who owned the building to which Ms. Kizewski answered the building is owned by Tim Schertz. She then stated that the commission has worked with the owner previously on several occasions and he should have been aware and informed of the approvals needed within downtown. Commissioner Kruthoff added she is grateful for the business, but the commission has to look at the big picture and has the duty of following and enforcing the guidelines. Mr. Kizewski asked what the guideline is regarding certain colors for the downtown, to which Commissioner Kruthoff answered there is no defined color pallet.

Mr. Kizewski stated they would need something to say what they actually can do, or what colors they can use. He added the sign that was first proposed is made out of ¼ inch alum-a-lite which is a plastic and thin aluminum coding that would cover the area preventing any moisture and water from infiltrating. He continued to state otherwise there will have to be major restoration of this area because paint cannot be applied on the wood that is there now. Chairperson Beveridge asked if the entire signable area is covered in wood, to which Mr. Kearns answered the signable area is from the top of the first floor windows to the sill of the second floor windows. Mr. Kearns reminded the commission the guidelines are in place to maintain the historical character of downtown. He continued, stating that upon staff review and when comparing other painting schemes downtown, staff feels the colors are very vibrant and do not match other buildings downtown.

Commissioner Beveridge asked if the Play N' Learn sign met the guidelines, as it appears the entire panel is the sign, to which Mr. Kearns stated we would consider the outlined portion that is outset from the wood backing as the sign which would be measured to determine square footage. Mr. Kizewski stated the Play N' Learn sign was a piece of plywood cut out, painted, and put on the backing. Additionally, he added to paint a sign on wood requires upkeep, but with

using the newer products it is less maintenance and will not weather. Commissioner Beveridge stated we do not have as much of a problem with the materials used, as we do with the vibrant colors, to which Mr. Kizewski asked for a range of colors.

Commissioner Hanson asked if the round sign was similar to the Play N' Learn, to which Ms. Kizewski pointed out that is what one of the other renderings proposes. Furthermore, she stated the sign could be constructed without all the ripples, making it smaller. Director Ostrowski stated the sign measurement would then occur from the sign lettering, and if there was a logo that extended beyond the lettering that would be included areas well, but in terms of size there does not appear to be a concern.

Commissioner Siebert asked what year this structure was built, to which Commissioner Hanson stated the 1920's, and Director Ostrowski pointed out the assessor data sheet states 1875. Commissioner Siebert added the Victorians used vibrant and bright colors, but we don't really know what the colors were in the 1900's.

Aldersperson Mary Stroik asked if grant funds could be used to fix the backing and do the sign, to which Director Ostrowski stated the repairs and renovations yes, but we don't typically approve grant funds for signs due to them changing more often. Commissioner Siebert confirmed the back board would be included to which Director Ostrowski stated grant funds could apply.

Ms. Kizewski stated that he can have the sign company make the sign, but the question is what colors are allowed.

Cathy Dugan, 615 Sommers Street, suggested that the Historic Preservation and Design Review Commission have a color pallet which applicants can be referred to in situations like this.

Chairperson Beveridge pointed out many who have come before the committee have done the research and have used Victorian pallets from any of the paint companies available, and that is our recommendation. He continued stating that we do not have a pallet on hand, but would suggest sticking with an appropriate color for a building at that time.

Ms. Kizewski stated another option similar to this sign exists, sticking with the oranges and muted yellow, but a muted yellow with a paisley pattern will replace the blue. Furthermore, she reiterated the quicker she gets a sign up, the more people will see where they are at.

Commissioner Kruthoff commented that she understands the request, but feels the commissioner has an obligation and guidelines to follow to protect the integrity of the district. She then asked what they were planning for the awning, to which Ms. Kizewski answered she has no intention of replacing it, and would not use it unless it was raining.

Chairperson Beveridge stated we will not solve this at this meeting, and stated if it is acceptable to the committee that the chairperson and staff have permission to work with the applicant to

review colors and signage. Commissioner Siebert asked what we do about a temporary sign for them, to which Ms. Kizewski stated they have the old sign from the other building which is not attached and is taken in every night. Director Ostrowski stated that staff can work quickly in developing a color pallet and get the sign moving quickly for the business. Mr. Kizewski asked if they could use the 4 x 4 sign that they have now temporarily, to which Chairperson Beveridge replied yes, for a limited time.

Ms. Kizewski asked for clarification that they are ok to use the entire space for the sign, to which Mr. Kearns stated yes and provided examples of signs previously discussed. Ms. Kizewski then asked if changing the blue to the muted gold color with the paisley background would be acceptable, to which Commissioner Siebert stated it is ok if it fits the color pallet.

Motion by Commissioner Siebert to allow staff and the chairperson of the commission to work with the applicant to determine a paint scheme for the façade and permanent signage while allowing for temporary signage to exist; seconded by Commissioner Kruthoff. Motion carried 5-0.

3. Request from Jeff Brown for façade improvement grant funds in the amount of \$10,389.60 and design review for exterior building work at **1140 Clark Street (Parcel ID 2408-32-2026-32)**.

Economic Development Specialist Kyle Kearns summarized the request, which included the installation of second story residential windows, three awnings, removal and relocation of vent grates, repainting of all wooden boards, installation of a new door along Strongs Avenue, and the restoration of the west building façade. Furthermore Mr. Kearns explained that the west side does not technically face a public right of way but it is very visible from Clark Street and is in dire need of repair. Therefore, staff recommends approving the grant funds with the conditions outlined in the staff report.

Commissioner Siebert asked if the awnings were retractable, to which Jeff Brown answered no, it is a permanent awning.

Chairperson Beveridge asked if the wood area would remain dark green, to which Mr. Brown stated no, a burgundy red closely matching the roof is proposed. Commissioner Siebert then asked if the awning would be kept, to which Mr. Brown answered yes with a similar fringe as the others identified in the staff report. Chairperson Beveridge stated his support for the project activities proposed. Chairperson Beveridge then asked if the chimney along the west wall has been removed, to which Director Ostrowski clarified he thinks the chimney is still there, just not visible from the photos. Chairperson Beveridge continued stating he sees no problem with stabilizing and painting the west wall.

Commissioner Siebert asked why vinyl windows were proposed, as they don't last as long and stated he would like to see aluminum or wood instead. Mr. Brown stated that he asked the contractor to match what is there currently along the south façade.

Alderperson M. Stroik expressed concern for the awnings as a possible traffic issue, to which Mr. Brown stated he had the awning contractor follow all of staff recommendations, and Director Ostrowski confirmed it is a lit intersection and they are up higher so they should not pose a problem. Mr. Brown explained that Strongs Avenue is nice but when it gets by his building, it turns into an alley, so he wants to bring the building back out so it says something about that side of the street.

Commissioner Siebert asked about the door and if it was going to be brought out or left recessed, to which Mr. Brown explained the one that is recessed is the kitchen door and the one that is going to be replaced is further north. Furthermore, he explained that it is a security exit, which will remain open during the day and will have a more architectural appeal with glass.

