

AGENDA
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, July 1, 2015 – 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 May 5, 2015 HP/DRC meeting.
2. Request from Tim and Lori Buchkowski, representing TLB Properties LLC., for design review approval of an awning and painting scheme at Arbuckles Eatery & Pub located at **1320 Strongs Avenue (Parcel ID 2408-32-2026-45)**.
3. Request from Scott Gulan, representing Guu Inc., for an amendment to the façade improvement grant contract for additional funds in the amount of \$1,293.02, relating to exterior building work at **1140 Main Street (Parcel ID 2408-32-2029-31)**.
4. Adjourn.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, May 6, 2015 –4:00 p.m.

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

PRESENT: Chairperson Lee Beveridge, Commissioner Tim Siebert, Commissioner Sarah Scripps, Commissioner Tom Baldischwiler, and Commissioner Bob Woehr.

ALSO PRESENT: Director Ostrowski, Associate Planner Kyle Kearns, Mayor Wiza, Alderperson Kneebone, and Don Guay.

INDEX:

Discussion and possible action on the following:

1. Approval of the report from the April 1, 2015 HP/DRC meeting.
2. Request from Don and Kelly Guay, representing Sunset Point Winery, LLC, for a design review approval of a freestanding sign, projecting signs, window graphics and a temporary sign at **1201 Water Street (Parcel ID 2408-32-2016-03)**.
3. Director's update.
4. Adjourn.

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1. Approval of the report from the April 1, 2015 HP/DRC meeting.
Motion by Commissioner Woehr to approve the report of from the April 1, 2015 HP/DRC meeting; seconded by Commissioner Baldischwiler. Motion carried 4-0.
 2. Request from Don and Kelly Guay, representing Sunset Point Winery, LLC, for a design review approval of a freestanding sign, projecting signs, window graphics and a temporary sign at **1201 Water Street (Parcel ID 2408-32-2016-03)**.

Economic Development Specialist Kyle Kearns explained that the request is for adding lettering on the existing freestanding sign, two projecting signs on existing support hardware, a temporary sign for the grand opening, and graphics on the new west building facade door. Staff has outlined pertinent requirements within the staff report and would recommend approval with several conditions of approval, as no major concerns exist.

Commissioner Beveridge asked if the freestanding structure on the north side was adopted as having a historic designation, Director Ostrowski stated it had not been formally adopted as having any historic designation.

Done Guay, 1201 Water Street, stated the letters on the free standing structure would all be removed and replaced with similar letters matching the previous color and size. Commissioner

Woehr clarified that the letters for Bakery would be replaced with 'Sunset', and 'Winery' would be added on the South and North Sides of the freestanding sign, to which Mr. Guay confirmed. Commissioner Beveridge asked about the two projecting signs on the west side, to which Director Ostrowski stated they would utilize the existing supports. Mr. Guay added the size of the signs would match the size of the existing Pilates sign further down on the building.

Commissioner Beveridge asked if there were plans for the outside seating area mentioned in the application, which Director Ostrowski clarified that would involve a later request also requiring an extension of premise. Mr. Guay added they wanted to get the business open first before looking at the outside seating plan.

Commissioner Scripps asked if Bakery Point had any historic relevance, to which Commissioner Beveridge answered in the past the Point Bakery took up the full building. Mayor Wiza added the bakery closed in 2000-2001 and does not have much of a historic façade, but feels the signs and improvements may improve the historic look.

Commissioner Woehr asked several clarifying questions: if the temporary banner was different than a temporary sign; what type of wood would be used; and if the temporary sign following staff recommendations would be high enough to clear the windows. Director Ostrowski answered stating the banner is the same as a temporary sign. Furthermore, Mr. Guay explained that the signs would be hand carved out of a solid wood that would be weather resistant. Commissioner Beveridge explained that at the signable area is between the first and second story windows which is an acceptable area for the temporary banner.

Commissioner Siebert arrived at 4:12pm.

Commissioner Baldischwiler asked if the existing hardware would be sturdy enough for the carved signs, to which Mr. Guay confirmed.

Motion by Commissioner Baldischwiler to approve request from Don and Kelly Guay, representing Sunset Point Winery, LLC, for a design review approval of a freestanding sign, projecting signs, window graphics and a temporary sign at 1201 Water Street (Parcel ID 2408-32-2016-03) with the following conditions:

- **Freestanding sign lettering shall not exceed 32 square feet.**
- **Projecting signs shall not exceed 16 square feet in sign area.**
- **Projecting signs must maintain a minimum clearance between the bottom of the sign and finished grade of 8.5 feet.**
- **Projecting signs may extend to a point not more than 2 feet in from the face of the curb, or 5 feet from the building, whichever is less.**
- **Projecting signs shall maintain a 90 degree angle from the building wall unless located on a corner.**
- **No part of a projecting sign shall extend above a second story window sill line.**

- The applicant shall install an exterior frame, matching the color and materials of the west door frame, around the west door to cover the exposed wood and insulation.
- The applicant shall submit details regarding the temporary signs, including sign size, materials, and time when placed, to be approved by the chairperson and designated agent.
- One temporary sign shall be allowed per business location.
- Temporary signs and graphics may only be in place during the time period of the condition or event it is advertising or a 3 week period, whichever is less.
- Temporary signs and graphics shall be made of weatherproof materials.
- Temporary signs shall not be permitted above the first story of the façade.
- The chairperson and designated agent shall have the authority to approve minor changes to the signs.

seconded by Commissioner Woehr. Motion carried 5-0

3. Directors Update.

Director Ostrowski asked, since there are several new commission members, if the regular date and time of the meeting would still work for everyone, to which Commissioner Baldischwiler stated 4:30pm works better than 4:00 PM. Director Ostrowski also informed the commission of the recent decision of a previous applicant to pursue a black awning instead of a red awning downtown.

Mayor Wiza asked that Alderperson McComb get a copy of the binder provided to other members of the Commission, which includes Chapter 22, the Design Guidelines and other information for the Historic Preservation / Design Review Commission members.

