

AGENDA  
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, December 3, 2014 – 4:00 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 November 5, 2014 HP/DRC meeting.
2. Request from Noah Eschenbauch for an amendment to the façade improvement grant contract to exclude masonry activities, allowing for partial reimbursement at **925-33 Clark Street (Parcel ID 2408-32-2019-02)**.
3. Adjourn.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, November 5, 2014 –4:00 p.m.

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

PRESENT: Alderperson Mary Stroik, Commissioner Tim Siebert, Commissioner George Hanson, Commissioner Tom Baldischwiler, and Commissioner Karl Halsey.

EXCUSED: Chairperson Lee Beveridge

ALSO PRESENT: Director Michael Ostrowski and Associate Planner Kyle Kearns.

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INDEX:

Discussion and possible action on the following:

1. Approval of the report from the September 17, 2014 HP/DRC meeting.
2. Request from Hope & Domenico Gallo to place a 10 foot by 16 foot accessory shed at **1808 Clark Street (2408-32-1036-15)**.
3. Downtown façade improvement grant program summary.
4. Plaques for historic buildings.
5. Adjourn.

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Motion by Commissioner Hanson to nominate Commissioner Siebert to chair the meeting; seconded by Alderperson Mary Stroik. Motion carried 4-0.

1. Approval of the report from the September 17, 2014 HP/DRC meeting.

**Motion by Alderperson Mary Stroik to approve the report from the September 17, 2014 HP/DRC meeting; seconded by Commissioner Hanson. Motion carried 4-0**

2. Request from Hope & Domenico Gallo to place a 10 foot by 16 foot accessory shed at **1808 Clark Street (2408-32-1036-15)**.

Economic Specialist Kyle Kearns explained that the proposed shed already exists on site had has not received proper approval by the commission. The shed currently sits on blocks, as the applicant was unsure of the permanent placement and foundation. Mr. Kearns indicated that the design guidelines state the shed should be in the portion of the property that is located furthest back from any right-of-way. Furthermore, as it is visible along Phillips Street, a condition has been added to screen the structure. Also, staff is recommending a paint scheme to match the primary structure.

Commissioner Halsey asked if it was permissible to have three structures on a property, to which Director Ostrowski state you are allowed to have up to 900 square feet of accessory structures.

Commissioner Siebert pointed out the structure is out of place with the style and color of the house. Commissioner Hanson suggested if they paint trim around windows and doors, similar to the home using a three color scheme the shed would match much better. Furthermore, Commissioner Hanson pointed out the existing detached garage which has a vinyl white garage door and plywood garage door that does not meet the design guidelines.

Commissioner Siebert identified that the staff recommendations do not address the door of the shed which does not match the home. He is not in favor of shed door due to its barn-like appearance.

**Motion by Commissioner Hanson to approve the 10 foot by 16 foot accessory shed at 1808 Clark Street (2408-32-1036-15) with the following conditions:**

- **The shed shall be painted using a three color scheme, matching the primary structure. Furthermore, the applicant shall submit colors to be reviewed by the chairperson and designated agent.**
- **The shed shall be permanently positioned in the northwest part of the property.**
- **Screening in the form of bushes, shrubs, or flowers shall exist along the east side of the shed if the shed is positioned to face east.**
- **Applicable zoning requirements within the district regarding accessory structures shall be met.**
- **Applicable building permits shall be obtained from the Community Development Department.**
- **The chairperson and designated agent shall have the ability to approve minor changes or substitutions.**

**seconded by Commissioner Halsey.**

**Commissioner Hanson amended the motion adding the following condition:**

- **An approved hard surface shall be installed to serve as a foundation for the shed prior to permanent placement on the property. The hard surface shall be approved by the chairperson and designated agent.**

**Commissioner Halsey confirmed the amendment and seconded.**

**Motion carried 4-0.**

3. **Downtown façade improvement grant program summary.**

Director Ostrowski stated a façade improvement grantee has recently submitted receipts for reimbursement. Mr. Kearns added those numbers have not been included in the spreadsheet presented in the memo, but approximately \$166,000.00 of the grant funds have been allocated.

This does take into consideration what has been reimbursed and what has been approved. The fund balance is approximately \$133,000.00 of which can still be awarded. Commissioner Siebert asked if there has been any more discussion as to putting more money towards this. Director Ostrowski stated the program has been well received and has the possibility to receive more funds. The potential exists to utilize approximately \$60,000 from a dormant downtown loan program. Also, the potential exists for a shift of focus towards historic neighborhoods and the creation of programs for home owners.

4. Plaques for historic buildings.

Mr. Kearns explained his research regarding plaques was performed at the State and National level, of which references for different contractors were recommended. He narrowed it down to three companies who would be the most cost effective.

Commissioner Hanson asked how many plaques we would be purchasing, to which Mr. Kearns stated it is up to the commission. Plaques can be provided to the properties which received the façade grant; eleven in total thus far. Commissioner Hanson then asked about the wording on the plaques, as well as, a starting and ending point of plaque distribution, such as a walking tour. Mr. Kearns stated the exact wording would be determined by the commission and can include construction dates or other information. He also suggested a pamphlet which could provide further information regarding buildings, along with a historical walking tour.

Commissioner Siebert questioned why we don't have a plaque identifying our historic districts prior to entering, and also stated a plaque requires a building owners' permission. Commissioner Halsey pointed out that if they are receiving the funds, most property owners wouldn't mind a plaque. Director Ostrowski added that all the buildings downtown could be analyzed prior to the installation of plaques. Commissioner Hanson likes the idea and would like to see what the property owners think about the funds and the plaques. Director Ostrowski stated the Association of Downtown Businesses, which has reformulated, could be used as a resource when utilizing the plaques.

5. Adjourn.

**Meeting adjourned at 4:45 p.m.**



# Memo

## Community Development

City of Stevens Point  
 1515 Strongs Avenue  
 Stevens Point, WI 54481  
 Ph: (715) 346-1567 • Fax: (715) 346-1498

**City of Stevens Point – Department of Community Development**

To: Historic Preservation / Design Review Commission  
 From: Plan Staff  
 CC:  
 Date: 12/3/2014  
 Re: Request from Noah Eschenbauch for an amendment to the façade improvement grant contract to exclude masonry activities, allowing for partial reimbursement at **925-33 Clark Street (Parcel ID 2408-32-2019-02)**.

Noah Eschenbauch, owner of 925-33 Clark Street, was approved for \$11,766.06 in March of 2014 to perform the below activities to his building on Clark Street. A summary of activities and associated actual costs is below.

Activity	Contractor / Work	Full	Approved Half	Actual Full	Actual Half	Difference	Reimbursement
2nd Story North Façade Windows	A & I Exteriors & Home Improvements Inc.	\$5,434.12	\$2,717.06	\$5,434.12	\$2,717.06	\$0.00	\$2,717.06
Storefront Windows & Doors	Esser Glass Inc.	\$14,098.00	\$7,049.00	\$14,848.00	\$7,424.00	\$375.00	\$7,424.00
Masonry	Thomas Masonry	\$4,000.00	\$2,000.00	\$2,055.02	\$1,027.51	\$972.49	\$1,027.51
<b>TOTAL</b>		<b>\$23,532.12</b>	<b>\$11,766.06</b>	<b>\$22,337.14</b>	<b>\$11,168.57</b>		<b>\$11,168.57</b>

Windows: The total amount approved for second floor windows was \$5,434.12. Second floor window related activities were exactly to the approved amount above.

A total of \$14,098.00 was approved for the storefront windows. Storefront window related activities totaled slightly more than the approved amount at \$14,848.00. This increased amount of \$750.00 was for the following activity: increase in height on return window and immediate door frames; was not included within the original approval, however, can be covered for reimbursement as the increased costs when combined are lower than the other submitted bids. Furthermore, the cost is under the maximum façade grant award amount.

Masonry: A total of \$4,000.00 was approved for masonry related activities. Masonry work was much lower than the approved amount, at \$2,055.02.

The applicant has requested façade grant fund reimbursement as the project has been completed, however, after review, masonry activities performed do not match the design guidelines and conditions of approval. Design guidelines and conditions of approval not met are identified below.

Guidelines:

- Deteriorated masonry units should be repaired rather than replaced using materials that match the original in size, texture, color, and overall appearance. Synthetic materials are not recommended on historic structures for the wholesale covering of a structure.
- When repair to mortar joints is needed due to cracks, missing and crumbling mortar, and loose bricks, use proper techniques for re-pointing.
  - a. Remove deteriorated mortar by hand raking rather than using electric saws and hammers than can damage the brick.
  - b. Original texture, color, width, strength and profile of the historic mortar joints should be matched. Type N mortar should be used as defined by the American Society for Testing and Materials (ASTM).
  - c. Re-pointing with mortar that is stronger than the original, such as Portland cement, can cause brick to crack, break or spall. In re-pointing mortar joints, mortar of appropriate PSI should be used.

Conditions of Approval:

- Type N mortar as defined by the American Society for Testing and Materials (ASTM) shall be used, matching in color and texture to the original mortar.
- No funds shall be disbursed until project is fully completed.

The brick mortar used seems to leach outside of the joints onto the brick in certain areas. Furthermore, the brick mortar used does not match in color with existing mortar.

The applicant is requesting an amendment to the contract which would allow for partial reimbursement for activities other than masonry which totals \$10,141.06. Furthermore, the applicant has indicated that as winter has arrived it makes it very difficult to correct the masonry. The applicant has stated that the additional \$1,027.51 is incentive enough for the masonry to be corrected when the weather allows.

Staff would recommend denying the request to amend the façade improvement grant to allow for partial reimbursement, as the conditions of approval were added to ensure the project would meet design guidelines. If amended and partial reimbursement is awarded, no mechanism exists to ensure the applicant corrects the masonry, except for fines.

Staff would recommend that the owner repair the masonry to meet the conditions of approval. Staff would recommend to allow for the remaining funds in the masonry component of the budget (\$972.49 with an equal private match) in the contract to be utilized for this purpose. If costs exceed this amount, no further grant funds would be awarded to cover the corrections. If the current weather situation is a concern, staff would recommend that this project be completed no later than April 30, 2015.

Photos

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North Façade - Before



North Façade - After



West Façade - Before



West Façade After



West Façade Window - Before



West Façade Window - After



THOMAS MASONRY  
 2936 County Road Y  
 Stevens Point, WI 54482

Invoice

Date	Invoice #
6/30/2014	300

Bill To
Noah Eshenbauch

Cell 715-252-6156

Fax 715-344-9171

Terms

Description	Amount
Tuckpointing 43 man hrs @ \$40.00/hr	1,720.00
Lift	150.00
materials	185.02
<p><i>Paid Full</i>  <i>10/31/14</i>  <i>[Signature]</i></p>	

All invoices that are not paid within 30 days will be charged 18% APR. Thank you for your prompt payment.

**Total** \$2,055.02

# Stevens Point Rentals LLC. – 925-33 Clark Street Façade Improvement Grant Agreement

**Between the City of Stevens Point and Stevens Point Rentals LLC.**

Project Approved by the Historic Preservation / Design Review Commission: March, 5, 2014

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## Façade Improvement Grant Agreement

THIS FAÇADE IMPROVEMENT GRANT AGREEMENT is made and entered into as of the 9<sup>th</sup> day of April, 2014 by and between the City of Stevens Point, Wisconsin, a Wisconsin municipal corporation (the "City"), and Stevens Point Rentals LLC., (the "Grantee").