Mr. Brown explained that the vents found in a few windows are proposed to be relocated through the building façade and painted to match. Chairperson Beveridge clarified if the piping would be brought through the wall, to which Mr. Brown stated yes above or alongside the windows. Mr. Kearns pointed out that penetration of the façade for exhaust vents is prohibited and asked if possible to hook into existing vents or through the roof. Mr. Brown explained that when taking out the other grates, there will not be any other vents to hook into. Commissioner Siebert asked if you could use a window as a vent, to which Mr. Brown stated he might as well leave it the way it is then. Commissioner Kruthoff asked if we can move approval of all the other items and leave this matter out for further investigation, to which Director Ostrowski stated yes.

Motion by Commissioner Kruthoff to approve the façade improvement grant funds in the amount of \$10,389.60 and design review for the exterior building work at 1140 Clark Street with the following conditions:

- **The proposed awnings shall not impede the view of the existing murals.**
- **Second floor windows shall match that exactly of the window opening. Transom pieces or inserts shall be prohibited.**
- **The applicant shall work with the chairperson and designated agent to determine a more appropriate solution to relocate exhaust vents and piping.**
- **Second floor window color shall match with the existing windows.**
- **Door and framing shall match in color with those found on the main entrance of the building.**
- **At least half of the proposed door shall incorporate glass as a window.**
- **The applicant shall work with the HP/DRC chairperson and designated agent to finalize the color scheme for the awnings, and wood.**
- **Painting shall only occur on existing wood trim or paneling. Installation of new wood trim or paneling and painting in new areas shall be prohibited.**
- **The applicant shall submit an updated bid from Duralum Siding, Windows & Sunrooms, outlining exact costs and awning details and dimensions at which time the**

designated agent and chairperson shall have the authority to review and/or approve the proposal.

- All work shall be completed within one year.
- Project must adhere to Façade Improvement Grant Program Guidelines
- No funds shall be disbursed until project is fully completed.
- The maximum City participation shall not exceed \$10,389.60 and no individual costs shall exceed the following, unless approval has been given to the HP/DRC chairperson and designated agent in reviewing additional bids or building improvements:

Improvements	Cost	Proposed Matching Grant Assistance
West Wall	Eisner Construction - \$4,381.49	\$2,190.745
Door	Duralum - \$1,399.26	\$699.63
Painting	Golden Sands Decorating - \$520.00	\$260.00
Windows	Eisner Construction - \$5,236.00	\$2,618.00
Awnings	Duralum - \$9,260.44	\$4,630.22
TOTAL (Lowest Bid)	\$20,797.19	\$10,389.595

seconded by Alderperson Mary Stroik.

Commissioner Siebert moved an amendment to the motion of prohibiting the use of vinyl windows and requiring aluminum or wood. Amendment failed due to a lack of a second.

Motion carried 5-0.

4. Request from Mark Grubba, representing M&C of Stevens Point LLC, for façade improvement grant funds in the amount of \$25,333.00 and design review for exterior building work at **949 Main Street (Parcel ID 2408-32-2018-01) and 937 Main Street (2408-32-2018-02)**.

Economic Development Specialist Kyle Kearns explained this request includes façade improvement activities for Grubba Jewelers and the Companion Shop but the contracts will be separate for each building.

Charlie Grubba, representing the applicant, stated he would like to keep everything the same color as before. Furthermore, the request includes windows in the first building to be painted and scrapped along with stone to be tuckpointing.

Commissioner Siebert asked if there was any proposal to do anything with the panel, to which Mr. Grubba stated we are not replacing anything unless it is rotted.

Chairperson Beveridge stated this is a good project. Commissioner Hanson asked if they will be replacing some of the sandstone that has chipped away, to which Mr. Grubba answered

probably sandblasting. Commissioner Siebert emphasized sandblasting is damaging. Mr. Kearns stated there is the condition placed on the approval that states abrasive cleaning methods are prohibited. Mr. Kearns added that with a single bid for masonry was submitted and due to the amount of work to be performed, staff recommends a second bid for masonry be submitted. He added the request does include repair and maintenance of the sign, which is a very historic sign in our downtown and is in need of desperate repair. Mr. Grubba stated Bushman Electric would have to physically remove the sign and take it back for repairs and refurbishing, as it is from 1939. Commissioner Hanson asked if any of the neon that had not worked will be fixed, to which Mr. Grubba stated correct, full restoration will occur.

Commissioner Hanson asked if the wooden area on the east facade is in use, and what lies behind it, to which Mr. Grubba stated he did not know and it was there when the building was purchased from Shippy's. He then asked if there is any historical value, or can that be taken off and left brick, to which Chairperson Beveridge stated it is a good idea to investigate. Commissioner Hanson then asked about the back entrance of the Hostel Shoppe, to which Mr. Grubba stated it will be painted all the same colors as it currently is.

Commissioner Beveridge commented that when cleaning the exterior, sandblasting and abrasive chemical methods cannot occur, only soap and water. Commissioner Hanson asked about the façade that is being painted, specifically relating to the upper detailing. Mr. Grubba responded, stating the proposed paint is the same color but detailing can be accented with another color. Commissioner Hanson stated he would prefer the accent as it adds character and asked that it complement the building. Chairperson Beveridge stated he and staff would work with them to pick out a color scheme. Commissioner Hanson asked if the brackets for the sign could be painted to blend into the building. Chairperson Beveridge summarized the added conditions regarding paint.

Motion by Commissioner Siebert to approve the façade improvement grant funds in the amount of \$25,333.00 and design review for exterior building work at 949 Main Street and 937 Main Street with the following conditions:

- **The applicant shall submit proof of insurance showing current coverage.**
- **A second bid for masonry work shall be submitted and reviewed and/or approved by the chairperson and designated agent.**
- **Wood shall only be installed in place of rotted or deteriorated wood. No new wood shall be placed on the building façade at locations where stone or brick is exposed.**
- **The applicant shall work with chairperson and designated agent to identify a paint color scheme appropriate for the building accents and metal cornice.**
- **Bracketing for the projecting sign shall be painted to more closely match existing colors. An updated sign bid shall be submitted and reviewed/approved by the chairperson and designated agent.**

- The applicant shall work with chairperson and designated agent to investigate the material behind the wall sign along the east façade and/or appropriate restoration or removal activities.
- Abrasive cleaning methods for masonry shall be prohibited. The designated agent and chairperson shall work with the applicant to approve any cleaning method used.
- Tuck pointing shall match to the greatest extent possible the original mortar and spacing on the building.
- The building name/date plate and date shall be preserved and restored.
- Second Floor windows shall be painted to match the beige/light brown color proposed for the wood.
- Stone window sills and stone window accents above windows shall not be painted.
- All work shall be completed within one year.
- Project must adhere to Façade Improvement Grant Program Guidelines.
- No funds shall be disbursed until project is fully completed.
- The maximum City participation shall not exceed \$25,333.00 and no individual costs shall exceed the following, unless approval has been given to the HP/DRC chairperson and designated agent in reviewing additional bids or building improvements:

Improvements	Cost	Proposed Matching Grant Assistance
Masonry	Don Dulak & Son Masonry Inc - \$35,800.00	\$17,900.00
Painting	Tom's Painting - \$6,900.00	\$3,450.00
Wood	SRS Construction - \$866.00	\$433.00
Signage	Bushman Electric Crane & Sign - \$7,100.00	\$3,550.00
TOTAL (Lowest Bid)	\$50,666.00	\$25,333.00

seconded by Commissioner Hanson. Motion Carried 5-0.