4. Adjourn.

Meeting adjourned at 4:18 p.m.

Administrative Staff Report

Awning & Paint Design Review Request 1320 Strongs Avenue July 1, 2015



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"> Tim and Lori Buchkowski <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"> 2408-32-2026-45 <p>Zone(s):</p> <ul style="list-style-type: none"> "B-3" Central Business District <p>Council District:</p> <ul style="list-style-type: none"> District 1 – Doxtator <p>Lot Information:</p> <ul style="list-style-type: none"> Actual Frontage: 41 feet Effective Depth: 41 feet Square Footage: 3,526 Acreage: 0.081 <p>Structure Information:</p> <ul style="list-style-type: none"> Year Built: addition 1900 (115 years) Number of Stories: 2 <p>Current Use:</p> <ul style="list-style-type: none"> Commercial <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 22 Downtown Design Guidelines 	<p>Request</p> <p>Request from Tim and Lori Buchkowski, representing TLB Properties LLC., for design review approval of an awning and painting scheme at Arbuckles Eatery & Pub located at 1320 Strongs Avenue (Parcel ID 2408-32-2026-45).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Property Data Application Renderings <p>City Official Design Review / Historic District</p> <ul style="list-style-type: none"> Mathias Mitchell Public Square District Downtown Design Review District <p>Staff Recommendation</p> <p>Based on the findings below, staff would recommend approval of the request with the following conditions:</p> <ol style="list-style-type: none"> A color scheme that more closely matches the original brick color which is visible on the building side shall be used, or a more natural/earth tone scheme, such as a light gray with dark gray (pewter) accents. The color scheme should be for the entire front façade. The brick façade and all materials proposed to be painted shall be cleaned appropriately using the gentlest means possible, such as hand washing with natural chemicals. Sandblasting, iceblasting, corncob blasting or another method or high – pressure water blasting shall not be used to clean the brick. Where mortar joint repair is needed due to cracks, missing and crumbling mortar, and loose bricks, type N mortar shall be used, matching in color, texture, width, strength, and profile to the original. Caulk shall be prohibited for use in brick mortar joints. The awning shall meet the following ordinance requirements: <ol style="list-style-type: none"> Canopies (awnings) must maintain a minimum clearance between the bottom of the canopy and the finished grade of 8.5 feet. Canopies (awnings) shall project a minimum of 3.5 feet to provide pedestrian protection from the elements. Canopies (awnings) may extend to a point not more than 2 feet in from the face of the curb, or 7 feet from the building, whichever is
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less.

- d. Canopies must be constructed of fire resistant materials.
- 7. The color of the awning shall match or complement the color scheme of the main façade.
- 8. The chairperson and designated agent shall have the authority to approve minor changes to the awning and paint scheme.

Vicinity Map



Scope of Work

Tim and Lori Buchkowski are requesting design review approval to paint the façade and install a new awning on their building (Arbuckles Eatery & Pub) at 1320 Strong's Avenue. A rendering has been submitted and is attached identifying the proposed paint scheme and awning. In summary, the paint scheme is a gray with black accent. The new awning is proposed to cover the entire front façade between the storefront and second floor windows. Specific details regarding the request and review of the ordinance and design guidelines pertaining to the request are below.



Awning

Color: Black
 Size: 34 feet wide, 4 feet tall, 4 foot projection
 Height: 101 inches (8.4 feet) sidewalk to bottom
 Materials: Sunbrella Fabric
 Lettering/logo: "Arbuckles Eatery & Pub"

Paint

Type: Two-tone paint scheme
 Colors: Gray with black accent
 Materials Painted: Entire front façade (wood, brick)

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

Paint (Stevens Point Design Guidelines Sec. 3.11)

1. Use high quality paint, apply a sound paint film to surfaces that were historically painted.

Analysis: The brick is currently painted.

Findings: Masonry is not typically recommended to be painted however removal of paint from brick may deteriorate the brick.

2. Follow preparation and application guidelines in previous sections on wood, metal, and masonry materials.

Analysis: Details for paint application have not been provided.

Findings: Staff would recommend the brick façade and all materials proposed to be painted, be cleaned appropriately, using the gentlest means possible, such as hand washing with natural chemicals. Sandblasting, iceblasting, corncob blasting or another method or high –pressure water blasting should not be used. Furthermore, staff would recommend where mortar joint repair is needed due to cracks, missing and crumbling mortar, and loose bricks, the appropriate mortar be used, matching is color, texture, width, strength, and profile. Caulk shall be prohibited for use in brick mortar joints.

3. Select paint schemes that are most appropriate to the architectural style and period of the historic structure.

Analysis: The paint scheme proposed is gray and black. The entire second story façade is proposed to be a single color (gray).

Findings: Staff would recommend that the color scheme have a color scheme that is a little lighter as opposed to the black. Staff is fine with allowing a lighter gray as the main color and a darker gray or pewter as the accent color (see photo with example). In addition, staff would recommend that the second story façade have accent color around the architectural elements, similar to the image below. This will help break up the façade and call attention to the architectural elements of the building.



- 4. Masonry surfaces were historically unpainted and should not be painted. Paint previously painted masonry material in colors that reflect the underlying material.

Analysis: The picture to the right identifies a different color scheme on the building, suggesting that it has been painted multiple times and would be difficult to remove. The underlying materials were likely a red brick color.



Findings: Guidelines would suggest a color that closely resembles the original brick color, similar to the image below. While guidelines would suggest more of an original color, staff does not feel that a light gray and dark gray/pewter color scheme would detract from the building or surrounding properties, as it is more of a “natural” or “earth tone” color. If one were to stick with the original brick color, it would be similar to the color of the building in the image below.

Paint Scheme Example



Arbuckles South Facade



Arbuckles Alley Entrance



Awning (Stevens Point Design Guidelines Sec. 4.5)

- 1. Awnings should be placed only on structures for which they are historically accurate or which there exists physical evidence of a previous treatment.

Analysis: Staff has not found any physical historical evidence of an awning previously existing during the building’s construction era.