### Recitals

**WHEREAS**, the City has established a Façade Improvement Grant Program designed to stimulate improvement to the exterior of commercial or mixed-use buildings; and

**WHEREAS**, the Grantee owns a building that is eligible for Façade Improvement Grant funds and wishes to access such funds; and

**WHEREAS**, the Grantee is willing to make exterior improvements in accordance with the rules, requirements, and recommendations of the City, if Grantee receives such funds; and

**WHEREAS**, the City is willing to provide grant funds as set forth herein, and has determined that this Agreement is in the public interest.

**NOW THEREFORE**, in consideration of the promises and mutual obligations of the parties contained herein, each of them does hereby represent, covenant, and agree with the other as outlined in this Agreement.

### Purpose of Agreement

The parties hereto are entering into this Façade Improvement Grant Agreement for the improvement of a building façade within the City of Stevens Point. Further, the parties have reached an understanding regarding participation in the future improvements and intend to enter into this Façade Improvement Grant Agreement to record the understandings and undertakings of the parties and to provide a framework within which the improvement may proceed.

## Part 1. Approval

The Historic Preservation / Design Review Commission of the City of Stevens Point granted Stevens Point Rentals LLC. façade improvement grant funds in the amount not to exceed \$11,766.06 unless otherwise stipulated within the conditions of approval on March 5, 2014 applicable to the property located at 925-33 Clark Street (Parcel ID 2408-32-2019-02). Included with that approval were conditions in which Grantee needed to comply with at this property.

## Part 2. Improvements

Grantee, in accordance with the provisions of Chapter 22 - Historic Preservation / Design Review, of the Revised Municipal Code of the City, the Design Guidelines of the City, and the Façade Improvement Grant Program Guidelines of the City, was granted the above approval to make the following Improvements at the aforementioned property:

- Install 8 new second story aluminum clad single or double hung residential windows along Clark Street with colonial grid inserts.
- Install 3 new dark bronze aluminum clad storefront doors and trim,
- Install new dark bronze aluminum clad storefront windows, transoms and trim.
- Retuckpoint and install new brick on the northern and western façades.

Improvements, as required by this Agreement, will be installed as herein provided and within the time limits set forth herein. Nonperformance of installation of said improvements shall not be allowed and it is Grantee's primary obligation to perform.

## Part 3. Plans, Specifications, and Documents

Grantee has filed with City the attached plans, specifications, and documents, collectively referred to as the "Façade Improvement Plans" pursuant to various requirements:

- A. Grantee Improvement Site location map is attached hereto and labeled as Exhibit A.
- B. Grantee owns a parcel of land located within the City at 925-33 Clark Street, Parcel ID 2408-32-2019-02 ("Property"). A description of Property, through the Property Data Sheet is attached hereto and labeled as Exhibit B. Grantee agrees and understands that the approved façade improvement grant funds, and the business conducted thereon, is only applicable to Property as approved by the Historic Preservation / Design Review Commission.
- C. Grantee application for façade improvement grant funds is attached hereto and labeled as Exhibit C.
- D. Architectural drawings of the building and associated sketches showing the design characteristics and treatment of exterior elevations of the improvements to the building are attached hereto and labeled as Exhibit D. The product and color sample board(s) will be considered an unnumbered Exhibit. Any exterior building changes, including any color changes, must be reviewed and approved by the Historic Preservation / Design Review Commission before any of that work can proceed.

- E. Contractor bids for the proposed work are attached hereto and labeled as Exhibit E.
- F. Proof of insurance for the Property is attached hereto and labeled as Exhibit F.
- G. It is mutually agreed that all terms and conditions pertaining to the improvements as imposed by the Historic Preservation / Design Review Commission as set forth in their official minutes attached hereto and labeled Exhibit G, are made a part hereof by reference and fully set forth herein.

#### Part 4. Conditions of Approval

This Agreement shall incorporate the recommendations of the Historic Preservation / Design Review Commission. In addition, the following terms and conditions, among others, but not limited to, are included within this Agreement:

- The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project.
- The applicant shall notify the designated agent and Commission chairperson subsequent to the removal of existing storefront materials upon which adequate review will occur relating to the renovation and rehabilitation activities proposed for the storefront.
- Type N mortar as defined by the American Society for Testing and Materials (ASTM) shall be used, matching in color and texture to the original mortar.
- All windows, commercial and/or residential, including window trim shall match in color.
- Second story, storefront windows shall match that of the original window design.
- All windows shall match that exactly of the window opening, except that on the east side of the building the windows will not have a rounded top, but rather an insert.
- Storefront doors and door framing shall match in color and material to the residential storefront windows.
- Mullions shall be carried across the entire storefront including those for the middle storefront entrance.
- The applicant shall submit an updated bid from K & W Glass Inc. for renovation and rehabilitation of the first floor storefront including all applicable improvement activities to be reviewed by the designated agent and Commission chairperson.
- The building name and date plate on the north façade shall be maintained.
- 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.
- Any additional renovation and rehabilitation activities to the exterior façade not included within this façade grant and design review request shall be prohibited unless approval is received by the commission and/or designated agent.
- The maximum City participation shall not exceed \$11,766.06 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	Details	Proposed Matching Grant Assistance
2nd Story North Façade Windows	A & I Exteriors – \$5,434.12 (includes materials – \$3,719.84, labor – \$800.00, wrapping – \$800.00 & disposal – \$114.28)	\$2,717.06
Storefront Windows & Doors	Esser Glass Inc. – \$14,098.00 (includes soffit returns – \$698.00)	\$7,049.00
Masonry	Thomas Masonry – \$4,000.00	\$2,000.00
<b>TOTAL (Lowest Bid)</b>		<b>\$11,766.06</b>

**Part 5. Grantee Warranties and Representations**

The Grantee makes the following warranties and representations as the basis for the undertaking on its part herein contained:

- A. Grantee is a Wisconsin limited liability company, duly organized and in good standing under the laws of the State of Wisconsin, and is not in violation of any provisions of its Articles of Organization, Operating Agreement, or the laws of the State of Wisconsin, has the power to perform its obligations hereunder and has duly authorized the execution, delivery, and performance of this Agreement by proper company action.
- B. Grantee will control the construction of the Improvements on the Property.
- C. The parties signing below for Grantee warrant that they have full power and authority to execute this Agreement on behalf of Grantee, and to bind Grantee to the Agreement.
- D. Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in the breach of the terms, conditions or provisions of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which Grantee is now a party or by which is bound, or constitutes a default under any of the foregoing.
- E. It is the total responsibility of Grantee to assure and guarantee that the stated Improvements are complete as approved herein, and that all conditions are fully complied with. Any deviation from the approved plans or conditions shall be considered default.
- F. Following the completion of the Improvements, Grantee shall maintain the Property in a good and presentable condition and shall promptly repair any damage. Grantee shall maintain adequate property insurance for such purpose.
- G. Grantee agrees that no part of Property will not be sold, transferred, conveyed, and/or used in any manner that would render it exempt from general property taxes.

**Part 6. Timeline for Completion**

If not otherwise approved by the Historic Preservation / Design Review Commission, all work shall be completed within one year from the signing of this Agreement.

## Part 7. Funds Reimbursement

Reimbursement of funds shall be limited to the amount indicated in part 4 of this agreement. **Projects approved for matching grant assistance will be required to submit a written request to release the funds upon completion of the entire project.** Copies of all paid invoices and receipts related to the façade improvements must accompany the request for release of funding. Invoices and receipts shall clearly explain the related work (i.e. \$ for square feet of brick cleaning).

The Historic Preservation / Design Review Commission reserves the right to refuse reimbursement in whole or part for work that:

- Does not conform to the program design guidelines.
- Do not conform to the proposal submitted with your application and authorized by the HP/DRC.
- Are not completed within one year from the date the project was approved for funding.
- Do not meet the requirements of this agreement.
- Is not completed in a workmanlike manner.

## Part 8. Permits and Approvals

Grantee's obligations under this Agreement are contingent on obtaining permits and other City approvals necessary for the construction. Grantee shall make all reasonable efforts to obtain such permits and approvals in a timely manner. Grantee understands that this Agreement cannot obligate the City to issue any such permits or approvals.

## Part 9. Assignment

This Agreement shall be binding upon Grantee's successors and assigns, and notice of said Agreement shall be recorded or filed in the Register of Deeds Office for Portage County.

Grantee may not assign this Agreement to any individual, firm, partnership, or corporation without the approval of the City, which approval shall not be unreasonably withheld and which shall be deemed granted if not withheld by written notice to Grantee from City given on or before forty five (45) days after Grantee requests in writing that City consent to an assignment of this Agreement. If an assignment is made, all terms, provisions, and conditions contained in this Agreement, shall be binding on Grantee's successors in interest, whether such successor shall become the lessee or sub-lessee of all or part of Property.

## Part 10. Default Provisions

### Division 10.01 Notice of Default

In the event either party is in default hereunder (the "Defaulting Party"), the other party (the "Non-defaulting Party) shall be entitled to take any action allowed by applicable law by virtue of said default provided that the non-defaulting party first gives the Defaulting Party written notice of default

describing the nature of the default, what action, if any, is deemed necessary to cure the same and specifying a time period of not less than thirty (30) days in which the default may be cured by the Defaulting Party.

#### **Division 10.02 Remedies upon Grantee's Default**

In the event Grantee defaults under the terms of this Agreement and fails to cure the default after a notice within the time period provided pursuant to Division 10.01, then City without prejudice to any other rights or remedies afforded to the City by applicable law may compel conformance of this Agreement by bringing an action for a specific performance hereof and/or not award the Grantee the funds identified in Part 1 of this Agreement.

### **Part 11. Notices**

All notices, demands, certificates or other communications under this Agreement shall be sufficiently given and shall be deemed given when hand delivered or when mailed by first class mail, postage prepaid, property addressed as indicated below:

To the Grantee: Noah Eschenbauch  
Stevens Point Rentals LLC.  
P.O. Box 489  
Stevens Point, WI 54481

To the City: City Clerk  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481

Any party may, by written notice to the party(ies), designate a change of address for the purposes aforesaid.

### **Part 12. Nondiscrimination**

With the performance of work under this Agreement, the Grantee agrees not to discriminate against any employee or applicant for employment nor shall the improvements or any portion thereof be sold to, leased, or used by any party in any manner to permit discrimination or restriction on the basis of race, religion, marital status, age, color, sex, sexual orientation, physical condition, disability, national origin, or ancestry and that the construction and operation of the improvements shall be in compliance with all effective laws, ordinances, and regulations relating to discrimination on any of the foregoing grounds. The construction and operation of the improvements shall be in compliance with all effective laws, ordinances, and regulations relating to discrimination on any of the foregoing grounds.

Nothing in this section shall prohibit discrimination based on age or family status with respect to housing for older persons as permitted by applicable federal and state law.

### **Part 13. No Personal Liability**

Under no circumstances shall any alderperson, officer, official, commissioner, director, member, partner, or employee of the City, have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability.

## **Part 14. Miscellaneous Provisions**

### **Division 14.01 Future Improvements**

Grantee agrees that any future exterior changes or improvements, and/or any changes or improvements under the review of the City via a city ordinance or other similar regulation, will comply with the requirements of said ordinance or regulation, and recommendation as required by such governing body. Failure to comply with such regulation shall be considered default, and Grantee shall be required to reimburse City the full amount of the grant award indicated in Part 1, plus CPI adjusted annually.

### **Division 14.02 Cooperation with Grants**

If necessary, Grantee shall work with and cooperate with City in providing data and information necessary for City to comply with the provisions or requirements in connection with a State or Federal grant or other funding applicable to and benefiting the Improvements.

