

AGENDA
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, September 3, 2014 – 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 July 9, 2014 HP/DRC meeting.
2. Request from Erika Heinen for design review to install 6 replacement pine double hung windows, and repair four front porch pillars at **1900 Clark Street (2408-32-1035-12)**.
3. Adjourn.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, July 9, 2014 –4:30 p.m.

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

PRESENT: Chairperson Lee Beveridge, Alderperson Mary Stroik, Commissioner Tim Siebert, and Commissioner Tom Baldischwiler.

ABSENT: George Hanson

ALSO PRESENT: Economic Development Specialist Kyle Kearns, Scott Gulan, and Joel Berens.

INDEX:

Discussion and possible action on the following:

1. Approval of the report from the June 5, 2014 HP/DRC meeting.
2. Request from Scott Gulan, representing Guu Inc., for façade improvement grant funds in the amount of \$17,679.455 and design review for exterior building work, including the installation of windows, doors, and covered stairs at **1140 Main Street (Parcel ID 2408-32-2029-31)**.
3. Adjourn.

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1. Approval of the report from the June 5, 2014 HP/DRC meeting.

Motion by Commissioner Siebert to approve the report from the June 5, 2014 HP/DRC meeting; seconded by Alderperson Stroik. Motion carried 4-0.

2. Request from Scott Gulan, representing Guu Inc., for façade improvement grant funds in the amount of \$17,679.455 and design review for exterior building work, including the installation of windows, doors, and covered stairs at **1140 Main Street (Parcel ID 2408-32-2029-31)**.

Economic Development Specialist Kearns introduced and described the grant project request, stating it involves the replacement of 12 windows and 3 doors, along with the construction of a covered stairwell. Mr. Kearns continued, stating that a second façade grant will likely be requested in the future for additional renovation and rehabilitation activities on the recently exposed north façade. Lastly, Mr. Kearns informed the commission of the recent approval given to the applicant to construct two apartment units on the second floor and extend the premise for the bar/tavern.

Scot Gulan, applicant, confirmed that the project has two parts, one that will begin later and involve renovations to the rear (north) façade with the creation of an overhang, patio, and outdoor seating area.

Chairperson Beveridge asked if a second exit exists on the second floor, to which Mr. Gulan replied two exits will exist, one on Main Street and the other on the north façade using the proposed covered stairwell.

The commission conversed about former occupants and businesses operating within the building. Mr. Gulan added that he purchased the building in 1996, after the previous owners performed several repairs.

Chairperson Beveridge asked the applicant why doors and windows are proposed to be changed to aluminum clad, as the existing wood doors offer an inviting feel. Mr. Gulan replied, the existing doors and storefront windows are 20 years old, and as the second floor proposed windows are aluminum clad the proposed first floor trim would match. Joel Berens, contractor, added that the building has a double entrance for the bar, however not for the apartment entrance.

Mr. Kearns asked which two doors are proposed to be replaced on the main (south) façade, to which Mr. Gulan stated both exterior doors. The interior or second door to the bar will remain.

Mr. Berens described that aluminum clad doors are more efficient, less maintenance, and less expensive; however, wooden doors can be installed if preferred by the commission. Mr. Berens went on further describing the vinyl insert windows on the second floor, and stated the proposed windows involve replacing window framing. Lastly, he described the windows on the western façade that need to be modified in order to meet building code for the apartments on the second floor.

Commissioner Siebert asked what window type is proposed. Mr. Berens responded slider or glider aluminum clad windows are proposed for four windows along the west façade. He also clarified that poured concrete exists above the windows that will be removed when the openings are enlarged, and replaced with matching brick around the new windows. Commissioner Baldischwiler questioned the existence of the poured concrete. Mr. Berens replied that it may be patch work performed to fix degrading masonry.

Mr. Kearns asked whether masonry costs, specifically for work around the windows, are requested for the façade grant, as the submitted bids do not include masonry work. Mr. Gulan said that any associated costs for masonry around windows would be minor and likely not included in the façade grant.