Findings: It is evident that several buildings downtown historically had awnings, primarily over the storefront entrance, and/or storefront windows.

2. Awnings should be placed appropriately to fit in the opening above display windows and doors. They should be affixed so that no architectural features are concealed or damaged.

Analysis: The proposed awning will cover two doors and two large windows. Furthermore, the awning is proposed to exist between two brick columns.

Findings: No major features are concealed with the proposed awning.

3. Semi-circular, barrel type (balloon) awnings are not recommended.

Analysis: The request involves removing a semi-circular, barrel type (balloon) awning and replacing it with a triangle (straight sloped) awning across nearly the entire width of the façade.

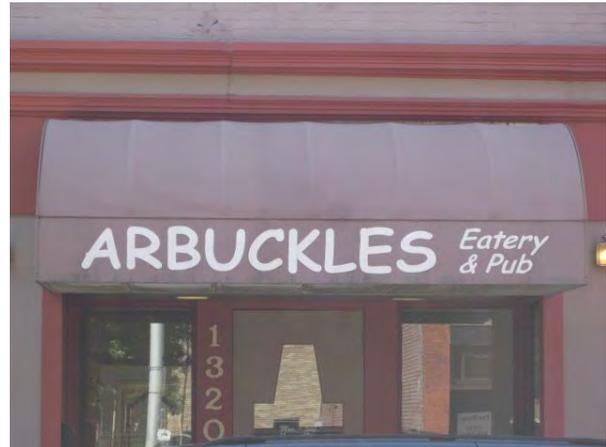
Findings: The triangle awning proposed meets the guidelines.

4. Awnings should be mounted within the window opening, directly on the frame. On masonry structures attachments for awning should be made in the mortar joints and not in the brick itself.

Analysis: Details regarding the mounting of the awning have not been provided.

Findings: Staff would recommend that the awning be attached to existing mounting hardware or attached to hardware placed in the mortar joints and not in the brick.

Photographs



Name and Address		Parcel #	Alt Parcel #	Land Use
TLB Properties LLC 1720 Ridgewood Circle Plover, WI 54467		240832202645	240832202645	Restaurant w/ Apt(s)
		Property Address		Neighborhood
		1320 Strongs Ave		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
TLB Properties LLC	9/30/2003	\$199,500	Quit Claim Deed	645180		Land & Build.

SITE DATA

PERMITS

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
41.0	41.0	86.0	3,526.0	0.081	7/9/2002	30903	\$2,995	090 Roof/Strip & re-ro	
					12/1/1998	28110	\$10,000	042 Interior Renov/Re	

2014 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$23,300	\$144,300	\$167,600
Total	\$23,300	\$144,300	\$167,600

LEGAL DESCRIPTION

LOTS 3 & OUTLOT 2.1 CSM# 3218-11-176 BNG PRT NENW 32 T24 R8 ESMTS DES IN 457/524 & 545/573 545/574-5 681/964 645180

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
TLB Properties LLC 1720 Ridgewood Circle Plover, WI 54467		240832202645	240832202645	Restaurant w/ Apt(s)
		Property Address		Neighborhood
		1320 Strongs Ave		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Restaurant (C avg)	1900	2,546	Masonry - Avg	12
1	2	Apts (C avg)	1900	2,090	Masonry - Avg	12
1	3	Restaurant (C avg)	1900	756	Masonry - Avg	12

Total Area		5,392
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BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Bar/Tav/Restaurant Unf Bsmnt	2,546				

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	52
		Year Built	1900
		Eff. Year	1963
		One Bedroom	2
		Two Bedroom	1
		Three Bedroom	
		Total Units	3
		Stories	2.00
		Business Name	Arbuckles w/ apt above



HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point
Community Development Department

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

APPLICATION FOR DESIGN REVIEW

ADMINISTRATIVE SUMMARY (Staff Use Only)

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

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant?) <input checked="" type="checkbox"/>	
Applicant Name	Tim + Lori Buchkowski	Contact Name	TLB Properties
Address	1720 Ridgewood Circle	Address	
City, State, Zip	Plover, WI 54467	City, State, Zip	
Telephone	715-341-2444	Telephone	
Fax		Fax	
Email	tlbprop@att.net	Email	

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
2408, 32, 2026, 45 / 1320 Strongs Ave		
Legal Description of Subject Property		
Lot 3 + outlot 2.1 CSM # 3218-11-176 BNG PRT NENW S32 T24 R8 ESTMTS DES 457/524 + 545/573 545/574 681/964 645/180; 78640 SRES		
Area of Subject Property (Acres/Sq Ft)	Area of Building or Structure (Sq Ft)	
0.080		

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
		restaurant	
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)			
Repainting the front of the building gray with accent trim painted black. A new black awning with our business logo on it. We want to update and coordinate with surrounding buildings. August + 2015			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done?			
NO			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements.			
yes. Building south of us has black awnings. Buildings across the street have gray and black paint.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)?			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at www.stevenspoint.com)			

EXHIBITS

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	Date	Signature of Property Owner(s)	Date
<i>Terrell Beechler</i>	6/10/15	<i>Terrell Beechler</i>	6/10/15