### **Division 14.03 Entire Agreement**

This document contains the entire agreement between Grantee and the City and it shall inure to the benefit of and shall be binding upon the parties hereto and the respective heirs, executives, successors and assigns. This Agreement may be modified only by a written Amendment signed by the parties, which Amendment shall become effective upon the recording in the Office of Register of Deeds for Portage County.

### **Division 14.04 Modification of Agreement**

An instrument in writing signed by Grantee and the City may only modify this Agreement.

### **Division 14.05 Survival of Warranties, Representations, and Agreements**

Any warranty, representation, or agreement herein contained shall run with the land.

### **Division 14.06 Governing Law**

The internal laws of the state of Wisconsin shall govern this Agreement.

### **Division 14.07 Captions**

The captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any of the provisions of this Agreement.

### **Division 14.08 Counterparts**

This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

**Division 14.09 Severability**

If any provisions of this Agreement shall be held or deemed to be or shall, in fact, be inoperative or unenforceable as applied in any particular case in any jurisdiction or jurisdictions or in all jurisdictions, or in all cases because it conflicts with any other provision or provisions hereof or any constitution or statute or rule of public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever.

**Division 14.10 City Authorization**

The execution of this Agreement by the City was authorized by the Historic Preservation / Design Review Commission on the Fifth day of March, 2014.

IN WITNESS WHEREOF, the parties have duly executed this Agreement, or caused it to be duly executed, as of the 9<sup>th</sup> day of April, 2014.

THE CITY OF STEVENS POINT, WISCONSIN

BY: [Signature]  
Honorable Andrew J. Halverson, its Mayor

Attest:

[Signature]  
Andrew Lee Beveridge  
By: Its Chairperson

STATE OF WISCONSIN)

:SS

COUNTY OF PORTAGE)

Personally came before me this 1<sup>st</sup> day of April, 2014, Andrew J. Halverson, Mayor, and Andrew Lee Beveridge, Chairperson, of the above-named City of Stevens Point, Wisconsin, to me known to be the persons who executed the foregoing instrument and to me known to be such Mayor and Chairperson, and acknowledged that they executed the foregoing instrument as such officers as the deed of said City of Stevens Point, by its authority.

[Signature]  
Notary Public, State of Wisconsin

My commission expires: 04/17/16

Approved as to form this 3<sup>rd</sup> day of April, 2014.

BY: [Signature]  
A. Logan Beveridge, Its Attorney

Stevens Point Rentals LLC.

A Wisconsin Limited Liability Corporation

Date: 4-9-14

By: [Signature]  
Noah Eschenbauch, its Owner

STATE OF WI

COUNTY OF Portage :ss

Personally came before me this 9th day of April, 2014, Noah Eschenbauch of the above-named Corporation, to me known to be the person who executed the foregoing instrument and to me known to be such member/manager of said Corporation and acknowledged that he executed the foregoing instrument as such officer as the deed of said Corporation, by its authority.

[Signature]  
Notary Public, State of WI

My commission expires: 04-17-16

Exhibit A. Improvement Site



Exhibit B - Property Data  
GVS Property Data Card

Stevens Point

2/24/2014 3:47:38 PM

Name and Address	Parcel #	Alt Parcel #	Land Use
Stevens Point Rentals LLC 2826 Hay Meadow Dr Stevens Point, WI 54482	240832201902	240832201902	Store, Retail/Apts/Warehouse
	Property Address		Neighborhood
	925-33 Clark St		Cntrl Bus & 2nd St area(Comm)
	Subdivision		Zoning
Display Note	S E & Other Plat		B3-CENTRAL BUSINESS

*OWNERSHIP HISTORY*

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Stevens Point Rentals LLC RREF HB-WI NMM LLC	8/22/2013	\$144,900	Special Warranty w/Add'l	788780		Land & Build.
	4/5/2013	\$721,600	Sheriff Deed	783464		Land & Build.

*SALE DATA*

*REMARKS*

Actual Frontage	48.0	Date	Number	Amount	Purpose	Note
Effective Frontage	48.0	12/13/2013	13-0716	\$12,980	020 Electrical	36 x 48 cabinet 3 x 6
Effective Depth	90.0	4/3/2007	34614	\$1,500	099 Sign	
Square Footage	4,320.0	2/15/1994	23996	\$1,000	099 Sign	
Acreage	0.099					

*VALUATION SUMMARY*

Class	Land	Improvements	Total
(2) - B-Commercial	\$28,500	\$114,400	\$142,900
<b>Total</b>	<b>\$28,500</b>	<b>\$114,400</b>	<b>\$142,900</b>

*LEGAL DESCRIPTION*

W 48' OF N 90' LOT 3 BLK 11 S E & O ADD S32 T24 R8 788780 791243-SOC

*PROPERTY IMAGE*

*PROPERTY SKETCH*



02.08.2008

2/24/2014 3:47:39 PM

GVS Property Data Card

Stevens Point

Name and Address		Parcel #	Alt Parcel #	Land Use
Stevens Point Rentals LLC 2826 Hay Meadow Dr Stevens Point, WI 54482		240832201902	240832201902	Store, Retail/Apts/Warehouse
		Property Address		Neighborhood
		925-33 Clark St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note	S E & Other Plat		B3-CENTRAL BUSINESS	

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1918	2,800	Masonry - Avg	14
1	2	Apts (C avg)	1918	2,800	Masonry - Avg	12
1	3	Warehse, Storage (C avg)	1940	1,960	Masonry - Avg	13

<b>Total Area</b>				7,560		
-------------------	--	--	--	-------	--	--

**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Unfin Bsmnt	2,800				

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	54
		Year Built	1918
		Eff. Year	1960
		One Bedroom	4
		Two Bedroom	1
		Three Bedroom	
		Total Units	5
		Stories	2.00
		Business Name	Retail Store w/ apts & warehouse

Exhibit C - Application

Department of Community Development  
 City of Stevens Point  
 1515 Strong's Avenue  
 Stevens Point, WI 54481



Michael Ostrowski, Director  
 Ph: (715) 346-1567  
 Fax: (715) 346-1498  
[mostrowski@stevenspoint.com](mailto:mostrowski@stevenspoint.com)  
[stevenspoint.com](http://stevenspoint.com)

Facade Improvement Grant Program Application

ADMINISTRATIVE SUMMARY (Staff Use Only)

Date Submitted	2/20/14	Date Reviewed		Approved	Yes <input type="checkbox"/> (\$ _____) No <input type="checkbox"/>
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APPLICANT/OWNER INFORMATION

APPLICANT INFORMATION		Owner Information (Same as Applicant?) <input checked="" type="checkbox"/>	
Applicant Name	Noah Eschenbeuch	Contact Name	Stevens Point Rentals LLC
Address	PO Box 489	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-252-1184	Telephone	
Cell	715-252-1184	Cell	
Fax	none	Fax	
Email	noah.eschenbeuch@gmail.com	Email	

PROJECT SUMMARY

Scope of Work to be Undertaken (attach contractor estimates, if available)	
Restoring the facade of the building. New glass storefronts and windows around the entire building. Tuck pointing the brick on the North (storefront) and partially on the west side of the building. Also remodeling earth commercial spaces. New electric throughout the building and a new high efficiency boiler.	
Describe the Positive Impact Your Project will Bring to Stevens Point	
Significantly increase the aesthetics of the building as well as the efficiency of the commercial space and apartments.	
Total Cost of Project Improvements	Amount of Matching Grant Assistance Requested
\$ 100,000 +	<del>\$20,000</del> total cost 50% = 10,000
Estimated Start Date	Estimated Completion Date
10-1-13	<del>6-1-14</del> 7-1-14
Number of Commercial Tenant Spaces Within the Building	Number of Residential Tenant Spaces Within the Building
2 (925 + 935 Clerk)	5 apartments

**EXHIBITS (The following materials must accompany your application in order to be considered for matching grant assistance funding)**

Complete detailed list of project revenues and expenses.	<input type="checkbox"/>	Additional Exhibits If Any (List):
Two bids from qualified contractors detailing the cost of the work to be done.	<input type="checkbox"/>	
Drawings detailing all of the work to be completed as part of the project.	<input type="checkbox"/>	
A description/sample of project materials and colors.	<input type="checkbox"/>	
Proof of insurance.	<input type="checkbox"/>	
Must be current on all real estate and personal property taxes.	<input type="checkbox"/>	
No outstanding amounts owed to the City of Stevens Point.	<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
	7-28-14		

To whom it may concern:

We are in the middle of renovating the building at 925 Clark St. We have already replaced the 1920's era boiler with a high efficiency hot water boiler that serves to heat the building as well as provide hot water for the entire building. We are working on upgrading the existing electrical in the building and have recently added 8 new meters so that we have the capacity to upgrade each commercial space and residence as we move through the building.

Our plan is to renovate the apartments so that we can provide top of the line apartments for the growing downtown area. We are working with the City and with Galaxy Hobby to expand their current space and provide an area that is adequate to allow them to continue to grow. We are also going to be occupying one of the commercial spaces ourselves so that we have an office space and presence for our growing rental business.

In remodeling the facade of the building we are working with Jim Lucas of Arc Central to come up with a plan to re expose the tall windows on the front of the building and incorporate some grills in them to add character. We are going to be replacing all of the store front windows and doors with high efficiency glass and aluminum frames. We will be replacing all of the non-store front windows in the building with a color matched vinyl and the same style window as the North upper windows so that you won't be able to tell the difference from the street.

We are also going to have the facade of the building tuck pointed and a few windows on the West side of the building. The remainder of the building was tuck pointed several years ago.

We are going to be remodeling both sides of the commercial spaces upgrading the electrical, flooring, lighting and ceilings.

We are working on sprucing up the apartments that are currently rented and are going to go through as they become vacant and upgrade the kitchens, baths and electrical services.

If you have any questions about our plans or the work to be completed please do not hesitate to contact me.

Thank you

Noah Eschenbauch

715-252-1184

**My preference for contractors would be the following:**

**I would like to have Thomas Masonry complete all of the tuck pointing.**

**I would like to have A&I Exteriors install all of the upper windows and rear exit doors. I would have Esser Glass handle the store fronts and front entry doors.**

# Building Alterations and Facade Improvements Noah Eschenbauch

925 Clark Street Stevens Point, WI 54481

Exhibit D - Renderings



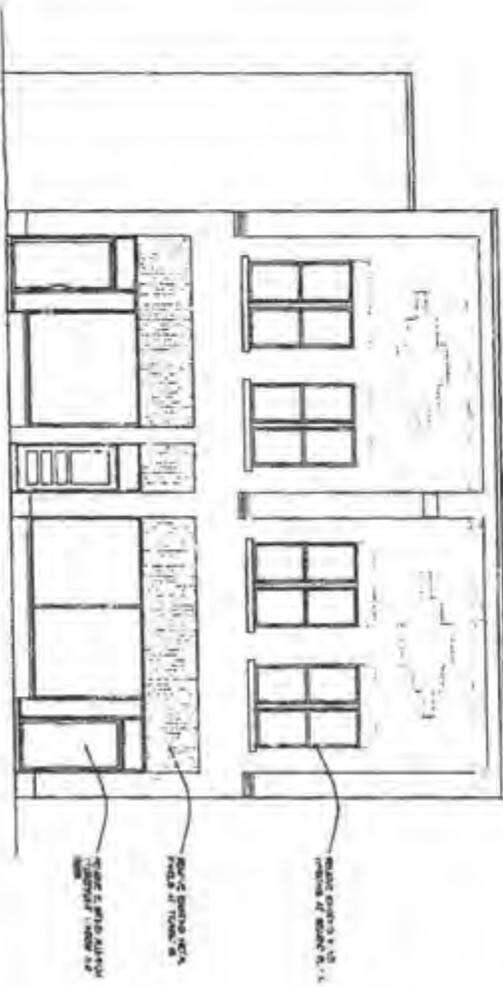
1 SITE PLAN  
SCALE: 1/8" = 1'-0"