5. Determination of Eligibility (DOE) submission of potential historic districts or sites to the Wisconsin Historical Society regarding the Business 51 road reconstruction project.

Mr. Kearns explained a letter was received from Heritage Research Company, prompted by the Business 51 road reconstruction project, regarding Determinations of Eligibility on potential historic districts that were identified in the intensive survey done in 2011. He continued explaining DOE's are part of the process when federal funds are used to perform reconstruction projects such as the Business 51 corridor reconstruction project. Mr. Kearns clarified even though these districts are not yet recorded, the DOE letters are informative and allow the commission to comment. However, comments from the Commission will be more beneficial when a definite project option is determined. Lastly, the DOE's incorporate 90% of the total work needed for state and national district recognition of which the Commission has shown interest to eventually pursue.

Discussion amongst Commissioners ensued regarding the four Business 51 road reconstruction options. Primary discussion amongst Commissioners included lane design, bike lanes, boulevards, terraces, medians, and the impact on any historic structures and/or districts along the Business 51 corridor. No action was taken.

6. Adjourn.

Meeting adjourned at 5:54 p.m.

Administrative Staff Report

Jon Marty

Detached Garage - Design Review

1500 Clark Street

September 4, 2013



Department of Community Development
1515 Strongs Avenue, Stevens Point, WI 54481
Ph: (715) 346-1568 - Fax: (715) 346-1498

Applicant(s):

- Jon Marty

Staff:

- Michael Ostrowski, Director
mostrowski@stevenspoint.com
- Kyle Kearns, Associate Planner
kkearns@stevenspoint.com

Parcel Number(s):

- 2408-32-1006-19

Zone(s):

- "R-5" Multiple Family 2 Residence District

Master Plan:

- Residential

Council District:

- District 1 – Doxtator

Lot Information:

- Actual Frontage: 58 feet
- Effective Frontage: 58 feet
- Effective Depth: 170 feet
- Square Footage: 9,860.0
- Acreage: 0.23

Structure Information:

- Year Built: addition 1895 (118 years)
- Number of Stories: 2

Current Use:

- Single Family Residential

Applicable Regulations:

- Chapter 22
- Downtown Design Guidelines

Request

Request from Jon Marty, representing the property owner, for design review approval to renovate and rehabilitate a detached accessory structure at 1500 Clark Street (**Parcel ID 2408-32-1006-19**).

Attachment(s)

- Parcel Data Sheet
- Supporting Documents
- Application

City Official Design Review / Historic District

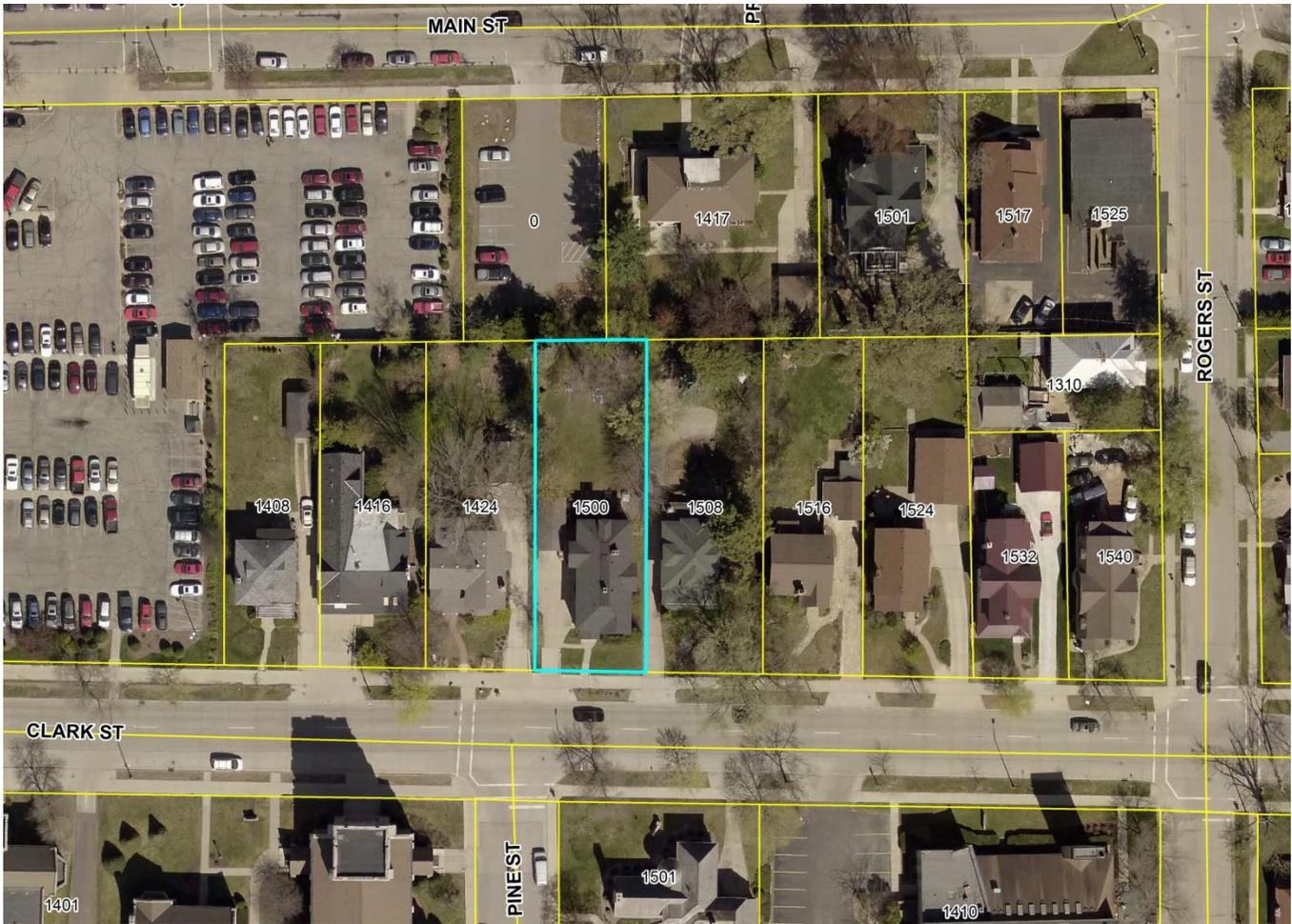
- Clark Street Historic District

Staff Recommendation

Approve, subject to the following condition(s):

- All applicable building and zoning codes shall be met prior to construction.
- All required permits shall be obtained prior to construction.
- Cedar shake siding shall be a straight edge design.
- Shingles should match exactly to those found on the existing home.
- The detached garage shall be painted within 18 months of the design review approval and paint color shall be approved by the Commission.
- Painting of trim, doors, and windows shall match the color scheme and design found on the home.
- Traditional or standard windows shall be installed within the new garage door to match the existing door.

Vicinity Map



Scope of Work



Jon Marty, representing the property owner, is proposing to renovate and rehabilitate the existing detached garage at 1500 Clark Street. Mr. Marty is proposing to install new siding, trim, and roof, along with a garage door. The detached garage is approximately 300 square feet and is in dire need of repair. From the photo you can see that the garage does not match the house in color however has a very simple design matching the home. As the property falls within the Downtown Design Review / Historic District, the Historic Preservation/Design Review Commission must review the request.