Terrell M. Beechler 6/10/15 *Terrell M. Beechler* 6/10/15

Baraboo Awning

1111 Walnut Street PO Box 57

Baraboo, WI 53913

PH 608-356-8303 Fax 608-356-0140

info@BarabooAwning.com

www.BarabooAwning.com



Arbucks

CLIENT

Stevens Point, WI

LOCATION

JP

PROJECT MANAGER

MRW

DESIGNER

1

DRAWING

REVISION NUMBER

4-24-15

REVISION DATE

CUSTOMER APPROVAL

4-6-15

DATE

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

Administrative Staff Report

Scott Gulan
Façade Grant and Design Review
1140 Main Street
July 1, 2015



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"> • Scott Gulan <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"> • 2408-32-2029-31 <p>Zone(s):</p> <ul style="list-style-type: none"> • "B-3" Central Business District <p>Master Plan:</p> <ul style="list-style-type: none"> • Downtown District <p>Council District:</p> <ul style="list-style-type: none"> • District 1 – Doxtator <p>Lot Information:</p> <ul style="list-style-type: none"> • Actual Frontage: 25 feet • Effective Frontage: 25 feet • Effective Depth: 132 feet • Square Footage: 3,300 • Acreage: 0.076 <p>Structure Information:</p> <ul style="list-style-type: none"> • Year Built: addition 1896 (119 yrs) • Number of Stories: 2 <p>Current Use:</p> <ul style="list-style-type: none"> • Restaurant/Tavern on first floor, Vacant Second Floor <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • Chapter 22 • Downtown Design Guidelines • Façade Improvement Grant 	<p>Request</p> <p>Request from Scott Gulan, representing Guu Inc., for an amendment to the façade improvement grant contract for additional funds in the amount of \$1,293.02, relating to exterior building work at 1140 Main Street (Parcel ID 2408-32-2029-31).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Parcel Data Sheet • Application • Contractor Bids • Meeting Minutes – Grant Approval July 9, 2014, & April 1, 2015 <p>City Official Design Review / Historic District</p> <ul style="list-style-type: none"> • Downtown Design Review District <p>Staff Recommendation</p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none"> • The roof/overhang shall be attached to existing mounting hardware or attached to hardware placed in the mortar joints and not in the brick. • Fencing proposed east of the patio, including the gate for deliveries and staff use, shall be the proposed black metal fencing. • Cedar wood identified on the corrugated fence shall be stained or finished with a weather resistant finish. • A second bid shall be submitted from the applicant for fencing to be reviewed and approved by the chairperson and designated agent. • The applicant shall submit a paint sample to be reviewed and approved by the Chairperson and designated agent. • Staff would recommend the brick façade and all materials proposed to be painted, be cleaned appropriately using the gentlest means possible, such as hand washing with natural chemicals. • Sandblasting, iceblasting, corncob blasting or another method or high-pressure water blasting shall not be used to clean the brick. • Where mortar joint repair is needed due to cracks, missing and crumbling mortar, and loose bricks, type N mortar shall be used, matching in color, texture, width, strength, and profile to the original. • Caulk shall be prohibited for use in brick mortar joints.
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Program Guidelines

- Lighting above the existing awning on the south façade shall be repaired and restored to its original functioning state.
- Refuse and garbage containers shall be screened using vegetation or fencing, with materials and design to be submitted for review and/or approval by the HP/DRC chairperson and designated agent.
- Updated proof of insurance shall be submitted.
- 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.
- Windows shall consist of wood and shall be permitted to be wrapped in aluminum cladding.
- 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 and to be approved by the HP/DRC chairperson and designated agent.
- 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, and color, 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 façade renovation activities may incorporate creating new window and 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 \$30,000.00 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:

Improvement Activity	Proposed Matching Grant Assistance
First Floor Storefront Windows - 3 (South Façade)	\$4,177.11
Storefront Doors - 2 (South Façade)	\$2,628.39
Second Story Windows - 3 (South Façade)	\$3,733.68
Second Floor Windows - 2 (North Façade)	\$1,422.67
Entrance Door - 1 (North Façade)	\$339.23
Side Windows - 4 (East Façade)	\$1,628.39
Exterior Stairwell (North Façade)	\$8,750.00

	Staining Mahogany Wood Doors & Windows	\$1,727.50
	New Exterior Trim	\$1,050.03
	Masonry Work	\$3,250.00
	Fencing surrounding Patio and Stairwell Entrance	\$1,293.02.00
	Painting North Façade	N/A
	Roof/Overhang Covering Patio Area	N/A
	TOTALS	\$30,000.00

Vicinity Map



Façade Contract Review

Mr. Gulan has received a total façade grant funds in the amount of \$28,706.98. The maximum amount for a project and property is \$30,000.00. Throughout this large rehabilitation project several parts were identified which were slated to receive approval separately. The following activities have been approved and part of the façade grant:

Approved Façade Improvement & Activities:

1. Install 3 second floor (south façade) aluminum clad double hung windows.
2. Install 2 first floor (south façade) wooden commercial storefront doors with finished wooden exposed exterior.
3. Install 3 first floor (south façade) wooden commercial storefront windows with finished wooden exposed exterior.
4. Install 4 second floor (east façade) aluminum clad glider/slider windows in existing, and expanded openings.

5. Install 2 second floor (north façade) aluminum clad windows in existing, and expanded openings.
6. Install 1 second floor (north façade) heavy grade entrance door in an existing, and expanded opening.
7. Install 1 exterior metal covered staircase and railing to access the second floor (north façade) entrance.
8. Tuckpoint and repair masonry around windows and doors as necessary.

***Underlined activities have been completed.

The final project activities include the following and must be reviewed by the Historic Preservation Design Review Commission (HPDRC):

1. Installation of fencing, enclosing and surrounding the patio area and second floor entrance.
2. Painting of the north façade.
3. Installation of a roof / overhang covering a portion of the patio area.

The activities above cost significantly more than the requested amount, however the maximum eligible reimbursement for the façade improvement grant is limited to \$30,000.00. Likewise, the total project cost exceeds \$60,000. Therefore, the applicant has submitted a request for \$1,293.02 which when combined with the existing grant would total \$30,000.00. See the table below outlining project activities and costs. This grant has been amended once, most recently in April, 2015, as the original HPDRC approval and building code requirements regarding the stairwell increased project costs significantly.