DRAWING INDEX	
COVER SHEET	
T100 TITLE SHEET	
ARCHITECTURAL	
MEI NORTH ELEVATION	
MEI WEST ELEVATION	
MEI EAST ELEVATION	
STRUCTURAL	
MEI/MC	
ELECTRICAL	

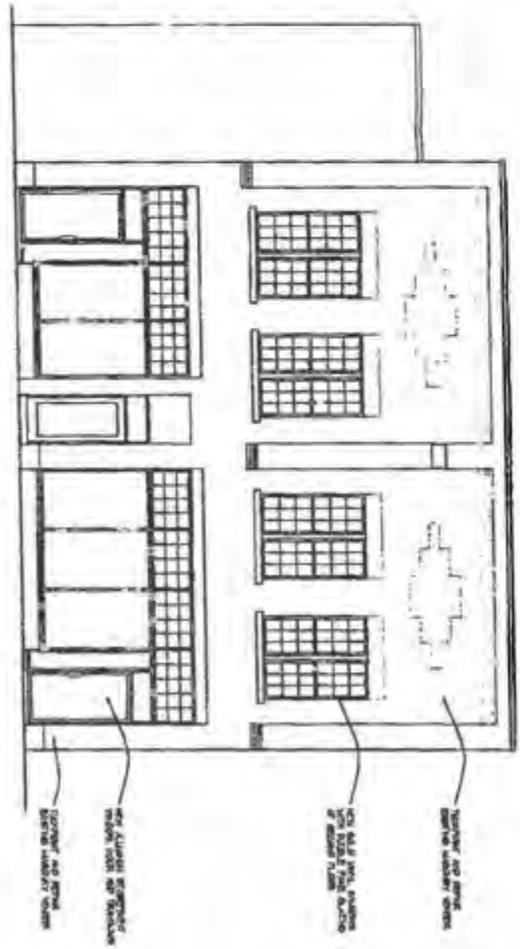
<p>central inc. Lucas Dolan architectural rendering facade design interior design landscape design</p>	<p><b>TITLE SHEET</b> SITE PLAN &amp; CODE INFORMATION</p>	<p>BUILDING ALTERATIONS FOR NOAH ESCHENBAUCH 925 CLARK STREET STEVENS POINT, WI 54481</p>	<p>DATE: 04/15/14 BY: [Signature] SCALE: 1/8" = 1'-0" PROJECT NO.: 14-008</p> <p><b>T100</b></p>
--	--	---	--

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12 EXISTING NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



13 PROPOSED NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



A201

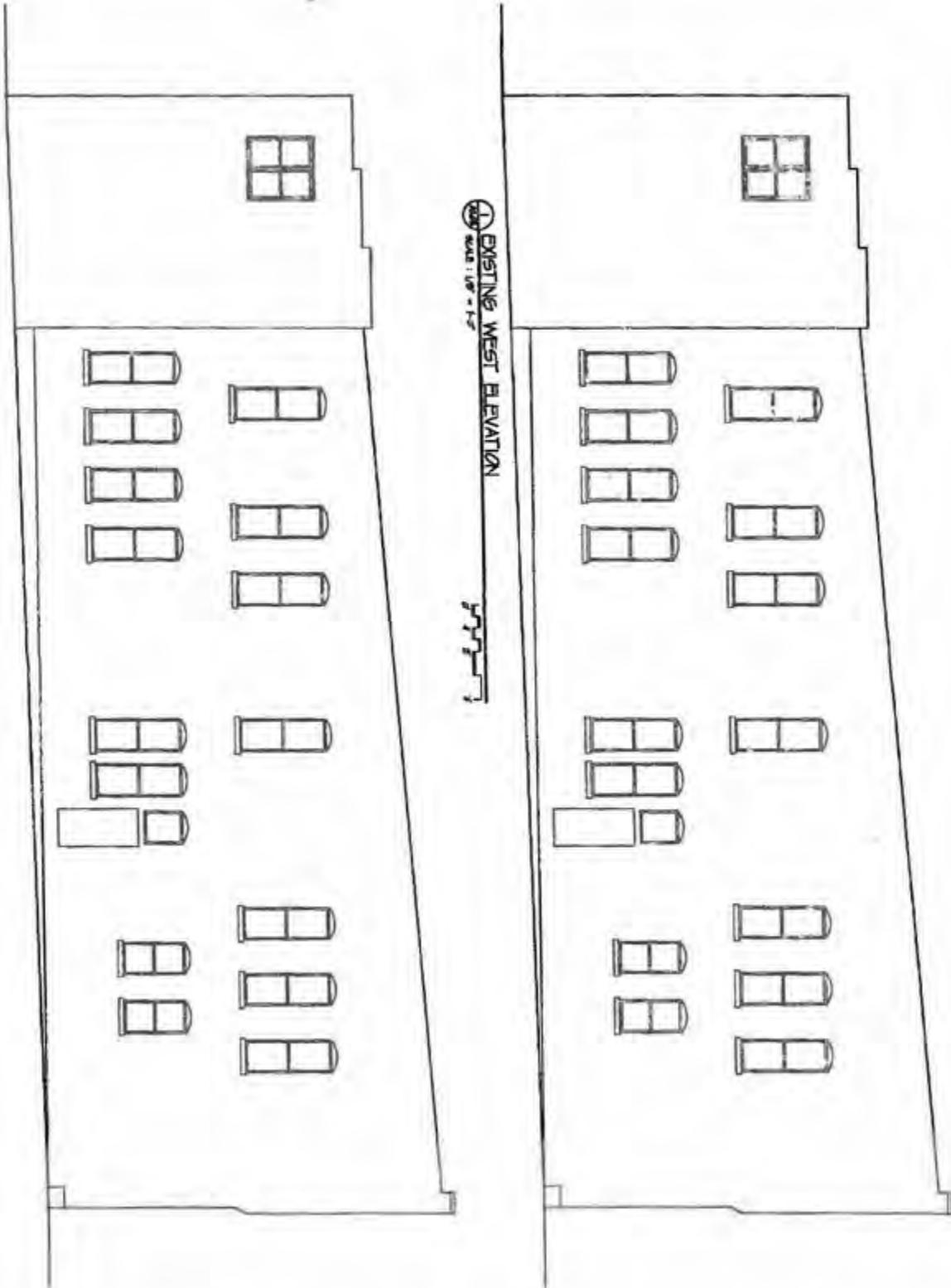
SEE ENTRY FOR  
DATE: 4/1/13  
PROJECT:  
BY: JLB

BUILDING ALTERATIONS  
FOR  
NOAH ESCHENBAUGH  
215 CLARK STREET  
STEVENS POINT, WI 54481

EXTERIOR  
ELEVATIONS

central inc.  
Lucas Dolan  
PROFESSIONAL ARCHITECTS AND INTERIORS  
215 CLARK STREET, STEVENSON POINT, WI 54481  
TEL: 715.865.1234 FAX: 715.865.1235

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A203

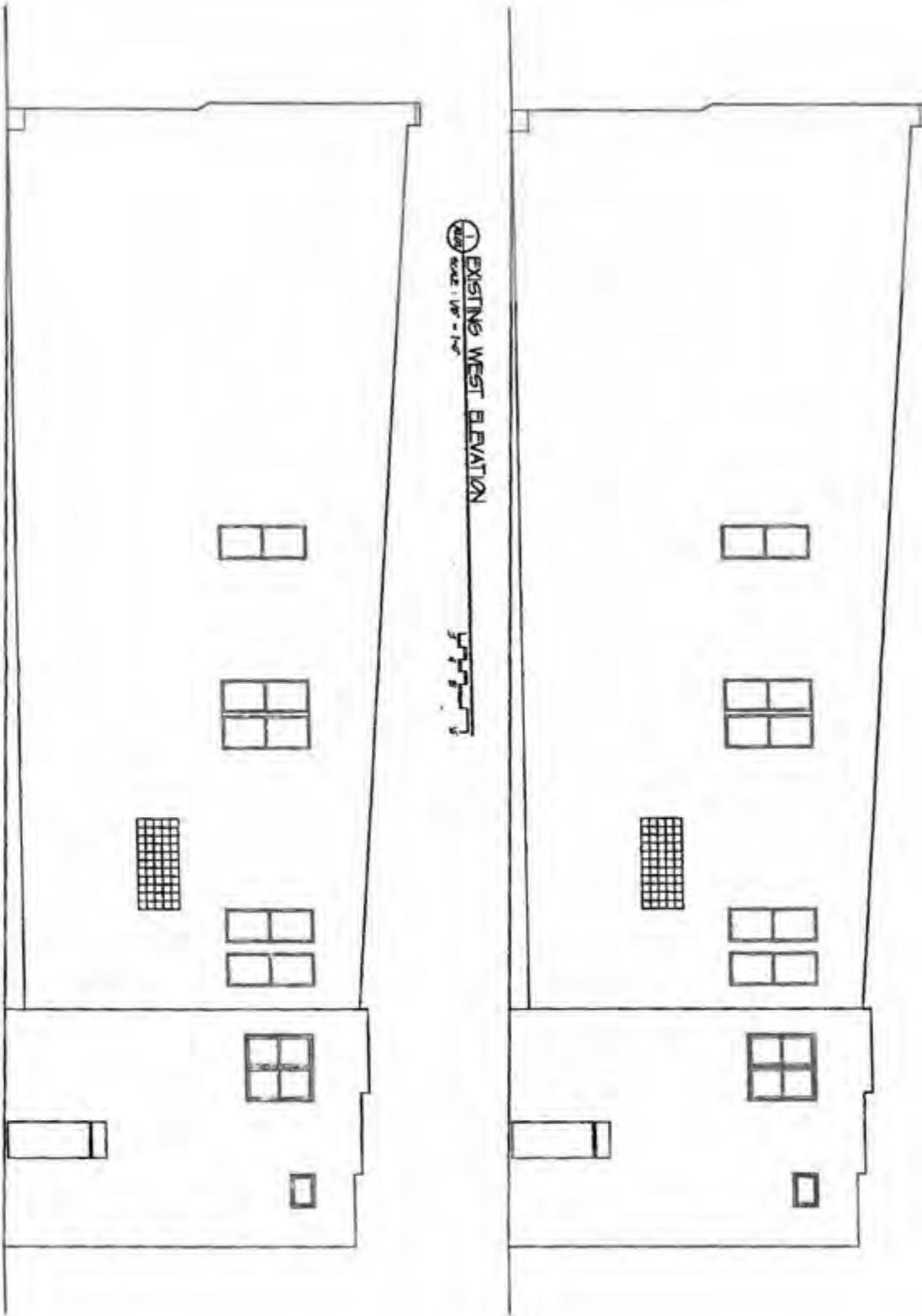
DATE: 10/15/12  
DRAWN BY: JLD  
CHECKED BY: JLD

BUILDING ALTERATIONS  
FOR  
NOAH ESCHENBAUGH  
385 CLARK STREET  
STEVENSON POINT, WI 54481

EXTERIOR  
ELEVATIONS

**central inc.**  
Lucas Dolen  
ARCHITECTS • CONSULTANTS • MANAGERS • CONTRACTORS  
2000 W. CLARK STREET, STEVENSON POINT, WI 54481

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EXISTING WEST ELEVATION  
SCALE: 1/8" = 1'-0"