Commissioner Siebert asked for clarification regarding enlarging the western façade windows openings, to which Mr. Berens added that the window lines of all four windows currently do not match. In order to create flush window lines, two windows must be enlarged on the top and two on the bottom.

Mr. Kearns asked what color is proposed for the aluminum clad trim, to which Mr. Gulan replied that a dark bronze / charcoal color is proposed, which can be found on several recently renovated storefronts downtown.

Commissioner Siebert described the historic character of the wooden storefront doors, windows, and grids. The commission discussed at length the nature of the existing wood framing and potential for other window and door options, specifically, wooden frames, window panes, and grids on the storefront commercial doors and windows. Both the applicant and contractor, displayed their willingness and options to install wood windows and doors, matching the existing. Mr. Kearns stated that a condition can be added to the grant approval regarding wooden windows and doors, allowing staff and the chairperson to approve updated bids and additional costs. Mr. Berens added that masonry work may be included if wooden doors and windows are pursued, as the window anchors are attached to the brick. Removal will likely damage window and door jams. Furthermore, he described three solid window panes would be installed upon which framing and/or grids would be applied to represent window lites.

Chairperson Beveridge asked for clarification on the rear (north) façade. Mr. Gulan stated that this request involves installing two windows, a single door, and covered staircase. Mr. Kearns asked if

the rear windows will be enlarged and if the door will be moved the west. Mr. Gulan confirmed that the center door will be moved to the west where a window exists, allowing the former doorway to be transformed into a floor-to-ceiling window, along with the eastern existing window. All windows and doors on the rear (north) façade will be a dark bronze aluminum clad. Chairperson Beveridge asked for the apartment composition, to which Mr. Gulan replied, two apartment units consisting of a two-bedroom unit and a four-bedroom unit.

Mr. Kearns asked for the applicant to provide details for the covered staircase. Mr. Berens replied that the architect is still working on specifics for the staircase, however, it will likely be constructed of metal, both stairs and railings, along with the roof. The materials for the staircase would match that of the aluminum window and door cladding. Furthermore, state and city code may require certain design elements for safety that have not been finalized as the plan is being reviewed at the state level.

Commissioner Siebert questioned the plan for the existing utilities, to which Mr. Berens responded, informing that the utilities will remain, but will be hidden by a separate corridor under the anticipated overhang that will be proposed in the future.

Motion by Commissioner Siebert to approve the request by Scott Gulan for façade improvement grant funds in the amount of \$18,030.15 and design review for exterior building work, including the installation of windows, doors, and covered stairs at 1140 Main Street (Parcel ID 2408-32-2029-31) with the following conditions:

- The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project.
- Double hung second floor windows shall be installed where possible.
- The applicant shall install wood windows and doors including exterior wood finish for the first floor south façade and submit updated bids to be reviewed and/or approved by the chairperson and designated agent.
- Windows shall consist of wood and shall be permitted to be wrapped in aluminum cladding unless described in other conditions.
- All windows shall be clear and transparent except that on the south façade they shall be permitted to have a tint.
- All windows and doors, commercial and/or residential, including window trim shall match in color to be approved by the HP/DRC chairperson and designated agent unless described in other conditions.
- Gliding/sliding windows shall be installed along the east building façade.
- Windows and doors shall match that of the original window design.
- The applicant shall supply additional details regarding the stairwell, including design, materials, color, etcetera to be approved by the HP/DRC chairperson and designated agent.
- All windows shall match that exactly of the window opening, except that on the north and east façade renovation activities may incorporate creating new windows and/or door openings to be approved by the HP/DRC chairperson and designated agent.
- 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 \$18,030.15 and no individual cost 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
Storefront Windows (1st Floor–South Façade)	a. BET Bio Emergency Techs \$6,354.22	\$3,177.11
	b. C.R. Construction - \$7,853.85	\$3,926.925
Storefront Doors (South Façade)	a. BET Bio Emergency Techs \$3,256.78	\$1,628.39
	b. C.R. Construction - \$2,805.40	\$1,402.70
2nd Story South Façade Windows	a. BET Bio Emergency Techs \$7,467.35	\$3,733.675
	b. C.R. Construction - \$6,602.22	\$3,301.11
North Façade Windows	a. BET Bio Emergency Techs \$2,845.33	\$1,422.665
	b. C.R. Construction - \$4,401.48	\$2,200.74
North Façade Door	a. BET Bio Emergency Techs \$678.45	\$339.225
	b. C.R. Construction - \$966.15	\$483.075
Side Windows (East Façade)	a. BET Bio Emergency Techs \$2,256.78	\$1,128.39
	b. C.R. Construction - \$3,955.40	\$1,977.70
Exterior Stairwell (North Façade)	a. BET Bio Emergency Techs \$12,500.00	\$6,250.00
	b. C.R. Construction - \$9,475.80	\$4,737.90
TOTALS	a. BET Bio Emergency Techs - \$35,358.91	\$17,679.455
	b. C.R. Construction - \$36,060.30	\$18,030.15