Improvement Activity	Proposed Matching Grant Assistance	Status
First Floor Storefront Windows - 3 (South Façade)	\$4,177.11	Approved & Complete
Storefront Doors - 2 (South Façade)	\$2,628.39	Approved & Complete
Second Story Windows - 3 (South Façade)	\$3,733.68	Approved & Complete
Second Floor Windows - 2 (North Façade)	\$1,422.67	Approved & Complete
Entrance Door - 1 (North Façade)	\$339.23	Approved
Side Windows - 4 (East Façade)	\$1,628.39	Approved & Complete
Exterior Stairwell (North Façade)	\$8,750.00	Approved – In Progress
Staining Mahogany Wood Doors & Windows	\$1,727.50	Approved & Complete
New Exterior Trim	\$1,050.03	Approved & Complete
Masonry Work	\$3,250.00	Approved
Fencing surrounding Patio and Stairwell Entrance	\$1,293.02	Awaiting Approval
Painting North Façade	N/A	Awaiting Approval
Roof/Overhang Covering Patio Area	N/A	Awaiting Approval
TOTALS	\$30,000.00	

All proposed improvement or renovation must obtain HPDRC approval. See the standards of review below.

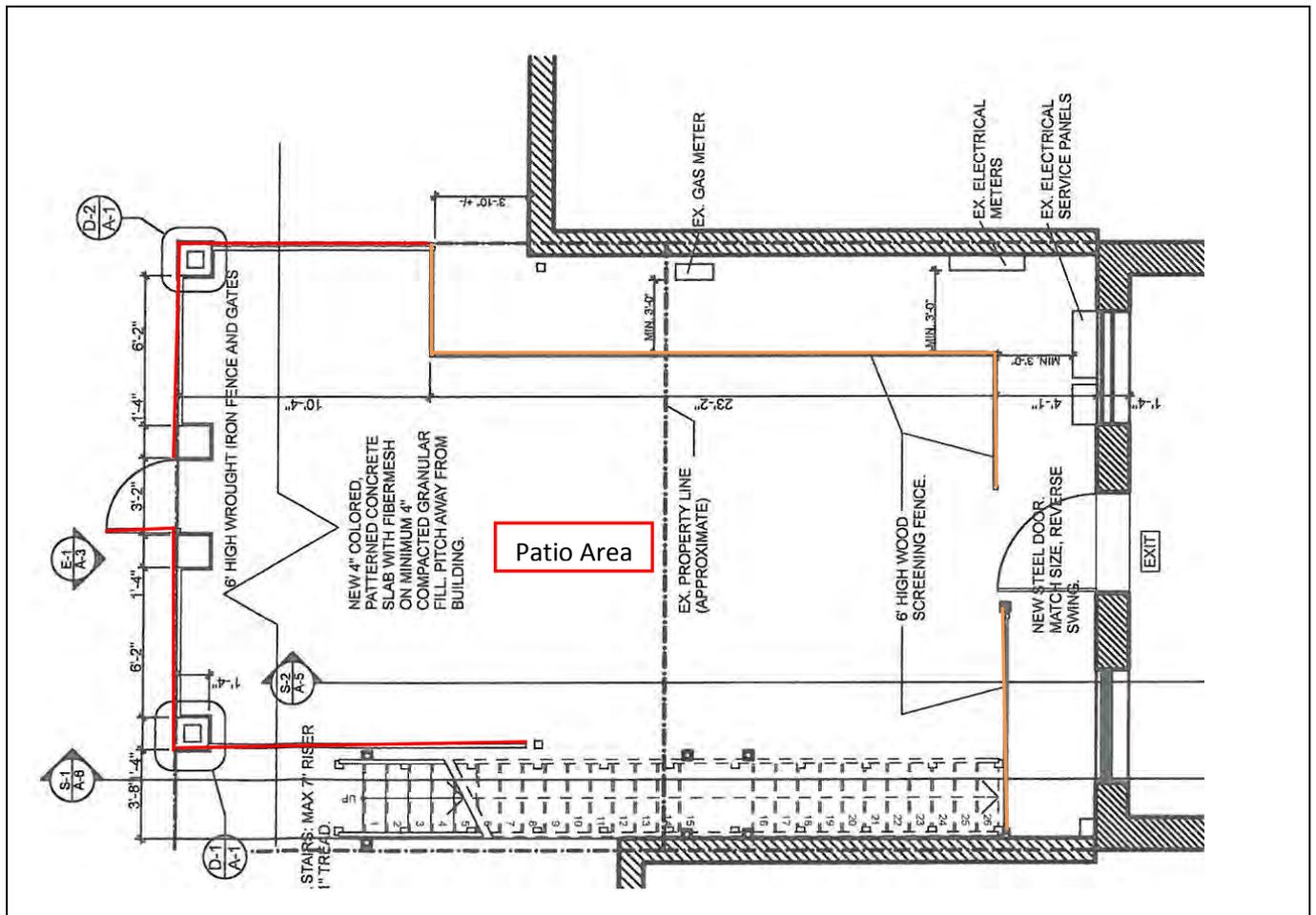
Scope of Work

As façade grant funds have already been awarded, in the amount of \$28,706.98, an amendment is requested for additional funds to cover added costs for building improvement activities. Façade improvement grant activities have not changed significantly from the original approval; therefore, detailed review is only provided for the new project activities.

1. Fencing

Analysis: The applicant is proposing similar black fencing found surrounding nearby dumpsters. The proposed

black fencing, however will not have privacy slats. Furthermore, it will enclose the patio area, depicted in the photo below and will be six feet in height. A second fence type made of corrugated steel and a cedar wood frame, at a six or eight foot height, is proposed directly under the roof/overhang to screen mechanical equipment and provide a route for deliveries and staff.



Findings: Primary fencing around the patio will match that of the fencing surrounding the nearby dumpster corrals. Furthermore the black color will match that of the covered stairwell existing on the property. While the black fencing will be very visible from the exterior, the corrugated fencing will be mostly covered by the proposed roof overhang and existing buildings. The applicant has stated a mix of historic and urban style is being pursued within the patio area. The solid corrugated fence will be utilized to keep separation from patrons and staff receiving deliveries and utilizing the dumpsters. While the corrugated fence is not historic, staff would recommend approval, given its location under the overhang and also recommend that the cedar be stained or finished with a weather resistant finish. **Note that brick pillars seen on the rendering and site plan are not being pursued.** Also, staff would recommend a second bid be submitted from the applicant for fencing, as only one bid was submitted from Security Fence. The chairperson and designated agent shall have the authority to review and approve the second bid. Lastly, staff recommends the fencing gate on the east side of the building be constructed of the proposed black metal fence.