A202

DATE: 10/1/13  
BY: JLD  
CHECKED: JLD  
SCALE: AS SHOWN

BUILDING ALTERATIONS  
FOR  
NOAH ESCHENBAUGH  
335 CLARK STREET  
STEVENS POINT, WI 54484

EXTERIOR  
ELEVATIONS

central inc.  
Lucas Dolan  
Professional Architectural Services  
1000 Wisconsin Street, Stevens Point, WI 54484  
715.845.1234

**A & I EXTERIORS AND HOME IMPROVEMENTS LLC**

N1984 WEST RD  
WAUPACA, WI 54981

Phone # 715-412-1395
Fax # 715-256-9282

**Estimate**

Date	Estimate #
11/20/2013	1387

Name / Address
NOAH ESCHENBAUCH

Project

Description	Qty	Cost	Total
THIS ESTIMATE INCLUDES REMOVAL OF ALL JOB RELATED DEBRIS. THIS ESTIMATE INCLUDES PURCHASE OF ALL MATERIAL, LABOR, AND TAXES. ALL ALUMINUM AND STEEL RELATED TO THIS JOB (SCRAP AND TEAR OFF) WILL BE RECYCLED BY A&I EXTERIORS AND IS FIGURED INTO THE PRICE OF THE REMOVAL OF ALL OF THE JOB RELATED DEBRIS A & I EXTERIORS WILL WARRANTY A TEN (10) YEAR LABOR WARRANTY ON ANY DEFECTS DUE TO IMPROPER INSTALL, ANYTHING BEYOND OUR CONTROL SUCH AS WEATHER RELATED, OR ABUSE WILL NOT BE WARRANTED. WORK TO BE COMPLETED IN A CONSCIENTIOUS MANNER ACCORDING TO THE STANDARD PROCEDURES. ANY ALTERATIONS OR DEVIATIONS FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS AND CHANGE OF SIDING, WINDOW, DOOR, TRIM, SEAMLESS GUTTER, SOFFIT AND FASCIA COLORS AGREED UPON WILL BE EXECUTED ONLY UPON WRITTEN ORDERS AND A CHARGE OF \$50 PER EACH CHANGE ORDER FOR THE CONTRACT; AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ORIGINAL ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, OR ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. HOMEOWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKERS COMPENSATION INSURANCE. WE ARE FULLY INSURED WITH LIABILITY INSURANCE. A & I EXTERIORS IS A LICENSED CERTIFIED DWELLING CONTRACTOR.			0.00
<i>ESTIMATE EXPIRES 15 (FIFTEEN) DAYS FROM DATE OF ESTIMATE.</i>		<b>Total</b>	<b>\$21,416.89</b>

**A \$15.00 SERVICE CHARGE WILL BE ADDED EVERY TWO WEEKS TO ALL UNPAID BALANCES AFTER 5 DAYS OF JOB COMPLETION.**

**TO AGREE TO THE ABOVE WORK DESCRIBED PLEASE SIGN.**

AUTHORIZED SIGNATURE \_\_\_\_\_

Customer Signature \_\_\_\_\_

A & I EXTERIORS AND HOME IMPROVEMENTS LLC

Estimate

NI984 WEST RD  
WAUPACA, WI 54981

Phone # 715-412-1385
Fax # 715-256-9282

Date	Estimate #
11/20/2013	1387

Name / Address
NOAH ESCHENBAUCH

Project

Description	Qty	Cost	Total
REPLACEMENT SERIES 6000 DOUBLE HUNG, BRONZE EXTERIOR, LOW E ARGON ,STANDARD SCREEN, NIGHT LATCH, GLASS BREAKAGE WARRANTY , 42"X55" MEETS ENERGY STAR NORTH CENTRAL- SOUTH CENTRAL.	2	306.09	612.18
REPLACEMENT SERIES 6000 DOUBLE HUNG, BRONZE EXTERIOR, LOW E ARGON ,STANDARD SCREEN, NIGHT LATCH, GLASS BREAKAGE WARRANTY , 30"X74" MEETS ENERGY STAR NORTH CENTRAL- SOUTH CENTRAL.	13	314.80	4,092.40
REPLACEMENT SERIES 6000 DOUBLE HUNG, BRONZE EXTERIOR, LOW E ARGON ,STANDARD SCREEN, NIGHT LATCH, GLASS BREAKAGE WARRANTY , 32"X60" MEETS ENERGY STAR NORTH CENTRAL- SOUTH CENTRAL.	7	306.09	2,142.63
REPLACEMENT SERIES 6000 DOUBLE HUNG, BRONZE EXTERIOR, LOW E ARGON ,STANDARD SCREEN, NIGHT LATCH, GLASS BREAKAGE WARRANTY ,28"X46 1/2" MEETS ENERGY STAR NORTH CENTRAL- SOUTH CENTRAL.	4	306.09	1,224.36
M 85 SINGLE HUNG ALUM WINDOW WITH LOWE COLONIAL GRIDS IN GLASS BRONZE EXTERIOR AND INTERIOR	8	464.98	3,719.84
REPLACEMENT SERIES 6000 PICTURE WINDOW, BRONZE EXTERIOR, LOW E ARGON , GLASS BREAKAGE WARRANTY , PICTURE WINDOW ABOVE ENTRY DOOR MEETS ENERGY STAR NORTH CENTRAL- SOUTH CENTRAL.	1	245.80	245.80

<i>ESTIMATE EXPIRES 15 (FIFTEEN) DAYS FROM DATE OF ESTIMATE.</i>	<b>Total</b>
--	--------------

A \$15.00 SERVICE CHARGE WILL BE ADDED EVERY TWO WEEKS TO ALL UNPAID BALANCES AFTER 5 DAYS OF JOB COMPLETION.

TO AGREE TO THE ABOVE WORK DESCRIBED PLEASE SIGN.

AUTHORIZED SIGNATURE \_\_\_\_\_ Page 1 Customer Signature \_\_\_\_\_

A & I EXTERIORS AND HOME IMPROVEMENTS LLC

N1984 WEST RD  
WAUPACA, WI 54981

Phone # 715-412-1395  
Fax # 715-256-9282

# Estimate

Date	Estimate #
11/20/2013	1387

Name / Address
NOAH ESCHENBAUCH

Project

Description	Qty	Cost	Total
ENTRY DOORS, PRIMED JAMBS, DOOR WILL BE DEAD BOLT PREP	3	376.56	1,129.68
INSTALL 35 WINDOWS AND REPLACE ANY ROT AROUND WINDOW FRAMES WERE NEEDED	35	100.00	3,500.00
WRAP 35 WINDOWS IN ALUMINUM TRIM COIL	35	100.00	3,500.00
INSTALL THREE ENTRY DOORS	3	150.00	450.00
WRAP THREE ENTRY DOORS IN TRIM COIL	3	100.00	300.00
DUMP FEE		500.00	500.00
<b>ESTIMATE EXPIRES 15 (FIFTEEN) DAYS FROM DATE OF ESTIMATE.</b>		<b>Total</b>	

A \$15.00 SERVICE CHARGE WILL BE ADDED EVERY TWO WEEKS TO ALL UNPAID BALANCES AFTER 5 DAYS OF JOB COMPLETION.  
TO AGREE TO THE ABOVE WORK DESCRIBED PLEASE SIGN.

AUTHORIZED SIGNATURE \_\_\_\_\_ Page 2 Customer Signature \_\_\_\_\_

## ESSER GLASS INC.

### Glazing Contractors

3601 Patch Street,  
Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com

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### Glass and Glazing Estimate

---

October 11, 2013

Noah Eschenbauch

RE: 925 Clark Street Stevens Point, WI

Building Alterations

North elevation, Aluminum Storefront

We propose to remove and dispose of existing storefront and replace per drawings by Arc Central, Inc

- \* Doors to be Kawneer 190 narrow stile with 10" bottom rails
    - 2 - 3' 6" x 7'
    - 1 - 3' x 7'
  - Total of 3 door leaves included
  - \* 1 ½ pair butt hinges per leaf
  - \* Adam's Rite MS Locks with one keyed cylinder / thumb turn per leaf
  - \* CP - Co9 push / pull hardware
  - \* DHP 416 heavy duty door closers
  - \* ADA Thresholds with bottom rail weather strips
  - Immediate door framing to be 451 4 ½" x 2" non thermal
  - Side lite and storefront window framing to be Kawneer "451 T"
  - 4 ½" x 2" Thermally broken flush glaze
  - \* Aluminum finish to be #40 dark bronze anodized
  - Glazing per code
  - \* 1" OA P500 LoE #2 annealed and tempered as required
- Includes internal grids in transom windows per drawings

**FOR THE SUM OF \$ 12,965.00**

RE: Steel Entrance Doors

We propose to remove and dispose of 2 existing doors 1 east, 1 west

Includes

Flush insulated steel doors and frames

Each door to have 1 ½ pair butt hinges, keyed cylindrical lockset, DHP 416 heavy duty door closers, ADA Thresholds with weather stripping and sweeps

Doors and frames to be in a primed gray finish

Painting by others

## ESSER GLASS INC.

Glazing Contractors

3601 Patch Street,  
Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com

---

### Glass and Glazing Estimate

---

West Elevation

Block size 40" x 80"

**FOR THE SUM OF \$ 1,448.00**

East Elevation

Block size 40" x 82"

**FOR THE SUM OF \$ 1,475.00**

***Work By Others***

***Patch back to new frames and thresholds, masonry, carpentry, drywall, plaster, painting, flooring, reworking ceiling should it be required***

***Pricing based on property being free of Asbestos***

RE: Window Replacements

We propose to furnish and install

8 block size 2' 9 1/4" x 6' 6"

Windows to be Kolbe and Kolbe, Double hung,  
wood clad in a standard finish (unfinished interior)

Includes

4 9/16" jambs, standard hardware, cardinal #270 LoE glazing with internal grids  
per elevation 9 over 9 and full screens

**FOR THE SUM OF \$ 9,150.00**

RE: East and West Elevations

We propose to furnish and install vinyl windows to be manufactured by Windgate

Includes

4 9/16" jambs, LoE glazing, full screen and standard hardware

18 block size 2' 9 1/4" x 6' 6" Double hung (square tops)

2 block size 5' 5 1/2" x 5' 7 1/2" Double hung (mulled together)

2 block size 3' 7 1/2" x 5' 7 1/2" Double hung (square tops)

## ESSER GLASS INC.

Glazing Contractors

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com

---

### Glass and Glazing Estimate

---

1 block size 2' 11 1/2" x 1' 11 1/2" Awning

Frames white in / out

**FOR THE SUM OF \$ 15,695.00**

Optional Finish

Tan in / Bronze out

**FOR THE SUM OF \$ 18,875.00**

***Work By Others***

*Removal and disposal of existing windows, opening preparation should it be required*

*Patch back to new frames, masonry, carpentry, drywall, plaster, painting*

*Pricing is based on property being free of Asbestos*

***Not Included***

*Any windows or doors on the south elevation*

All materials and labor shall be completed in a substantial workmanlike manner and is guaranteed per plans and specifications for a period of 1 year after substantial completion. Any changes from the plans and specifications involving additional costs shall be executed only upon signed orders and will be an extra charge over this proposal.

Terms: Net 30 days



**Frank Shields**

**President**

**Esser Glass, Inc**

To accept this proposal, please sign and return to our office.

\*Accept as proposed \_\_\_\_\_

## **ESSER GLASS INC.**

**Glazing Contractors**

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

[www.esserglasssp.com](http://www.esserglasssp.com)

---

### **Glass and Glazing Estimate**

---

Esser Glass is not responsible for the cleaning of glass or metal, nor the replacement of glass breakage other than that caused by our own men in setting.