Detached Accessory Structure:

- 12' x 24' Dimensions
- 300 square feet
- Single stall garage
- Constructed in 1915
- 1 Service door
- 1-2 Windows

All proposed improvement or renovation within the Clark Street District must obtain Historic Preservation / Design Review approval.

Standards of Review

Design Guidelines

The following standards would apply to this request:

Architecture Standards

The removal or modification of any distinguishing architectural feature of a building is not allowed unless safety is questioned. When removal or modification is required, that feature should be duplicated. If the duplication of a missing feature is not possible, an attempt shall be made to approximate the missing feature.

Existing materials in facades should be maintained and/or restored to the highest level of quality practical

New or infill construction shall be similar in scale to that of surrounding structures.

New or infill construction shall not adversely contrast with significant horizontal or vertical patterns or rhythms of surrounding structures.

The setback of new or infill construction shall be compatible to that of adjacent structures.

Significant existing views or vistas shall not be adversely affected by new or infill construction.

Materials

To the extent possible, original materials shall be retained in existing facades. They should be removed only where they are structurally unsound and are beyond restoration, and then only in accordance with an approved design scheme. Natural materials are preferred over simulated or synthetic materials. The types of material preferred, but not limited to, may include: brick, stone, wood, stucco, clay, tile, ceramic tile, quarry tile, terra cotta, and cut stone. Materials to be avoided may include, but not be limited to, concrete block, plastic, fiberglass, simulated brick, simulated stone, hardboard or metal siding panels and wood siding panels.



Analysis: The applicant has indicated that similar materials matching the design of those found on the home will be used to construct the detached structure. A new garage door of similar size to the existing is proposed. Furthermore, the garage is a traditional design (see supporting materials) and made of galvanized steel. No brick or stone is proposed, as the single family home contains none. However, LP Smart Side Trim and Siding is proposed, which is an engineered wood product (see example). A cedar looking shingle is proposed as well. Lastly, aluminum soffit and fascia is proposed to match the home. Siding is proposed to be applied over the existing. Asphalt shingles are also proposed for the roof. The entire garage is proposed to be primed white until the following year when it will be painted during the same time as the primary structure.

Findings: Although original wood siding is not proposed, an engineered wood product is proposed, which is much more durable, long-lasting, and efficient. Below is a description of the product.

Our state-of-the-art SmartGuard® manufacturing process ensures that all LP® SmartSide® products deliver outstanding strength and durability. The process begins with either wood strands or wood fiber. A zinc borate compound is applied throughout the substrate to help protect against fungal decay and termites. Superior exterior-grade resins are used to create extremely strong bonds within the product. Having been tested in laboratory and real-world conditions for more than a decade, LP SmartSide products are proven to withstand extreme heat, cold, humidity and rainfall.

LP SmartSide Trim & Siding Family



Upon staff review, staff has found no cedar shakes on the primary structure. If the Commission approves the synthetic cedar shake siding, staff would recommend a straight edge design be used to more so match the design found on the primary structure. Furthermore, staff would recommend approving the proposed engineered wood trim as presented. Lastly, as the existing garage door design provides more aesthetics with windows, staff would recommend windows within the new garage door.

The garage is not being painted at this time, therefore, staff would remind the applicant that prior approval would be required for the painting of all structures on the property.

Building Images



Name and Address		Parcel #	Alt Parcel #	Land Use
Michael P Veum & Nina A Mairs 1500 Clark Street Stevens Point, WI 54481		240832100619	240832100619	Residential
		Property Address		Neighborhood
		1500 Clark St		294 Main & Clark Neighborhood
		Subdivision		Zoning
Display Note		Metes And Bounds		R5-MULTI-FAMILY II

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Michael P Veum & Bryant A Browne &	10/15/2003	\$89,900	Warranty Deed	646225	712	Land & Build.
	2/28/1994	\$78,900	Warranty Deed	624		Land & Build.

SITE DATA

PERMITS

Actual Frontage	58.0	Date	Number	Amount	Purpose	Note
Effective Frontage	58.0	9/5/2008	35832	\$10,500	090 Roof/Strip & re-ro	remove old shingles/re
Effective Depth	170.0	3/21/2005	33022	\$7,200	004 Addition and Rem	add bathroom to bedr
Square Footage	9,860.0	4/4/1994	24318	\$2,000	020 Electrical	
Acreage	0.226					

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$11,700	\$95,000	\$106,700
Total	\$11,700	\$95,000	\$106,700

LEGAL DESCRIPTION

BEG SE COR OF LOT 12 BLK 30 S E & O PLAT TH N 1/8 LINE E 58' S TO N LINE OF CLARK ST W 58' TO BEG BNG PRT SW NE S32 T24 R8 646225

DWELLING DATA (1 of 1)

Style	X 05 Two Story		Basement	Full	Exposed	No
Ext. Wall	Alum / Vinyl / Steel		Heating	Basic		
Story Height	2	Age	118	Fuel Type	Gas	
Year Built	1895	Eff. Year	1895	System Type	Hot Water	
Class	(1) - A-Residential		Total Rooms	10	Bedrooms	4
Int. Cond. Relative to Ext.	Interior Same As Exterior		Family Rooms	0		
Physical Condition	Average		Full Baths	3	Half Baths	0
Kitchen Rating	Average		Bath Rating	Average		

FEATURES

ATTACHMENTS

Description	Units	Description	Area
Fireplace	1	Open Frame Porch	20
Openings	1	Open Frame Porch	52
Additional Plumbing Fixtures	1	Attached Storage Shed	20

Name and Address		Parcel #	Alt Parcel #	Land Use
Michael P Veum & Nina A Mairs 1500 Clark Street Stevens Point, WI 54481		240832100619	240832100619	Residential
		Property Address		Neighborhood
		1500 Clark St		294 Main & Clark Neighborhood
		Subdivision		Zoning
Display Note		Metes And Bounds		R5-MULTI-FAMILY II

LIVING AREA

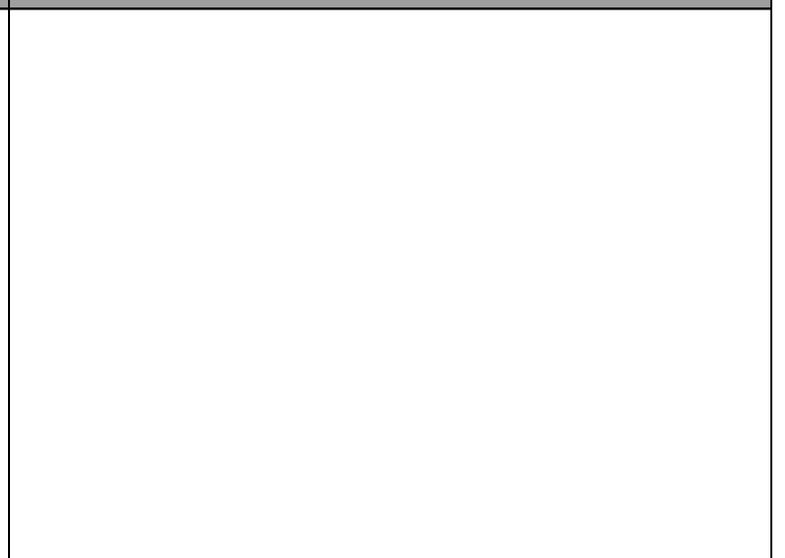
Description	Gross Area	Calculated Area
Basement	1,166.0	
Finished Basement Living Area	0.0	0.0
First Story	1,556.0	1,556.0
Second Story	1,556.0	1,556.0
Additional Story	0.0	0.0
Attic / Finished	0.0	0.0
Half Story / Finished	0.0	0.0
Attic / Unfinished	0.0	
Half Story / Unfinished	0.0	
Room / Unfinished	0.0	
Total Living Area		3,112.0