seconded by Commissioner Baldischwiler. Motion carried 4-0.

3. Adjourn.

Meeting adjourned at 5:19 p.m.

Administrative Staff Report

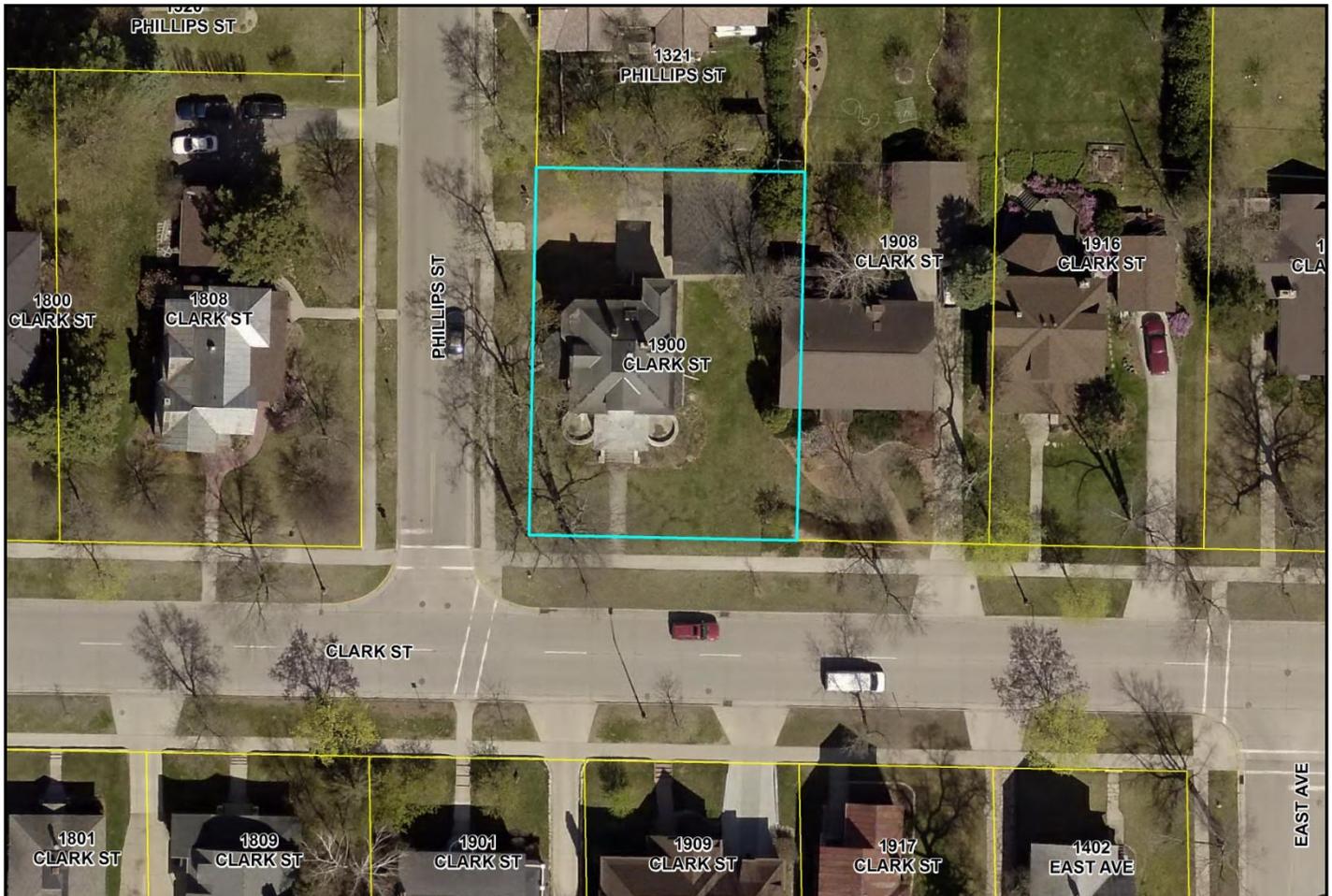


Window & Porch Pillar - Design Review 1900 Clark Street September 3, 2014

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

<p>Applicant(s):</p> <ul style="list-style-type: none"> Erika Heinen <p>Staff:</p> <ul style="list-style-type: none"> Michael Ostrowski, Director mostrowski@stevenspoint.com Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 2408-32-1035-12 <p>Zone(s):</p> <ul style="list-style-type: none"> "R-3" Single and Two-Family District <p>Council District:</p> <ul style="list-style-type: none"> District 3 – O'Meara <p>Lot Information:</p> <p>2408-32-1035-12</p> <ul style="list-style-type: none"> Actual Frontage: 88 feet Effective Depth: 120 feet Square Footage: 10,560 Acreage: 0.242 <p>Structure Information:</p> <ul style="list-style-type: none"> Year Built: addition 1906 (108 years) Number of Stories: 2 <p>Current Use:</p> <ul style="list-style-type: none"> Vacant Residential <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 22 Downtown Design Guidelines 	<p>Request</p> <p>Request from Erika Heinen for design review to install 6 replacement pine double hung windows, and repair four front porch pillars at 1900 Clark Street (2408-32-1035-12).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Parcel Data Sheet Application <p>City Official Design Review / Historic District</p> <ul style="list-style-type: none"> Clark Street Historic District <p>Staff Recommendation</p> <p>Based on the findings below, staff would recommend approving the design review request regarding the installation of windows and the renovation of porch pillars/columns, subject to the following condition(s):</p> <ol style="list-style-type: none"> Window trim and/or paint color shall match or compliment the eventual primary color of the home. Organic compounds and hand washing methods are recommended to be used to remove paint. Sandblasting and power washing shall be prohibited on any building feature. Only deteriorated or missing elements on the porch and pillars/columns shall be replaced with new materials that match the design of the original as closely as possible. Staff and the chairperson shall have the ability to approve additional building improvements activities which match the design guidelines, and compliment the home.