We are unable to guarantee this pricing for longer than 30 days from it's date. Any quotation older than 30 days must be reviewed before acceptance.

Work by others: Adequate wood blocking and opening preparation.

Pricing is based on all window and door being field measured consecutively on one trip

***NOT INCLUDED:***

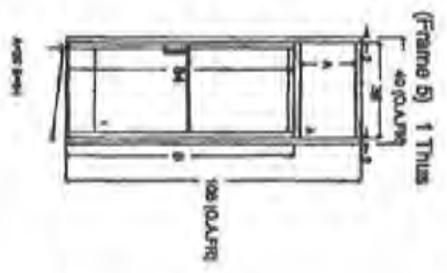
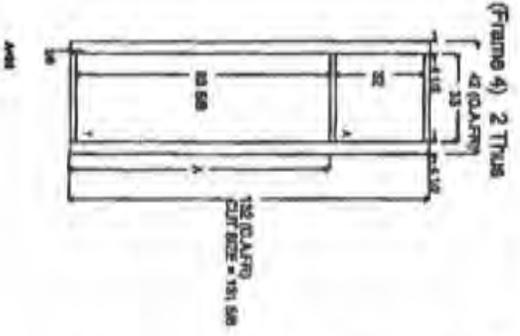
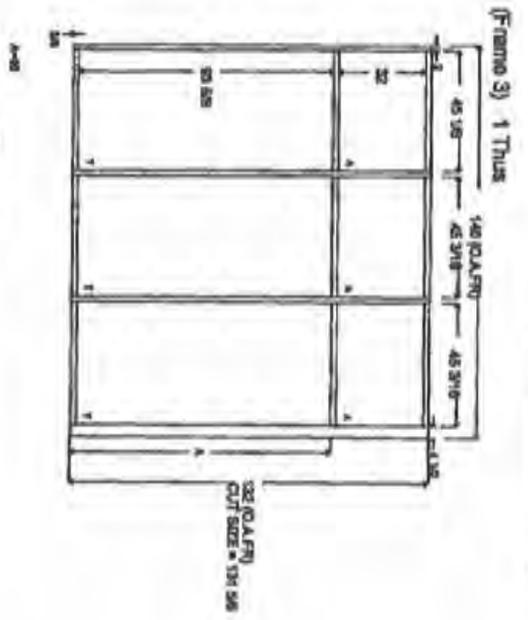
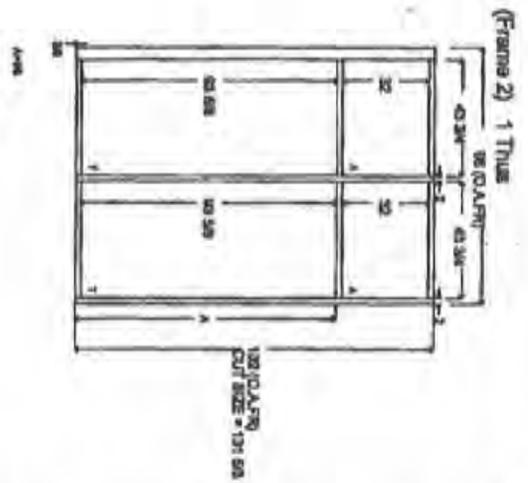
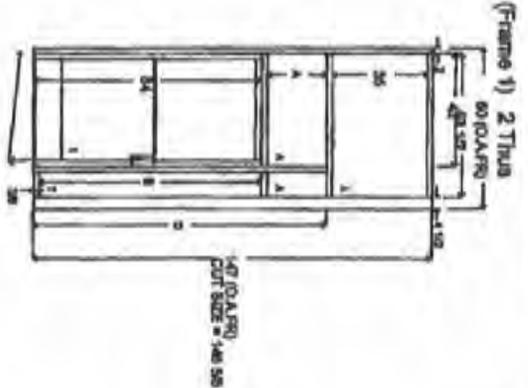
Boarding up openings or temporary enclosures

Wiring, pulling wires or hook up of any electrified hardware that may be

Included in this proposal.

Project Name: Clark Street Remodel

Date: 10/10/13 11:40 AM



Esser Glass, Inc.  
 Glazing Contractors  
 715-344-1961 800-300-1961



Eschenbauch, 925 Clark Street

Page 1 of 1

**PROPOSAL FOR ARCHITECTURAL DESIGN SERVICES**

---

Architectural Services, Construction Management - Project delivery

To:

Noah Eschenbauch  
925 Clark Street  
Stevens Point, WI 54481

**1.0 Project Description**

1.1. To replace the existing exterior windows and doors on the building at 925 Clark Street.

**2.0 Cost of Services**

2.1. We propose to provide construction management services to direct and coordinate the removal and replacement of the doors and windows for a lump sum fee as shown below.

Item	Phase	Fee For Service
1	First Floor Store Front windows and doors, north elevation	11,123.00
2	Second Floor windows, north elevation	9,047.00
3	Second Floor windows, east and west elevations and exterior doors	22,378.00
4	Construction Management	2,500.00
5		\$45,048.00

**3.0 Execution**

This Agreement entered into as of the day and year first written below.

Client

Architect

\_\_\_\_\_  
Noah Eschenbauch  
925 Clark Street  
Stevens Point, WI 54481

\_\_\_\_\_  
James Lucas, President  
arc  central inc  
240 2<sup>nd</sup> Street South  
Wisconsin Rapids, WI 54494

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

If this Proposal, Fee Schedule, & Agreement are acceptable to you, please sign and return one copy of this Proposal to arc  central inc.

2 proposal cm

arc  central inc.

240 2nd street s  
wisconsin rapids, wi 54494  
ph: 715-421-1330  
jlucas@arccentralinc.com

**K & W GLASS, Inc.**

121 3rd Street North  
Wisconsin Rapids, WI 54494  
Phone 715/423-5450  
Fax 715/423-5407  
Email: [kwglass@hobbsind.com](mailto:kwglass@hobbsind.com)

10/09/13

Jim Lucas  
Arch Central

RE. 925 Clark St. Remodel

We propose the following:

For Storefront entrances only, using Kawneer 2" x 4 1/2" aluminum tube framing with Heavy verticle mullion where needed for windload, all in dark bronze anodized finish with 1 each 36" x 84" 190 narrow stile door w/ 10" bottom rail, hardware to include offset pivots, CO9-CPII push/pulls, DC4116 Regular mounted door closers, AR 1850 deadlock with cylinder and thumbturn, weatherstrip, sweep and standard 4" threshold. Glass to be 1" clear low E, tempered where required and standard internal grids at transom lites. Exterior .040 break metal drip edge at sill, caulking at exterior only. Demolition is included at storefront only with your dumpster. Opening prep and/or modifications by others.

Exterior entrance sizes:

- 1) 155 1/2" x 137 1/2" with single door sidelites and transom.
- 1) 209 3/4" x 137 1/2" with single door, sidelites and transom

Installed Price: \$11,123.00

Lead time is 3 to 4 weeks from approved shops and final measure.

This proposal offer is valid for 30 days from the above date. If the proposal offer is not accepted within the specified period this offer becomes null and void, unless extended in writing by the parties. This proposal offer is subject to the following terms and conditions which are an integral part of this offer.

We reserve the right to correct any clerical errors, notwithstanding prior acceptance, if the error is one of substance rather than form, and acceptance of the of the proposal occurs before its correction, such acceptance may be withdrawn if correction renders the proposal unacceptable. Work will be commenced as promptly as possible after contractor notifies us that sufficient areas are ready for glazing to insure continuous working conditions without imposing on us unnecessary trips to and from the job. Where extra trips are required by the contractor, additional charges will be made. Work will be executed as promptly as possible, but subject to delays occasioned by strikes, lockouts, fires, carriers and other causes beyond our control. We do not replace breakage or damaged materials unless caused directly by our own employees. This proposal is based on all work being performed during regular work hours. Extra charge will be made for any overtime work. This proposal, if accepted, is subject to the approval of our credit department. We will not assume pro rata charges of any description. We agree to remove our own debris and will not assume and charge for removal by others. Scaffolding is to be provided by the general contractor without charge to us, unless otherwise agreed. The general contractor will provide adequate storage space for material without charge within the building. Our proposal does not include any special barricade or enclosure to continue work in adverse weather. This proposal will be incorporated and made part of any contract. The terms and conditions of our proposal shall supersede any conflicting provisions in other contract documents. We will not accept changes or extras to the contract without prior written authorization providing equitable adjustment to the contract. We are to be afforded adequate use of the hoist during regular working hours for transportation of our materials. No charge is to be made for our employees use of temporary elevators or other conveyance. It is understood that we are to be provide with suitable space on the project site for storage of materials without any charge. All materials will be furnished in accordance with manufactures tolerance for color variation, thickness, size, finish texture and performance standards. We do not clean any materials. glass metal construction r spandrels. This proposal does not include any cleaning of installed materials. Terms: To be paid each month upon presentation of invoice. The balance in full within 30 days after completion of our work.

ACCEPTED:

K & W Glass

BY:

BY:

DATE:



**THOMAS MASONRY**  
 2936 County Road Y  
 Stevens Point, WI 54482

## Estimate

Date	Estimate #
2/20/2014	266

Name / Address
Noah Eshenbach

Cell 715-252-6156

Fax 715-344-9171

Terms

Description	Total
Galaxy hobbies building all work will be performed @ \$40.00/ man hour plus material cost, the following are estimates, actual cost and should not exceed Front face of building grind out and retuck point brick joint west side of building, retuck point and add brick to certain areas, there is nothing holding brick above the windows and there are brick missing though out this side, actual price will need to be determined as we need to figure out what will be the best fix for supporting the brick above the windows,	1,500.00 2,500.00

If invoice is not paid within 30 days you will be charged 18% APR. Thomas Masonry cannot guarantee any concrete or masonry materials for color or color change, cracking or popping/blistering. We are not held responsible for any damage that may occur during tearouts or installation of products. We look forward to working with you on your project. Please sign date and return if estimate terms are accepted.