DETACHED IMPROVEMENTS

Description	Year Built	Square Feet	Grade	Condition
Garage - Detached Frame/ Block	1915	300.0	C	Average

PROPERTY IMAGE

PROPERTY SKETCH





QUALITY DOORS AND OPENERS

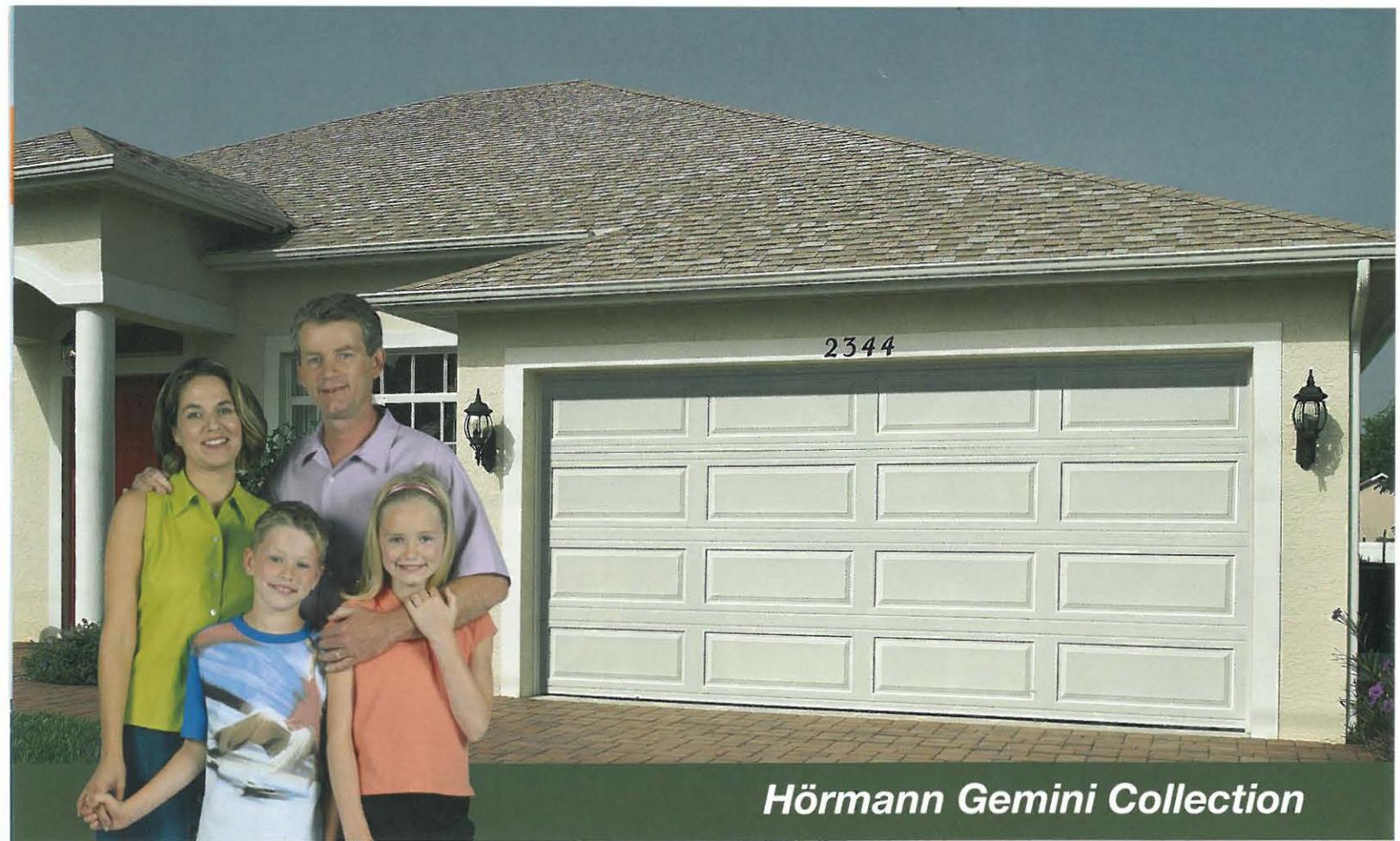


Proposed Garage Design

The Gemini Collection

A unique combination of safety, economy and selection





Hörmann Gemini Collection

Safety, Economy, Selection

The Hörmann Gemini Collection offers you a wide range of styles and a broad variety of design options to enhance the beauty of your home. The virtually no-maintenance Gemini Collection comes in your choice of steel: as the **2100 Series** made of 25 gauge galvanized steel, or as the **2200 Series** made of 24 gauge galvanized steel.

No matter which design suits your needs, you will never compromise on quality and safety. **Our new steel doors are manufactured to the highest standards, and come with FingerGuard™ pinch-resistant section joints as standard.**

Hörmann Exclusive FingerGuard™



Inside



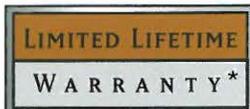
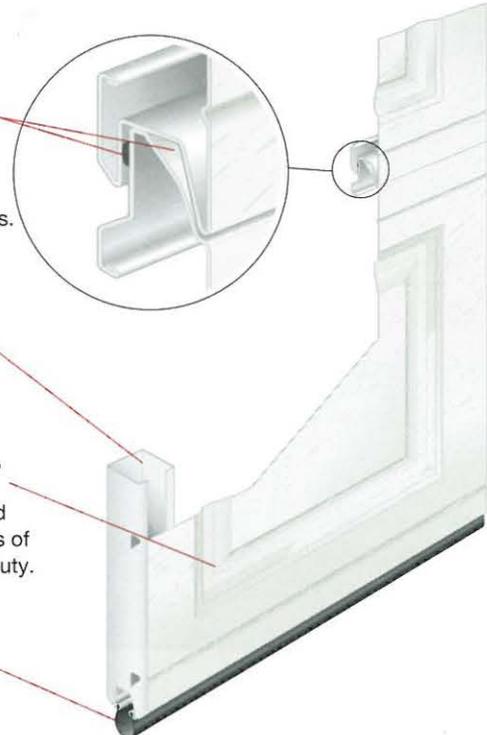
Outside

Deep tongue and groove section joint contribute to the door's **excellent strength**. Intermediate seals prevent air infiltration, which enhances the **insulation** properties.

Fully boxed end and center stiles add **additional structural integrity**.

Well-defined panel embossments, easy to clean **Rainslope™** woodgrain texture, galvanized and **finish painted steel** provide years of trouble-free performance and beauty.

The bottom weather seal **keeps out wind, rain, debris and other elements** for added energy savings.