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Vicinity Map



Scope of Work



Erika Heinen is requesting design review to install windows and rehabilitate existing porch columns at 1900 Clark Street. The former residentially utilized structure was purchased with the intent for renovation and rehabilitation following historically accurate methods. Roof replacement, using shingles, and siding removal has already occurred, along with other minor maintenance activities. New, historically relevant siding was internally approved which includes portions of the original to be restored and/or replaced with similar historical lap siding. Several windows are broken and/or rotted and very inefficient, and the porch along with the porch pillars are severely degraded. Below are details regarding the proposed rehabilitation activities:

Windows

Number: 6 windows
 Dimensions: Varying
 Style: Double Hung
 Material: Wood – Pine

Porch Pillars/Columns

Number: 4 (south and west porches)
 Size: 2-story
 Material: Wood matching the existing and painted similarly in color.

CHAPTER 22: HISTORIC PRESERVATION

Division 5.02 **Regulation of Construction, Reconstruction, Alteration, and Demolition**

No owner or person in charge of a historic structure or historic site, or property located within a historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties or cause or permit any such work to be performed upon such property or demolish such property unless approval has been granted by the commission.

Upon the filing of any request for a design review certificate with the commission, the commission shall review the request in accordance with the design guidelines. If the commission determines that the application for a design review certificate and the proposed changes are consistent with the design guidelines, it shall issue the design review certificate. Upon the issuance of such certificate, any other required permits shall be obtained.