2. **Paint**

Analysis: Paint is requested on the entire north façade which is currently painted several colors. A cream color is proposed however has not been submitted.

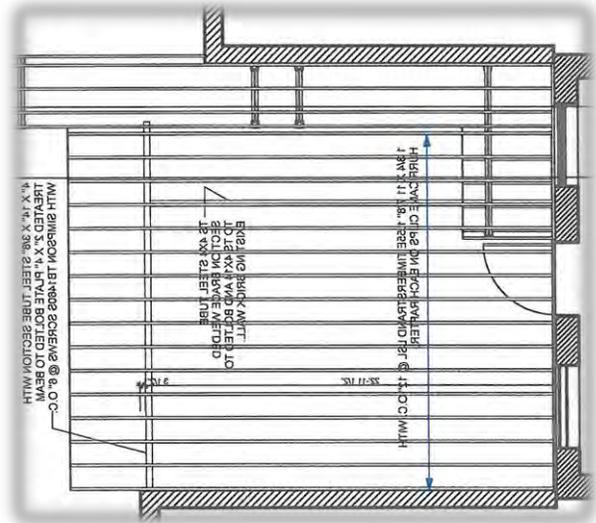
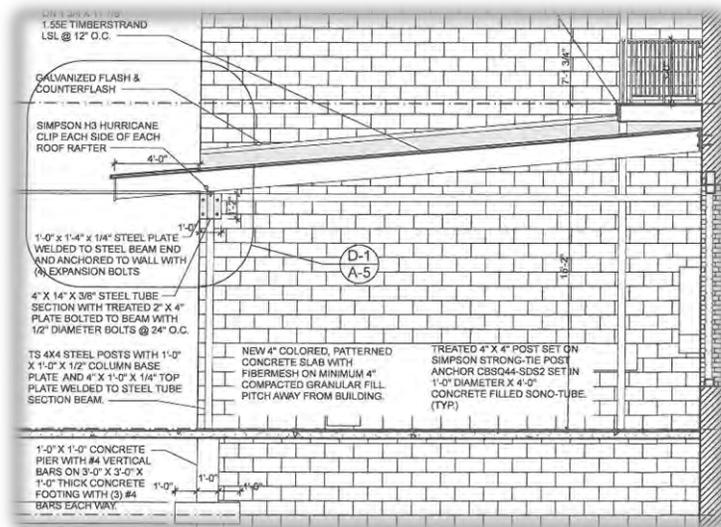
Findings: Painting the north façade a single color will assist in creating needed aesthetics for the rear façade. Furthermore, it will accentuate other elements of the building, such as windows and doors.

3. **Roof / Overhang**

Analysis: The applicant is requesting to construct an approximately 20 by 25 foot roof/overhang over a portion of the patio area. The roof is proposed to connect to the building, below the existing stairwell, and extend approximately 25 feet where steel posts will support the front of the structure. A black standing seam metal roof and metal flashing is proposed as a finish. Furthermore, the height of the roof will vary between approximately twelve feet near the front to fourteen feet at the rear connected to the building. **Note that the roof will not be enclosed and the rendering does not reflect the current proposal.**

Findings: The proposed roof will match the existing stairwell and design of the patio area. Furthermore, it will provide for a covered seating area for the business and a second entrance. Aesthetics are improved greatly for the north façade with the applicant's completed and proposed rehabilitation activities.





Standards of Review

Design Guidelines

The following standards would apply to this request:

Fences and Walls (Stevens Point Design Guidelines Sec. 4.6)

1. Wood, brick, stone, and decorative block, and iron are appropriate fencing materials in the historic districts. Welded wire, when permanently attached to wooded or iron posts is allowed if covered with vegetation. Vinyl fences and chain link fences are not recommended.

Analysis: A black fence is requested, similar to the existing fence around the nearby dumpsters. Secondly, a corrugated metal fence wrapped in a cedar frame is proposed, located primarily underneath the roof/overhang.

Findings: Metal and wood are the primary materials for the fencing.

2. New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure.

Analysis: A black, six foot high fence is proposed to surround the patio. A corrugated metal and cedar fence is proposed under the proposed overhang.

Findings: The black fence mimics an iron or historic type design and can similarly be found throughout the downtown. While neither fence is historic, the black fence somewhat resembles a wrought iron style. Furthermore, the corrugated metal and cedar fence offers an urban design style that primarily exists underneath proposed roof and overhang and will primarily be visible to patrons of the establishment.

3. Fences and walls should be used to screen service areas, garbage receptacles, and parking lots in the commercial areas.

Analysis: Fencing is proposed on each side of the rear entrance door and along the east neighboring building. Three to four feet will exist between the building and fence for staff and delivery use.

Findings: The proposed corrugated fence will screen the utilities on the rear façade.

Paint (Stevens Point Design Guidelines Sec. 3.11)

4. Use high quality paint, apply a sound paint film to surfaces that were historically painted.

Analysis: The brick on the north façade is currently painted multiple colors. A cream color is requested. No paint sample has been provided.

Findings: Masonry is not typically recommended to be painted however removal of paint from brick may deteriorate the brick.

5. Follow preparation and application guidelines in previous sections on wood, metal, and masonry materials.

Analysis: Details for paint application have not been provided.

Findings: Staff would recommend the brick façade and all materials proposed to be painted, be cleaned appropriately, using the gentlest means possible, such as hand washing with natural chemicals. Sandblasting, iceblasting, corncob blasting or another method or high –pressure water blasting should not be used. Furthermore, staff would recommend where mortar joint repair is needed, that the appropriate mortar be used, matching in color, texture, width, strength, and profile. Caulk shall be prohibited for use in brick mortar joints.

6. Select paint schemes that are most appropriate to the architectural style and period of the historic structure.

Analysis: The paint scheme proposed is a cream color that has not been submitted.