*Ask your dealer for details

Warranty	2100	2200
Sections	Limited Lifetime	
Hardware	3 years	5 years
Springs	3 years	4 years

Choose your own design and color



Traditional



Ranch



Country



Cottage



Flush*

*Only available for 2200

Proposed Design

Select your favorite window design



Standard



Cross



Sherwood



Full Sunrise



Double Sunrise

Non-insulated glass.



Diamond



Cathedral



Cascade



Cross Arch

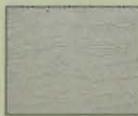


Double Sunrise

Choose the color which best suits your home



White



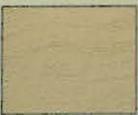
Sandstone



Almond



Brown



Desert Tan*



Deep Crimson*



Teratone*



Hunter Green*

All colors shown as accurately as printing technology allows. *Not available for 2200 Series

Give your door an individual look



Spade - Stamped Steel

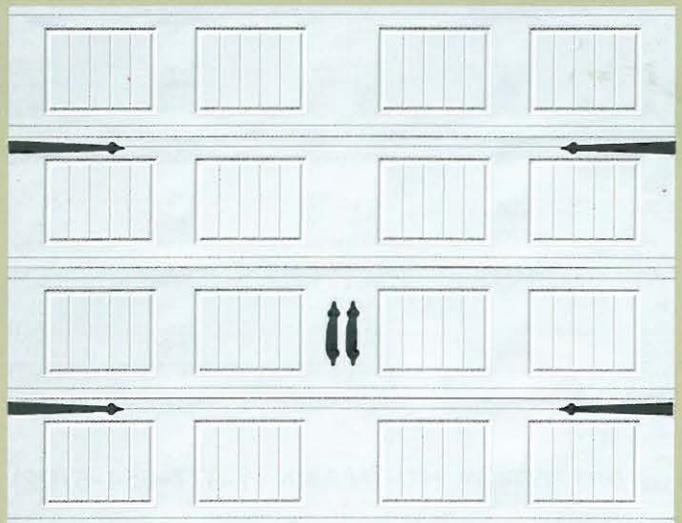


Spear - Wrought Iron



Elegant Handle

Additional hardware gives your garage door an individual look and adds overall curb appeal to your home.

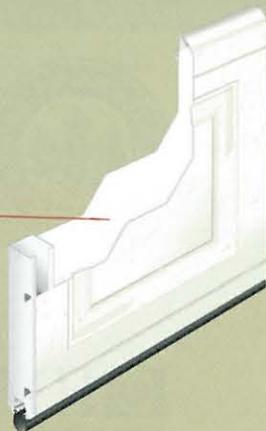


Country (with optional hardware)

Reduce noise and your energy bills

The optional polystyrene insulation and vinyl backcover offer enhanced energy efficiency with an R Value of 7.4 and sound-dampening qualities.

Optional full cavity polystyrene insulation.



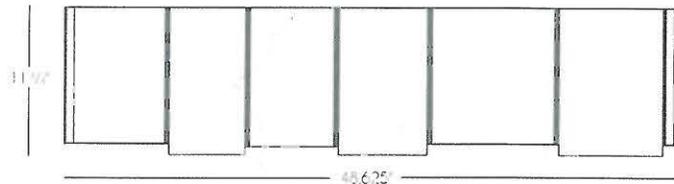
For more energy efficient door selections, please check out our Orion, Phoenix and Taurus collections.



STAGGERED OR STRAIGHT EDGE SHAKES

Proposed Pattern

- Reversible: staggered or straight edge profile
- Random rain line configuration for a natural cedar shake aesthetic
- All the benefits of the look of real cedar
- New $\frac{3}{8}$ " sawn strand substrate for rigid installation and performance
- Deep rain lines for enhanced definition
- Blind nail application, for faster installation and a cleaner look
- Ship lap joints for performance and beauty
- Available exclusively pre-finished with Diamond Kote (not available in primed)
- 7/30-Year No Fade Limited Warranty
- 30 pieces per square
- 10" exposure and $1\frac{3}{4}$ " overlap

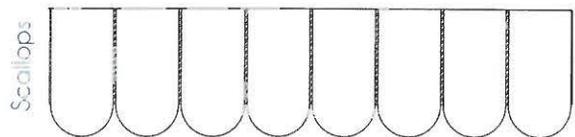
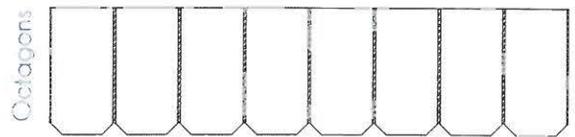


OCTAGONS



- All the benefits of the look of real cedar
- New $\frac{3}{8}$ " sawn strand substrate for rigid installation and performance
- Deep rain lines for enhanced definition
- Blind nail application, for faster installation and a cleaner look
- Ship lap joints for performance and beauty
- Available exclusively pre-finished with Diamond Kote (not available in primed)
- 7/30-Year No Fade Limited Warranty

SCALLOPS



DIAMOND KOTE
pre-finishing

Siding accessories are important components of your home; pre-finish with Diamond Kote for lasting beauty and protection.



HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
(715) 346-1567
(715) 346-1498
communitydevelopment@stevenspoint.com
<http://stevenspoint.com>

APPLICATION FOR DESIGN REVIEW

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	—	Date Submitted	8/20/2013	Assigned Case Manager	Kyle Kearns
Associated Permits or Applications (if any)	—			Pre-Application Conference Date	8/20/2013
Decision		Date Reviewed		Staff Signature	
Notes:					

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Jon Marty	Contact Name	
Address	4570 River Dr.	Address	
City, State, Zip	Plover, WI 54467	City, State, Zip	
Telephone	715-340-9512	Telephone	
Fax	715-343-9071	Fax	
Email	JMCC18@charter.net	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Mick Veum	Owner's Name	
Address	1500 Clark St.	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-342-1970	Telephone	
Fax		Fax	
Email	Mveum@owsp.edu	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
Legal Description of Subject Property		
1500 Clark St.		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
		300 sqft.

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
		detached garage	same
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
existing 12'x24' garage has deteriorating siding, doors window, roof and overhangs. We want to go over existing siding with Lip's smartside shake siding. Replace window, garage door, and service door and jambs. Install new asphalt shingles to match house. Install new aluminum soffit and fascia to match house.			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done?			
It will improve the aesthetics.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements.			
I believe so. Many other houses have cedar shake siding. Lip's smartside shake siding is an engineered product designed to mimic that look.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)?			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at www.stevenspoint.com)			

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
Letter to District Alderperson (www.stevenspoint.com/Directory)	<input type="checkbox"/>	
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner (If not the Applicant)	Date
	8/20/13		

APPLICANT & OWNER INFORMATION SHEET

Any applicant for a design review request must provide the applicant's name, address, and respective ownership interest, if any, on the application. In addition, the applicant must provide, in the space provided on this form, a list of all the owners of the property and the holders of any deeds of trust, identifying which owners and holders of deeds of trust are represented by the applicant.

Application Number	Applicant's Name
	Jan Marty

Property Address(es)

1500 Clark St. Stevens point

Applicant's Address

4570 River Dr, Plover

NOTE: If the applicant is not the property owner, this form must be accompanied by a Power of Attorney statement from the property owner.

Indicate as accurately as possible the form of interest in the property, and the amount held by the individual or entity listed as "applicant" above.