Guidelines of Review

WINDOWS

1. Retain and preserve historic windows and doors. All elements associated with historic windows and doors should be retained and preserved including frames, trim, sashes, muntins, glass, lintels, shutters, and hardware.
Analysis: The existing residential windows are deteriorated beyond repair, as the photos indicate. Replacement windows will match the original double hung design and be constructed of wood, specifically pine. Furthermore they will be replaced in existing openings.
Findings: This guideline is met. Staff would recommend that window trim and/or paint color match or compliment the eventual primary color of the home.
2. If replacement of a window or door unit is necessary, the new unit should be replaced to match the original in size, scale, material, detail, pane and/or panel configurations. Exterior aluminum clad is permitted to be installed on new wooden windows.

Please see comments above regarding new windows and doors.

WOOD GUIDELINES

1. Preserve and protect character defining wooden architectural features.
Analysis: The applicant will be preserving the existing porch and pillars. Unfortunately the windows are beyond repair and therefore are proposed to be replaced with wooden double hung windows similar to the existing.
Findings: This guideline is met.
2. Repair deteriorated wood by patching and splicing with a material of similar size, shape, and texture. Materials such as aluminum, vinyl, and veneer are not recommended on historic wooden structures:
Analysis: Materials for both windows and porch repair are proposed to be similar to the original in make, design, and color.
Findings: This guideline is met.

3. Proper preparation should be done prior to painting wood surfaces including:
 - a. Remove damaged paint down to the next sound paint layer using gentle techniques such as hand scraping and sanding. Sandblasting and high-pressure water treatments can damage historic wooden materials and should be avoided.

Analysis: No damaging methods of paint removal are proposed.

Findings: Staff would recommend the use of organic compounds to remove paint and would recommend prohibiting the use of sand blasting and pressure washing.

PORCHES AND ENTRYWAYS

1. Entryways and porches are important character-defining elements of a historic structure and should be retained and preserved. Important elements include steps, columns, balustrades doors, railings, brackets, roofs, cornices, and entablatures.

Analysis: Large two-story columns are proposed to remain and be repaired in rotted and degraded areas. Other areas of the porch may be repaired as well using similar materials matching the original.

Findings: This guideline is met.

*****Other standards within the design guidelines not specifically mentioned above have been reviewed and are met pertaining to the applicable proposed building improvement activities.**

After review of the proposed activities staff recommends approval of the installation of double hung wood windows, and renovation of the porch and pillars/columns at 1900 Clark Street.

Building Images



West Façade



South Façade



Windows



Windows



Upper Porch (South Façade)



Front Porch (South Façade)

Name and Address	Parcel #	Alt Parcel #	Land Use
James J Trelka & Erika K Heinen 1900 Clark St Stevens Point, WI 54481	240832103512	240832103512	Residential
	Property Address		Neighborhood
	1900 Clark St		294 Main & Clark Neighborhood
	Subdivision		Zoning
Display Note	Metes And Bounds		R3-TWO FAMILY

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
James J Trelka & Creative Home Finance LLC Secretary of Housing & BAC Home Loans Servicing LP Dennis P & Mary Ann Pelot Mary Ann Pelot	2/25/2013	\$100,000	Warranty Deed	782006		Land & Build.
	11/16/2012	\$0	Special Warranty Deed	778273		Land & Build.
	4/27/2012	\$173,600	Warranty Deed	770338		Land & Build.
	10/13/2010	\$207,200	Sheriff Deed	750460		Land & Build.
	1/3/2008	\$158,462	Quit Claim Deed	712646		Land & Build.
	11/8/2006	\$166,500	Warranty Deed	696504		Land & Build.