**Total**

**\$4,000.00**

Signature \_\_\_\_\_

	Number	E276
	Date	11/7/2013

Bill To  
Howie Abholt  
A&I Exteriors  
Waupaca, WI, 54981

P.O. Number

Project

Gaby hobby tuckpoint

Description	Amount
repair masonry mortar joint on front and west side of building masons = 45.00 per hr laborer = 30.00 per hr estimated time 30-40 hrs with 2 masons and 1 mason tender/laborer 3600.00 - 4800 with heat/enclosure and materials	\$4,800.00

Total \$4,800.00

Terms

1/2 down balance upon completion



Esser Glass - \$14,098.00

K+W - \$18,366

Precision - \$15,200

**Noah Eschenbauch**  
Trusted Advisor Skilled Negotiator  
ABR, GRI, CRS  
(715)252-1184 Cell

## ESSER GLASS INC.

Glazing Contractors

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com

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### Glass and Glazing Estimate

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March 12, 2014

Noah Eschenbauch

RE: 925 Clark Street Stevens Point, WI

Building Alterations

North elevation, Aluminum Storefront

We propose to remove and dispose of existing storefront and replace per drawings by  
Arc Central, Inc

Retail Stores, Doors

2 - 3' 6" x 7' - outswing

Apartment Door

1 - 3' x 7' - inswing

- \* Doors to be Kawneer 190 narrow stile with 10" bottom rails
  - \* 1 ½ pair butt hinges per leaf
  - \* Adam's Rite MS Locks with one keyed cylinder / thumb turn per leaf
  - \*\* *Apartment Door to have Adams Rite EForce - 150 keypad with 4900 series latch lock and 4560 lever*
  - \* CP - Co9 push / pull hardware
  - \* DHP 416 heavy duty door closers
  - \* ADA Thresholds with bottom rail weather strips
  - Immediate door framing to be 451 4 ½" x 2" non thermal
  - Side lite and storefront window framing to be Kawneer "451 T" 4 ½" x 2" Thermally broken flush glaze
  - \* Aluminum finish to be #40 dark bronze anodized
  - Glazing per code
  - \* 1" OA P500 LoE #2 -Argon filled annealed and tempered as required
- Includes Bronze internal grids in transom windows per drawings

**FOR THE SUM OF \$ 13,400.00**

***Optional Pricing for Apartment Door***

For a keyed cylindrical lever Lock in lieu of Adams Rite EForce 150

**YOU MAY DEDUCT \$ 255.00**

## ESSER GLASS INC.

### Glazing Contractors

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com

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### Glass and Glazing Estimate

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RE: Soffit Returns @ Storefront

For Glazeguard 250 panels in a dark bronze stucco-face finish

2 block size 60" x 48"

1 block size 40" x 36"

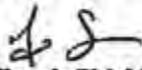
**PLEASE ADD \$ 698.00**

#### PLEASE NOTE

*It is the owners responsibility to check with local authorities have jurisdiction in regard to apartment occupancy and egress requirements as to the apartment entrance door swinging into the building*

All materials and labor shall be completed in a substantial workmanlike manner and is guaranteed per plans and specifications for a period of 1 year after substantial completion. Any changes from the plans and specifications involving additional costs shall be executed only upon signed orders and will be an extra charge over this proposal.

Terms: Net 30 days



Frank Shields

President

Esser Glass, Inc

To accept this proposal, please sign and return to our office.

\*Accept as proposed \_\_\_\_\_.

Esser Glass is not responsible for the cleaning of glass or metal, nor the replacement of glass breakage other than that caused by our own men in setting.

We are unable to guarantee this pricing for longer than 30 days from it's date. Any quotation older than 30 days must be reviewed before acceptance.

Work by others: Adequate wood blocking and opening preparation.

Pricing is based on all window and door being field measured consecutively on one trip

**ESSER GLASS INC.**

**Glazing Contractors**

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

[www.esserglasssp.com](http://www.esserglasssp.com)

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**Glass and Glazing Estimate**

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***NOT INCLUDED:***

Boarding up openings or temporary enclosures

Wiring, pulling wires or hook up of any electrified hardware that may be

Included in this proposal.

**K & W GLASS, Inc.**

121 3rd Street North  
Wisconsin Rapids, WI 54494  
Phone 715/423-5450  
Fax 715/423-5407  
Email: [kwglass@hobbsind.com](mailto:kwglass@hobbsind.com)

3/24/14

Noah Ashenbauch  
RE. 925 Clarke St. Stevens Point, WI

We propose the following:

**Aluminum Entrances:**

Using Kawneer 2" x 4 1/2" framing all in Dark Bronze anodized finish, thermally broken at sidelites. Doors to be 36" x 84" 190 narrow style aluminum door w 10" bottom rails, Hardware to include offset pivots, DC4116 Door closers, Door A-1 and B-1 have CO9 /CPII push/pull, AR 1850 deadlock with cylinder and thumbturn, All have weatherstrip and standard 4" threshold. Single door C has AR4510 latchlock with Simplex 3001 Keypad for entry and a BF 15947 Rockwood 18" push/pull. Glass to be Clear Low E Tempered where required. With Grids and spandrel glass where noted.

**Frame sizes**

A-1 and B-1) single exterior door with Transom and sidelite F.S. 62" x 102"

These entries also include 6" x 6" posts on each side with break metal covers. Also include 62" x 40" Soffit built with 2 x 4's, Insulated with plywood top and bottom. Also includes panel at bottom of soffit. Panel to either be textured or smooth, your choice.

C) Single Exterior Door and single Transom with internal Grids. F.S. 39 1/2" x 140"

**Aluminum Windows:**

Using Kawneer thermally broken 2" x 4 1/2" framing, same finish and Glass as above. All to be Exterior fixed windows with thermally broken sills.

1) A-1) F.S. 210" x 128" 4 lights wide x 2 tall, lower at first 3 only. 4<sup>th</sup> one to be supported by soffit included in Entries from above. Glass at uppers to have internal grids and spandrel at first three lites.

1) B-1 ) F.S. 158" x 128", 3 lites wide x 2 tall, lower at first two only. Third one to be supported by soffit. Glass to be 1" clear low E tempered where required, with internal grids at uppers. Also included in above are 6" x 6" posts at door opening with break metal wraps to support soffit which also has wrap.

2) Return panel 38" x 74", 1 lite wide and tall.

All above to include .040 dark bronze anodized break metal, insulating and caulking as need.

We have also included Demolition and \$200.00 for dumpster.

Installed Price: \$ 18,366.00

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ACCEPTED:

K & W Glass

BY:

BY:

DATE



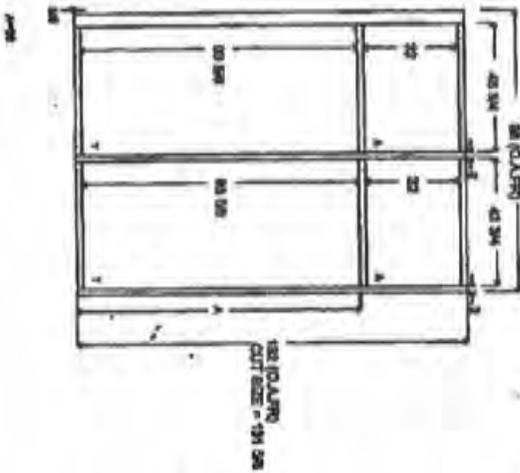
Project Name: Clark Street Remodel

715-344-1961 800-300-1961

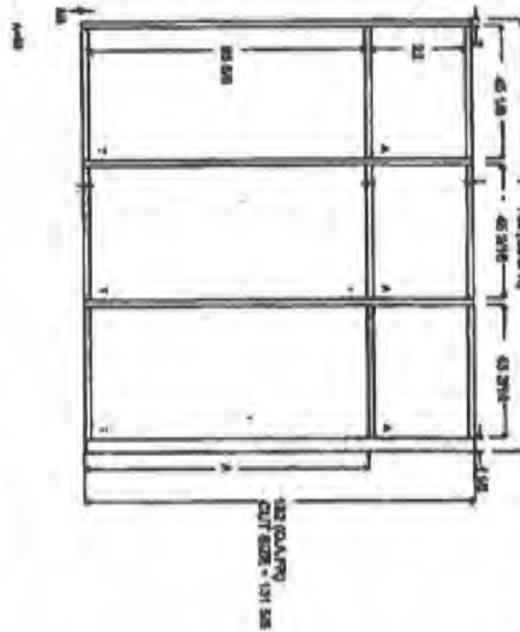
Esset Glass, Inc.  
Glazing Contractors

Date: 3/12/14 11:07 AM

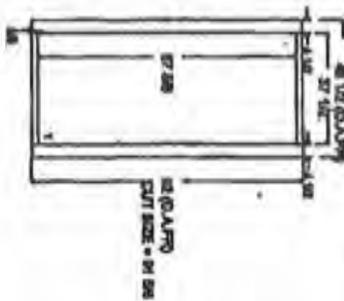
(Frame North (East)) 1 Thus



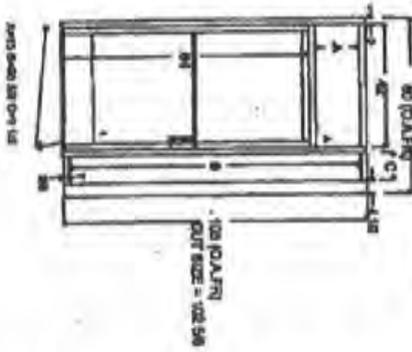
(Frame North (West)) 1 Thus



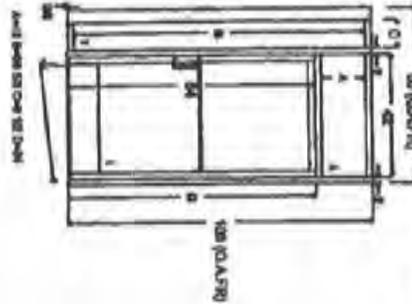
(Frame Returns) 2 Thus



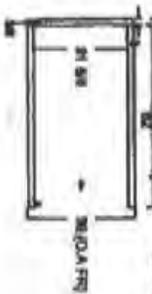
(Frame Northeast Entry) 1 Thus



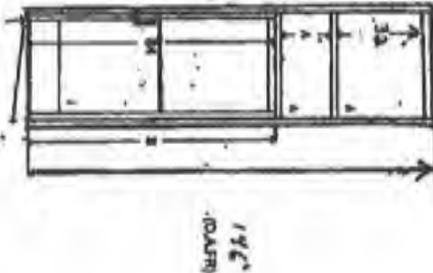
(Frame Northwest Entry) 1 Thus



(Frame Northeast Northwest Transom) 2 Thus



for door





STEP-1 OP ID: SF

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
02/20/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Kilmer Insurance, Inc. 736 E Perkins St. PO Box 527 Medford, WI 54451-0527 Jason A. Steliga	Phone: 715-748-4488 Fax: 715-748-4895	CONTACT NAME: Sharon Frischmann PHONE (A/C No. Ext): 715-748-4488 E-MAIL ADDRESS: sfrischmann@kilmerinsurance.com FAX (A/C No.): 715-748-4895
	INSURER(S) AFFORDING COVERAGE INSURER A: General Casualty Company of WI NAIC # 24414 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
<b>INSURED</b> Stevens Point Rentals LLC 2526 Hay Meadow Drive Stevens Point, WI 54482		

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INER LTR	TYPE OF INSURANCE	ADDL. SUBR. INSR. INFO	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CC1106593	08/15/2013	08/15/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL. AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					DAMAGE TO RENTED PREMISES (See endorsement) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (See endorsement) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXCLUSIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below.	Y/N <input type="checkbox"/>	N/A			WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property		CC1106593	08/15/2013	08/15/2014	Building 385,100

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 Property location: 925 Clark St., Stevens Point, WI 54482

<b>CERTIFICATE HOLDER</b>  City of Stevens Point Stevens Point, WI 54482	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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## Exhibit G - Meeting Minutes

## REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, March 5, 2013 –4:00 p.m.

City Conference Room – County-City Building

1515 Strongs Avenue, Stevens Point, WI 54481

PRESENT: Lee Beveridge, Alderperson Mary Stroik, George Hanson, and Tom Baldischwiler.

ABSENT: Tim Siebert - excused

ALSO PRESENT: Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Andrew Beveridge, Dan Drexler, Steve Smith, Noah Eschenbauch, and Cathy Dugan.

## INDEX:

Discussion and possible action on the following:

1. Approval of the report from the February 5, 2014 HP/DRC meeting.
2. Request from Stratford Sign Company, representing Mid-State Technical College, for design review of a freestanding sign and four walls signs at 1001 Centerpoint Drive (Parcel ID 2408-32-2029-64).
3. Request from Noah Eschenbauch for façade improvement grant funds in the amount of \$11,187 and design review for exterior building work at 925-33 Clark Street (Parcel ID 2408-32-2019-02).
4. Request from the City of Stevens Point for design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (Parcel ID's 2408-32-2029-66 and 2408-32-2029-65).
5. Determination of process and procedures relating to the designation of potential historic properties, buildings, and districts identified within the Intensive Survey report.
6. Adjourn.