Findings: The cream or beige color will significantly lighten up the north façade area and provide needed aesthetics. Furthermore, it will accentuate other building elements, such as windows and doors. A cream color should be appropriate, as it mimics colors of stone and brick.

7. Masonry surfaces were historically unpainted and should not be painted. Paint previously painted masonry material in colors that reflect the underlying material.

Analysis: The brick on the north façade is currently painted and removal may damage the brick further.

Findings: Although a cream color may not match red brick, dark tones within a color do match stone and are of an earth tone. A cream color will likely significantly improve the façade.

**Roofs (Stevens Point Design Guidelines Sec. 3.5), Rear Elevations (Sec. 3.9), & Additions (Sec. 5.3)**

1. Changing the historic character of the building by adding roof elements that are not historically accurate such as dormer windows, vents, or skylights is not recommended.

Analysis: The proposed roof/overhang is not historic to the building. It is proposed to be added to the north façade exterior of the building via anchors into the façade.

Findings: Although the proposed roof and overhang is attached to the building, it will not greatly change the underlying appearance of the existing north façade. The structure could be removed leaving only anchors in the brick façade which can be patched. The historic character of the building will remain largely intact as the request involves adding a roof/overhang similar to a lean-to.

2. Roof ventilators and other mechanical items should be installed on rear slopes or other locations not easily visible from the public right-of-way. Roof additions in downtown should be placed away from the primary elevation of hidden behind parapet walls.

Analysis: The proposed roof/overhang is proposed on the north facade, at a height of twelve to fifteen feet. No mechanical units are proposed on the roof addition.

Findings: The addition, along with the proposed fencing will assist in screening mechanical equipment on the building.

3. Retain and preserve historic side and rear elevations and their architectural features.

Analysis: A roof/overhang is proposed, similar to a lean to. The roof will be anchored to the building on the west side.

Findings: No architectural features found on the rear (north elevation) are being changed, removed, or negatively affected. Significant improvements are proposed to an unappealing façade to improve building aesthetics, screen utility equipment, service second floor apartments, and offer an outdoor dining/patio area.

4. Historic structures that are adjacent to rear parking areas or public rights-of-way are encouraged to utilize rear entrances allowing public and private access. If the rear entrance is public, awnings, and other exterior features should be more subdued than those of the primary elevation.

Analysis: The project was pursued due to the recent redevelopment of the former mall, allowing for many businesses to have a second storefront. Furthermore, the project incorporated an outdoor patio for the restaurant use. Outdoor seating for the restaurant currently exists on Main Street with room for only a few tables.

Findings: The historic character was maintained on the south (main façade) of the building with the installation of doors and windows matching the historical character and design. The north façade activities maintain the historical character of the building, while also improving the area aesthetics and screening utility equipment. Furthermore, all other necessary approvals for a patio area on the north façade have been granted. The applicant is taking full advantage of a second façade, and nearby parking and greenspace, while diversifying and improving the business with an added patio.

5. Whenever a rear elevation faces of public right-of-way or parking facility, particularly on the waterfront, unnecessary utility lines and equipment should be removed, whenever possible. New utility and mechanical equipment should be placed in inconspicuous locations such as the roof or screened from public view.

Analysis: Utility equipment on the north façade is very visible, however is proposed to be screened with a corrugated metal and cedar fence. Costs to move utilities would be great, and furthermore, the electrical has been buried which serves the property and neighbors.

Findings: Project activities on the north (rear) façade did not include improvements to the first floor windows, vents and utility equipment. Paint will assist in improving the aesthetics, however the existing utility equipment detracts from the improved aesthetics. The roof addition, along with fencing will screen the utility equipment.

Meeting minutes from the original approval and recent amendment are attached. Additional information for each meeting can be obtained at the City's website or in the Department of Community Development.

Based on the findings above, staff would recommend approving the request to amend the façade contract to install fencing, and a roof/overhang, as well as paint the north facade. Given the uniqueness of the building, allowing for two main facades, a full façade improvement grant of \$30,000 is warranted. Furthermore, while the roof and metal fencing may not be historic, it will aid in covering existing utility equipment and greatly improve the aesthetics of the north

façade, while complementing the existing design and historical components. Lastly, the fencing and roof/overhang are not permanently fixed to the building and should not degrade the historical integrity of the structure. If removed, the north façade will maintain its integrity and character with little to no major improvements needed.

Building Images



South Façade – Before



South Façade - After



North Façade



Stairwell



North Façade – Utilities



Roof Support footer



Patio Area – Stained Concrete



North Façade

Name and Address		Parcel #	Alt Parcel #	Land Use
Guu Inc 1140 Main St Stevens Point, WI 54481		240832202931	240832202931	Bar/Tavern w/ Warehouse above
		Property Address		Neighborhood
		1140 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Valentine Brown Addn		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

SITE DATA

PERMITS

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
25.0	25.0	132.0	3,300.0	0.076					

2014 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$21,800	\$130,600	\$152,400
Total	\$21,800	\$130,600	\$152,400

LEGAL DESCRIPTION

W 1/2 LOT 8 BLK 29 V BROWN ADD 674/745

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Guu Inc 1140 Main St Stevens Point, WI 54481		240832202931	240832202931	Bar/Tavern w/ Warehouse above
		Property Address		Neighborhood
		1140 Main St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note	Valentine Brown Addn		B3-CENTRAL BUSINESS	

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Bar/Tavern (C avg)	1896	2,800	Masonry - Avg	16
1	2	Warehse, Storage (C avg)	1896	2,800	Masonry - Avg	10
Total Area				5,600		

BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Bar/Tav/Restaurant Unf Bsmnt	2,800				

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	48
		Year Built	1896
		Eff. Year	1967
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	2.00
		Business Name	Bar Tavern w/ warehouse above

Department of Community Development
 City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481



Kyle Kearns
 Economic Development Specialist
 Ph: (715) 346-1567
 Fax: (715) 346-1498
kkearns@stevenspoint.com
stevenspoint.com

Façade Improvement Grant Program Application

ADMINISTRATIVE SUMMARY (Staff Use Only)

Date Submitted	6/23/15	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 type="checkbox"/>)	
Applicant Name	Guv Inc DBA Guv's on	Contact Name	Scott Gulan
Address	1140 Main Street Main	Address	1140 Main Street
City, State, Zip	Stevens Point, WI	City, State, Zip	Stevens Point, WI 54481
Telephone	715-344-3200	Telephone	Same
Cell	715-252-3016	Cell	..
Fax	715-344-3002	Fax	..
Email	Sgulan@hotmail.com	Email	..