Fee Title Owner (Has Deed of Ownership)	All	<input type="checkbox"/>
	A Portion	<input type="checkbox"/>
Contract Owner	All	<input type="checkbox"/>
	A Portion	<input type="checkbox"/>
Holder of a Security Interest	All	<input type="checkbox"/>
	A Portion	<input type="checkbox"/>

List the names and addresses of all owners and holders of Deeds of Trust for the property, if any, and indicate which owners or holders of deeds of trust are represented by the applicant in the space below (please add additional pages, if needed).

Signature of Applicant	Date Signed



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 9/4/2013
Re: Request from Tina Grawlik, representing the property owner, for design review approval of signage at 1105 Main Street (Parcel ID 2408-32-2026-53).

Design review approval was never received for existing signage at 1105 Main Street. Two signs currently exist, identifying the businesses within the building (see photos below). Sign details for each sign are below as well.

"Clay Corner Studios"

- Approx. 40-45 sq. ft.
- Approx 70" x 126" dimensions
- non-lit sign
- protruding channel letter sign

"Beyond Blonde"

- 20.41 sq. ft.
- 70" x 42" dimensions
- non-lit sign
- flat aluminum construction sign

The Historic Preservation / Design Review Commission shall review any new construction or exterior changes to existing buildings or site improvements within an officially designated Design Review District, for which 1105 Main Street falls within. The following design guidelines relate to wall signage within the district.

SIGNS AND GRAPHICS

One externally mounted primary sign per ground floor tenant or storefront entrance shall be allowed . All other signs shall be considered secondary signs. All primary and/or secondary signs shall be located within the signable area as described in Appendix A. Advertisement of brand names (superfluous information) shall be limited to 25 percent of the sign and must be incorporated into the overall sign design. Window and awning signs and signs for second story tenants shall be considered separately.

SIGN STANDARDS

Flush Mounted Signs:

Shall be located in the "signable" wall area of a façade. The "signable" area is defined as the continuous portion of a building faced unbroken by doors or windows, below the sill line of the second story and above the storefront transoms (See Appendix A.) Signable areas shall not exceed 10% of the total façade area (ht.x wdt. Graphics within the signable area shall be limited

to 40% of the total signable area where that façade faces commercial land uses and 30% of the total signable area where the façade faces residential land uses. In buildings that contain two or more businesses, the signage area may be divided to accommodate the additional businesses. All signage should be coordinated in terms of color and materials. Business directories for upper story tenants shall not exceed 8 sq. ft. in total area. Exceptions may be made based on overall design concept. Signs and graphics shall not be allowed to physically harm the architectural character of the building they are attached too.

Findings: Sign standards for wall sign within the historic district have been met, however, the proposed walls signs do not match in color or material. Additionally, the Commission can make a determination on the following:

1. Whether the proposed construction, reconstruction or exterior alteration is in conformance with architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detail, colors, and expressiveness.

Upon staff review, it is clear that the signs do not complement each other, as they are distinctly different in color, materials and design. Furthermore, when taking into consideration the space utilization for the signage, it is quite compact and visually displays a compressed appearance. Two awnings have been placed within the signable area as well, which have limited the space for signage, unless placed on the awning.

Based on the findings above, staff would recommend more appropriate signs that match each other in design, materials and color. It may require changing one sign to match the other or vice versa. Furthermore, to reduce the congestion and create more spacing, perhaps signage could be placed on the awnings valance. Staff has no concerns with the rear (south) façade signage, as it identifies the rear entrance. In fact, that signage matches the Clay Corner Studio signage on the front of the building, which staff feels is of appropriate design and size for a single sign. The concern is where additional signage is added after the fact that does not complement the existing signage.

Images



North Building Façade (Front)

North Signage (Front)



South Building Façade (Rear)



South Signage (Rear)



Former Signage Display

Name and Address		Parcel #	Alt Parcel #	Land Use
PDKB Holdings LLC 1497 Old Wausau Road Stevens Point, WI 54481		240832202653	240832202653	Store, Retail
		Property Address		Neighborhood
		1105 Main St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
PDKB Holdings LLC	8/28/2002	\$300,000	Warranty Deed	613375		Land & Build.
River City Renaissance LLC	12/30/1998	\$82,500	Quit Claim Deed	55	2570	Land & Build.
River City Renaissance LLC	7/8/1998	\$67,500	Warranty Deed	54	2620	Land & Build.
River City Renaissance LLC	7/8/1998	\$82,500	Warranty Deed	54	2619	Land & Build.

SITE DATA**PERMITS**

Actual Frontage	63.0	Date	Number	Amount	Purpose	Note
Effective Frontage	63.0					
Effective Depth	141.0					
Square Footage	8,883.0					
Acreage	0.204					

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$58,600	\$257,500	\$316,100
Total	\$58,600	\$257,500	\$316,100

LEGAL DESCRIPTION

PRT NE NW S32 T24 R8 BEG ON SL MAIN 226.08' W OF WL STRONGS TH E 63.70' TH S 120.71' TH W 2.45' TH S 19.29' TH W 61.25' TH N 140' TO POB & OUTLOT 1 CSM #3992-14-48 613375

PROPERTY IMAGE**PROPERTY SKETCH**

Name and Address		Parcel #	Alt Parcel #	Land Use
PDKB Holdings LLC 1497 Old Wausau Road Stevens Point, WI 54481		240832202653	240832202653	Store, Retail
		Property Address		Neighborhood
		1105 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1966	8,626	Masonry - Avg	14

Total Area

8,626

BASEMENT DATA**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Unfin Bsmnt	8,626				

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS**STRUCTURE DATA**

Site Improvement	Units	Age	40
		Year Built	1966
		Eff. Year	1973
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Retail - Vacant



HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
(715) 346-1567
(715) 346-1498
communitydevelopment@stevenspoint.com
<http://stevenspoint.com>

APPLICATION FOR DESIGN REVIEW

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	Date Submitted	Assigned Case Manager
Associated Permit(s) or Application(s) (if any)	Date Reviewed	Pre-Application Conference Date
Decision	Staff Signature	
Notes:		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Blonde & Beyond	Contact Name	Tina M. Brawlik
Address	1105 Main Street, STE A	Address	1101 Main Street
City, State, Zip	Stevens Point WI 54481	City, State, Zip	Stevens Point WI 54481
Telephone	715-218-0047	Telephone	715-344-6290 / 715-578-3299
Fax		Fax	715-344-6290
Email		Email	bartowenterprises@billspizza.shop.net

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (if needed)	
Owner's Name	PDKB Holdings LLC	Owner's Name	
Address	1101 Main Street	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-344-6290	Telephone	
Fax	715-344-6290	Fax	
Email	bartowenterprises@billspizza.shop.net	Email	

PROJECT SUMMARY

Subject Property Location (Please include Address and Assessor's Identification Number(s))		
Parcel 1	Parcel 2	Parcel 3
2408.32.2026.53		
Legal Description of Subject Property		
Part NE 1/4 S 32 T 24 R 8		
Area of Subject Property (Acres/Sq. Ft.)		Area of Building or Structure (Sq. Ft.)
0.204		

APPLICANT & OWNER INFORMATION SHEET

Any applicant for a design review request must provide the applicant's name, address, and respective ownership interest, if any, on the application. In addition, the applicant must provide, in the space provided on this form, a list of all the owners of the property and the holders of any deeds of trust, identifying which owners and holders of deeds of trust are represented by the applicant.