SITE DATA

PERMITS

Actual Frontage	88.0	Date	Number	Amount	Purpose	Note
Effective Frontage	88.0	6/10/2013	13-0252	\$8,000	090 Roof/Strip & re-ro	
Effective Depth	120.0	6/10/2013	13-0252	\$2,000	024 Exterior Renovati	frt porch repair; remov
Square Footage	10,560.0					
Acreage	0.242					

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$15,000	\$104,400	\$119,400
Total	\$15,000	\$104,400	\$119,400

LEGAL DESCRIPTION

PT SENE:COM 42' E & 88.5' S SE/C L1 BLK 15 S B & P ADD TH SLY TO NL CLARK ST; TH E ON NL CLARK ST 88.5' M/L TO EL OF W 22.5' LOTS 3 & 4 BLK 1 BOY & ATWELL ADD; TH NLY ALG SD EL 126' M/L; TH WLY 88.5' TO POB DES 618814 S32 T24 R8 782006

DWELLING DATA (1 of 1)

Style	07 Old Style			Basement	Full	Exposed	No
Ext. Wall	Alum / Vinyl / Steel			Heating	Basic		
Story Height	2	Age	74	Fuel Type	Gas		
Year Built	1906	Eff. Year	1940	System Type	Hot Water		
Class	(1) - A-Residential			Total Rooms	7	Bedrooms	2
Int. Cond. Relative to Ext.	Interior Same As Exterior			Family Rooms	0		
Physical Condition	Average			Full Baths	2	Half Baths	1
Kitchen Rating	Average			Bath Rating	Average		

FEATURES

ATTACHMENTS

Description	Units	Description	Area
Fireplace	2	Concrete / Masonry Patio	100
Openings	2	Concrete / Masonry Patio	100
Additional Plumbing Fixtures	2	Enclosed Frame Porch	60
		Open Frame Porch	84
		Enclosed Frame Porch	20
		Open Frame Porch	168

Name and Address		Parcel #	Alt Parcel #	Land Use
James J Trelka & Erika K Heinen 1900 Clark St Stevens Point, WI 54481		240832103512	240832103512	Residential
		Property Address		Neighborhood
		1900 Clark St		294 Main & Clark Neighborhood
		Subdivision		Zoning
Display Note		Metes And Bounds		R3-TWO FAMILY

LIVING AREA

Description	Gross Area	Calculated Area
Basement	1,040.0	
Finished Basement Living Area	0.0	0.0
First Story	1,040.0	1,040.0
Second Story	1,040.0	1,040.0
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		2,080.0

DETACHED IMPROVEMENTS

Description	Year Built	Square Feet	Grade	Condition
Garage - Detached Frame/ Block	1986	832.0	C	Average

PROPERTY IMAGE



PROPERTY SKETCH



**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	8/26	Assigned Case Manager	Kyle Kearns
Associated Permits or Applications (if any)	-			Pre-Application Conference Date	8/15
Decision		Date Reviewed		Staff Signature	
Notes:					

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Jim Treike	Contact Name	Erika Heinen
Address	1900 Clark St	Address	1900 Clark St
City, State, Zip	St Pt WI 54481	City, State, Zip	St Pt WI 54481
Telephone	715 570 1833	Telephone	715 843 0799
Fax	-	Fax	
Email	-	Email	eheinen29@yahoo.com

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name		Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
1900 Clark St		
Legal Description of Subject Property		
2408-32-1035-12		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
0.24 Acres		2080

Current Zoning District(s) <i>R-3 Two Family</i>		Current Historic District(s) - Local, State, National <i>Clark St. District</i>	
Designated Future Land Use Category <i>Residential</i>	Current Use of Property <i>Residential</i>	Proposed Use of Property <i>Residential</i>	
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) <i>Repair the four front porch pillars using constr. grade wood Replace 6 windows that have broken glass, rotted frames, broken latches with Anderson wood replacement double hung pine. 2. Sept - Oct 2014 (before snow)</i>			
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? <i>NO - Keeping with the same as original size scale material ect</i>			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. <i>yes</i>			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? <i>yes</i>			
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) <i>yes</i>			

EXHIBITS

Letter to District Alderperson (www.stevenspoint.com/Directory)	<input type="checkbox"/>	Additional Exhibits If Any (List):
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 <i>Erika Han</i>	Date <i>8/25/14</i>	Signature of Property Owner(s)	Date