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

**Motion by Commissioner Hanson to approve the report from the February 5, 2014 HP/DRC meeting; seconded by Alderperson M. Stroik. Motion carried 3-0.**

2. Request from Stratford Sign Company, representing Mid-State Technical College, for design review of a freestanding sign and four walls signs at 1001 Centerpoint Drive (Parcel ID 2408-32-2029-64).

Director Ostrowski explained on Monday Mid-State received approval from the Plan Commission for a sign variance to allow for a larger free standing sign. All of the other wall signs met the sign requirements, however the commission must still review the design as they fall within the downtown historic / design review district.

Commissioner Hanson asked where the free standing sign would be placed, to which Steve Smith from Mid-State explained by the Centerpoint Drive building entrance. Director Ostrowski then pointed out the diagram for sign placement on page five of the staff report. Commissioner Hanson continued to express his concern regarding sign placement to ensure visibility prior to the property entrance on Centerpoint Drive so as not to be missed or cause traffic concerns. Director Ostrowski

explained the sign would need to remain on the Mid-State property which begins at the west line of Third Street. Dan Drexler of Stratford Sign Company stated the design of the sign included the visibility concerns and due to the amount of utilities at the corner, exact placement has yet to be determined. Mr. Smith added they are waiting until some of the snow melts to determine a location with the best visibility. He also stated they are working with the city on a way-finding sign plan and will be placing signage on I-39 by exit 158A for northbound traffic and exit 161 for southbound traffic.

Commissioner Beveridge asked if the sign was two sided, to which Mr. Smith stated yes. He also added the Plan Commission did not like the aluminum wrapped sign supports, so they are proposing stone to wrap the supports which matches the exterior of the building.

Commissioner Beveridge then asked if the sign would be lighted, to which Mr. Drexler stated it is internally lit, but only the letters and logo will light up. Commissioner Hanson asked about a reader board, to which Mr. Drexler stated one is proposed directly under the logo and lettering.

**Motion by Commissioner Hanson to approve the request from Stratford Sign Company for design review of a freestanding sign and four wall signs at 1001 Centerpoint Drive (Parcel ID 2408-32-2029-64) with the following conditions:**

- Brick or stone matching the building shall encompass the sign supports/base.
- Logos and lettering shall only be illuminated on the freestanding sign, backing and board shall be opaque.
- A landscaping plan for the freestanding sign shall be submitted and approved by the Community Development Department.
- Any recommendations by the Plan Commission pertaining to a sign variance for the free standing sign shall apply to the design review approval.
- All electrical wiring shall be hidden from view.

seconded by Commissioner Beveridge. Motion carried 3-0.

3. Request from Noah Eschenbauch for façade improvement grant funds in the amount of \$11,187 and design review for exterior building work at 925-33 Clark Street (Parcel ID 2408-32-2019-02).

Director Ostrowski explained that Noah Eschenbauch is requesting approval for façade work and to access grant funds for exterior façade renovations including windows, storefronts, doors, and masonry. There is an \$800.00 discrepancy in amounts requested versus the amount determined in the staff report due to the window/glass bids of K & W and Esser glass. Mr. Eschenbauch explained his uncertainty of the bid from K & W and whether the installation of three doors was included. The applicant furthermore stated an updated bid would be submitted, however Esser glass is favored.

Commissioner Hanson asked for clarification of the proposed and existing renderings on page 48 of the staff report. Mr. Eschenbauch explained that they will be replacing all glass, removing the aluminum paneling, installing transom windows, and performing masonry repairs. Commissioner Hanson pointed out that one bid states single pane whereas the other states double pane, to which Mr. Eschenbauch stated all are proposed to be one inch thick double pane low E glass windows. Commissioner Beveridge asked about some of the windows being blocked, to which Mr. Eschenbauch explained a few windows on the west façade utilize mechanical equipment that will remain.

Commissioner Hanson asked what the plan was for the middle entrance, to which Mr. Eschenbauch pointed out transom windows are proposed, carrying the same line throughout the storefront. He continued stating both of the commercial spaces are being remodeled and brought up to code, along with second floor apartments.

Commissioner Hanson then asked what would be done about the portion of the building that was Church's Plumbing and Heating, and the previous truck ramp. Mr. Eschenbauch explained on the east side of the building there was a garage door into the building, which at this time will remain enclosed and covered. Right now the garage door is sealed with spray foam; that area had been used as storage space in the past and will probably remain as storage.

Commissioner Beveridge asked what was under the metal at the front, to which Mr. Eschenbauch stated glass may be underneath. He is unsure if it is original to the building, however it is proposed to be removed and replaced with energy efficient windows. Commissioner Beveridge stated that if the glass is original, and intact, it should not be removed.

Economic Development Specialist Kyle Kearns asked that a staff recommendation be added that states once the storefront is exposed we would inspect the property and assist in determining actions regarding restoration activities. He then clarified that the A & I bid which includes single hung windows on the second floor, and that the bids from River City and Esser both include double hung. Mr. Eschenbauch stated single hung windows are preferred on the second floor, which will all be aluminum to match the store front. Windows around the rest of the building will be the exact same model of window and color, however constructed of vinyl.

Commissioner Beveridge asked if there was a plan to maintain the projecting signs, to which Mr. Eschenbauch stated Galaxy Hobby will be maintained, however the east storefront will be an office for his apartment rental business which may also eventually utilize the existing frame.

Aldersperson Mary Stroik asked if there was enough parking, to which Mr. Eschenbauch stated yes, we own the lot to the west of the building and have a full parking lot.

Mr. Eschenbauch asked for the commission's input regarding future painting of the eastern façade of the building, which abuts Father Fat's outside dining area. Director Ostrowski pointed out that the area is already painted. Mr. Kearns stated as the façade is visible from Third Street and staff and the commission should be notified prior to any painting as design review may be required.

Commissioner Tom Baldischwiler arrived at 4:21 PM.

Commissioner Hanson asked for clarification regarding the bricked up window and door openings. Mr. Eschenbauch stated one of the doors is a fire escape door on the southwest side and would remain a solid steel door. The other door accesses an apartment and is proposed to be replaced with an egress window if the building code allows.

Cathy Dugan, 615 Sommers Street, commented that windows on the side and rear façades are proposed to be vinyl, which is not usually permitted. Also, she pointed out the east side windows have a rounded top. Mr. Eschenbauch responded stating the original window is a square window with rounded brick. The proposed renovation plan shows vinyl windows for the east, west, and south façades, but will have a color that matches the windows on the front of the building.

**Motion by Commissioner Hanson to approve the request from Noah Eschenbauch for façade improvement grant funds in the amount of \$10,278.60 and design review for exterior building work at 925-33 Clark Street (Parcel ID 2408-32-2019-02) with the following conditions:**

- The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project.
- The applicant shall notify the designated agent and Commission chairperson subsequent to the removal of existing storefront materials upon which adequate review will occur relating to the renovation and rehabilitation activities proposed for the storefront.
- Type N mortar as defined by the American Society for Testing and Materials (ASTM) shall be used, matching in color and texture to the original mortar.
- All windows, commercial and/or residential, including window trim shall match in color.
- Second story, storefront windows shall match that of the original window design.
- All windows shall match that exactly of the window opening, except that on the east side of the building the windows will not have a rounded top, but rather an insert.
- Storefront doors and door framing shall match in color and material to the residential storefront windows.
- Mullions shall be carried across the entire storefront including those for the middle storefront entrance.
- The applicant shall submit an updated bid from K & W Glass Inc. for renovation and rehabilitation of the first floor storefront including all applicable improvement activities to be reviewed by the designated agent and Commission chairperson.
- The building name and date plate on the north façade shall be maintained.
- 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.
- Any additional renovation and rehabilitation activities to the exterior façade not included within this façade grant and design review request shall be prohibited unless approval is received by the commission and/or designated agent.
- The maximum City participation shall not exceed \$10,278.60 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	Details	Proposed Matching Grant Assistance
2nd Story North	A & I Exteriors – \$5,434.12(Includes	\$2,717.06

Façade Windows	materials – \$3,719.84, labor – \$800.00, wrapping – \$800.00 & disposal – \$114.28)	
Storefront Windows & Doors	K & W Glass Inc. – \$11,123.00	\$5,561.50
Masonry	Thomas Masonry – \$4,000.00	\$2,000.00
<b>TOTAL (Lowest Bid)</b>		<b>\$10,278.60</b>

seconded by Alderperson Mary Stroik. Motion carried 4-0.

- Request from the City of Stevens Point for design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (Parcel ID's 2408-32-2029-66 and 2408-32-2029-65).

Director Ostrowski explained these are the dumpster corrals that are proposed for Municipal lot 16 between the Mid-State building and the Great Lakes facility. Two locations were identified. The exterior material will be similar to the dumpster corral on the square, but will be shorter and will not have brick pillars.

Commissioner Hanson asked what businesses would be using dumpster two, and if it will be adequate to meet the needs of the Fox Theater. Director Ostrowski answered the Fox Theater, Guu's, and other businesses will utilize the dumpster.

Commissioner Beveridge questioned the utilization of space east of service court two, to which Director Ostrowski responded Guu's would likely install a patio development, with the remaining portion developed as greenspace.

**Motion by Commissioner Hanson to approve the request from the City of Stevens Point for the design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (Parcel ID's 2408-32-2029-66 and 2408-32-2029-65) with the condition that the chairperson and designated agent shall have the authority to make minor changes, seconded by Commissioner Baldischwiler. Motion carried 4-0.**

- Determination of process and procedures relating to the designation of potential historic properties, buildings, and districts identified within the Intensive Survey report.

Economic Development Specialist Kyle Kearns explained the commission's interest to nominate additional historic districts and the process for nomination to the National Register. Within the 2011 Intensive Survey, recommendations and nomination forms were included for five districts. Prior to creating the districts, the state also has a review process that includes a questionnaire to be sure

eligibility exists. The process is quite lengthy, taking up to two years to complete. Included in the packet is a listing of the current districts and/or individual properties designations that are currently in the city. Director Ostrowski added there are two different designations; locally designated and state/national designation. Local designation follows the city's Design Review Guidelines, along with the states. Furthermore, nationally registered properties or districts are eligible to receive tax credits totaling up to 40% for rehabilitation improvements. To offer additional assistance to designation districts, façade grant funds or another improvement program could be offered which could garner support for a local designation.

Commissioner Hanson asked if the historic district designation will help keep structures as single family residences rather than multiple family dwellings. Director Ostrowski responded stating the structures could be converted as the guidelines only regulate the exterior, unless they take the tax credits. The zoning ordinance regulates the occupancy and use.

Commissioner Beveridge asked where we start. Mr. Kearns explained we would start by creating an outline on how to proceed, to have a document in place to help guide the process and identify a timeline for that process. Once complete, the outline and timeline would be reviewed by the commission for approval. The educational component to inform the property owners, along with submission of the state questionnaires would follow. Director Ostrowski added that he would like to include a representative from the Wisconsin Historical Society during presentations to the property owners to answer any questions. Commissioner Beveridge pointed out there will be an initial fear by property owners, to which Director Ostrowski agreed, furthermore demonstrating the need for a state representative.

Cathy Dugan, 615 Sommers Street, stated she is hopeful to have citizens help with the educational portion, and if presented in the right way to the property owners, it can be helpful.

Director Ostrowski stated Joe DeRose or someone else at the Wisconsin Historical Society can be contacted before the next meeting to explain the process for district nomination and provide examples from other communities.

**6. Adjourn.**

**Meeting adjourned at 4:54 p.m.**