Application Number	Applicant's Name
	PDKB Holdings LLC

Property Address(es)
 1105 Main Street, Ste A.
 Stevens Point WI 54481

Applicant's Address
 1101 Main Street
 Stevens Point, WI 54481

NOTE: If the applicant is not the property owner, this form must be accompanied by a Power of Attorney statement from the property owner. Indicate as accurately as possible the form of interest in the property, and the amount held by the individual or entity listed as "applicant" above.

Fee Title Owner (Has Deed of Ownership)	All	<input checked="" type="checkbox"/>
	A Portion	<input type="checkbox"/>
Contract Owner	All	<input checked="" type="checkbox"/>
	A Portion	<input type="checkbox"/>
Holder of a Security Interest	All	<input type="checkbox"/>
	A Portion	<input type="checkbox"/>

List the names and addresses of all owners and holders of Deeds of Trust for the property, if any, and indicate which owners or holders of deeds of trust are represented by the applicant in the space below (please add additional pages, if needed).

PDKB Holdings LLC
 1497 Old Wausau Rd
 Stevens Point, WI 54481

Pat & Diana Bartow
 1497 Old Wausau Rd
 Stevens Point WI 54481

Karl Prazek
 Bonnie Brown
 3411 Plover Rd
 Plover, WI 54467

Signature of Applicant	Date Signed
Patricia O'Brien	8/29/13

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Historic Land Use Category	Current Use of Property	Proposed Use of Property	
	hair salon	hair salon	
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
Hanging Sign on front of Building			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done?			
no			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements?			
yes			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)?			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume, proportion, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at www.stevanpoint.com)			

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibit (if Any) (List)
Letter to District Alderperson (www.stevanpoint.com/Director)	<input checked="" type="checkbox"/>	
Photograph of Building or Structure	<input checked="" type="checkbox"/>	
Rendering of Elevation	<input type="checkbox"/>	
Site Plan (for additions and new construction)	<input type="checkbox"/>	Tax Bill Sign Invoice w/specifications

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner: (If not the Applicant)	Date
Jana M. Hawlik Office Manager	8/29/13	Patricia O. Behr	8/29/13

Invoice



Sales Invoice Number

629- 1095

Invoice Date

Tuesday, May 28, 2013

<p>Invoice To: Jalena Boden Blonde and Beyond 316 N. 3rd Street Wausau, WI 54403</p> <p>Phone Number: (715) 843-9300 Fax Number: Email: jalenaboden@gmail.com</p>	<p>Sales Person: Dan Smith Delivery / Order Notes:</p>
--	---

Your Order No.	Our Invoice Number 1085	Invoice Date 5/28/2013	Payment Due Payment is due upon placement of the order.
----------------	----------------------------	---------------------------	--

Product Code	Product Description	Qty	Sides	H x W	Unit Price	Total
1	Max Metal 3mm lightweight and durable aluminum composite material. Includes printed or applied vinyl graphics.	1	1	70 x 42	\$170.00	\$170.00
2	Vinyl HxW Printed or complex cut vinyl priced by H x W. Color: White	1	1	35 x 30	\$44.00	\$44.00
3	In-House Installation Installation of door graphic. Color: White	1	1	0 x 0	\$25.00	\$25.00

Payments Received (thank you)

Date	Amount	Payment Method	Tracking Number
7/3/2013 10:59:38AM	\$262.15	Check	1888
Total Payments:	\$262.15		

<p>Please Remit Payment To: FASTSIGNS 67 Stevens Point 5533 Clem's Way Stevens Point, WI 54482 Phone: (715) 345-7077 Fax: (715) 341-1796 Email: 629@fastsigns.com Salesperson: sales629@fastsigns.com</p>	<p>Line Item Total: \$238.00 Subtotal: \$238.00 Taxes: \$13.15 Total: \$262.15</p> <p>Total Payments: \$262.15 Balance Due: \$0.00</p>
<p>Payment Method Cash <input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/></p> <p>Number <input style="width:300px" type="text"/></p>	<p>Date Picked Up _____</p> <p style="text-align: center;">(Customer Signature)</p>

We appreciate the opportunity to serve you.



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 9/4/2013
Re: Façade Improvement Grant Program Update

During the past few weeks a letter was sent from the Community Development Department to property owners within the Downtown Design Review / Historic District informing them of the façade improvement grant program and design review process. In response, the Community Development Department has received several inquiries about the program. A few inquiries have been from non-profit or tax exempt businesses which are ineligible for grant funds, some from business/property owners who's proposed façade improvement activities borderline maintenance and others from residential property owners whom are also ineligible. As over 1/3 of the project funds have been exhausted or approved, and nearly two years have passed since the program's inception, the Commission may want to consider adjusting or modifying guidelines.

Staff has brought this to the Commission's attention to discuss the program guidelines and review process due to the recent interest in the program described above. Below you will find a list of potential alternatives for the circumstances above which are not all inclusive or recommendations by staff.

- Collect applications until February, upon which a review of all applications will occur to determine the best projects. Currently, the guidelines describe the application process as such: *"Applications will be accepted until all funds have been exhausted, with reviews beginning on February 1st of each year."*
- Lift certain restrictions, potentially allowing additional properties and owners to apply for funds.
- Continue to review complete applications individually as they are submitted.

Keep in mind the primary reason for the creation of this program was to stimulate exterior building façade improvements on historical buildings where the historical character and integrity has been lost overtime. Furthermore, it is not the intent to assist in funding general maintenance and upkeep activities or individual project activities, but rather the restoration and rehabilitation of entire building facades.

Façade Improvement Grant Program

Project Funding as of **08/29/2013**

	Applicant	Business / Project	Address	\$ Approved	\$ Reimbursed	\$ Total	Status
1	Debbie Roman Schrank & Jay Schrank	Specialized Computers	832 Main St.	\$ 16,425.00	\$ 16,425.00	\$ 16,425.00	Complete
2	Wilfred Fang	Ideal Custom Frames & Gifts	1040 Main St.	\$ 6,767.50	\$ 5,812.50	\$ 5,812.50	Complete
3	Jerry Kawski	The Wooden Chair	1059 Main St.	\$ 11,856.11	\$ 8,780.86	\$ 8,780.86	Complete
4	Troy Hojnacki	Graffiti's Turret	912 Main Street	\$ 5,431.25	\$ -	\$ 5,431.25	In Progress
5	Troy Hojnacki	1225 Second Street	1125 Second St.	\$ 21,670.00	\$ -	\$ 21,670.00	In Progress
6	Peter & Connie Spencer	Mattlin Building	920 Clark St.	\$ 14,145.50	\$ -	\$ 14,145.50	In Progress
7	Mark Grubba	Grubba Jewelers	949 & 937 Main Street	\$25,333.00	\$ -	\$ 25,333.00	In Progress
8	Jeffrey Brown	Kristin's Riverwalk	1140 Clark Street	\$ 10,389.60	\$ -	\$ 10,389.60	In Progress
TOTAL				\$ 112,017.96	\$ 31,018.36	\$ 107,987.71	

Project Funds	\$300,000.00
Awarded Funds	\$107,987.71
Available Funds	\$192,012.29