PROJECT SUMMARY

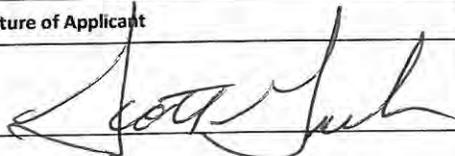
Scope of Work to be Undertaken (attach contractor estimates, if available)	
<ul style="list-style-type: none"> - Security fence - Patio Roof - Stair Roof 	
Describe the Positive Impact Your Project will Bring to Stevens Point	
<ul style="list-style-type: none"> - Beautify the exterior of my Building - increase traffic to downtown. 	
Total Cost of Project Improvements	Amount of Matching Grant Assistance Requested
\$ 20,000	\$
Estimated Start Date	Estimated Completion Date
ASAP	7/31/15
Number of Commercial Tenant Spaces Within the Building	Number of Residential Tenant Spaces Within the Building
1	

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
	6/23/15		

Proposal

Security Fence

& SUPPLY CO., INC.

<input type="checkbox"/>	N1357 Municipal Dr., P.O. Box 320, Greenville, WI 54942-0320	(920) 757-7240	FAX 757-7245
<input checked="" type="checkbox"/>	1508 DuBay Ave., Stevens Point, WI 54482	(715) 344-6340	FAX 344-4254
	Wausau (715) 359-7266	Green Bay (920) 435-9060	Oshkosh (920) 231-1472

OFFICE USE ONLY

DATE: 6/19/15		THIS PROPOSAL EXPIRES IF NOT SIGNED AND RETURNED WITHIN <u>15</u> DAYS	
PROPOSAL FOR (NAME): GUUS ON MAIN		CONTACT: SCOT GULAN	
STREET: 1140 MAIN STREET		JOB LOCATION:	
P.O. BOX:			
CITY, STATE, ZIP: STEVENS POINT, WI 54481			
TELEPHONE: WORK- 715-344-3200		HOME-	
FAX:	MOBILE:	E-MAIL: sgulan@hotmail.com	

COMMERCIAL SPECIFICATIONS

Wire.....	End Post.....	Corner Post.....	Line Post.....
Top Rail.....	Gate Post.....	Barbed Wire....	Drive Set.....
Tension Wire....	Bottom Rail....	Mid Rail.....	Concrete Set...

FURNISH AND INSTALL 107' OF 6' HIGH BLACK 3-RAIL MAJESTIC DESIGN MONTAGE PLUS STEEL ORNAMENTAL FENCE INCLUDING (2) 4' WIDE SINGLE SWING GATES AND (1) 5' WIDE SINGLE SWING GATE.

**ALL POSTS PLATED AND MOUNTED TO CONCRETE PAD WITH EXPANSION ANCHORS.
ALL INTERNALLY WELDED FENCE SYSTEM AND GATES.
(1) 4' WIDE GATE INSTALLED WITH PANIC BAR EXIT GATE HARDWARE.**

TOTAL = \$ 9,650.00

FURNISH AND INSTALL 25' OF 6' HIGH PRIVACY FENCE TO HIDE ELECTRICAL AND UTILITY PANELS. FENCE TO BE MADE OF CORRUGATED STEEL AND FRAMED OUT WITH CEDAR WOOD.

ALL POSTS PLATED AND MOUNTED TO CONCRETE PAD WITH EXPANSION ANCHORS.

TOTAL = \$ 1,572.00

****OWNER'S RESPONSIBILITY****

1. LOCATE YOUR PROPERTY LINES
2. SECURE FENCE PERMIT IF NEEDED
3. CHECK LOCAL ORDINANCES
4. LOCATE PRIVATE UNDERGROUND UTILITIES (i.e. pool lines, sprinklers etc.)

Job scheduling process commences AFTER receipt of signed contract or Purchase Order.

TERMS OF PAYMENT: UPON COMPLETION: \$	MC/VISA #	Exp.
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This Proposal presented on behalf of SECURITY by: Wayne E. [Signature]

Acceptance of Proposal

The above prices, terms and specifications together with the TERMS AND CONDITIONS ON THE REVERSE SIDE HEREOF WHICH THE UNDERSIGNED HAS READ are hereby accepted and agreed.

Please sign and return ONE copy	Signature:	
Date Signed: 20__	If signed in a representative capacity, complete reverse side information.	

TERMS AND CONDITIONS

1. AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SECURITY FENCE & SUPPLY COMPANY, INC., HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO SECURITY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. SECURITY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.
2. Prior to commencement of work by Security in accord with this Proposal, it shall be the owner's sole responsibility to accomplish the following:
 - a. Obtain all applicable government zoning and building permits.
 - b. Establish and mark property lines and location of fence.
 - c. Locate and mark all underground utilities.
 - d. Determine that the proposed fence complies with all applicable governmental ordinances and any private restrictions or covenants affecting Owner's land.
 - e. Remove obstructions of any nature, which in any manner interfere with the installation of the proposed fence.
3. In submitting this Proposal, Security assumes that there are no underlying rocks or debris on the property. Should any such conditions be encountered, the Owner will be notified and charged in addition to the total price the cost of any necessary labor and materials at current rates for such extra labor and/or materials.
4. The entire cost is payable in full on the date of completion. You agree to pay a DELINQUENCY CHARGE in addition to the total cost if we are not paid in full within ten (10) days of the completion date. The delinquency charge will be calculated at the rate of one percent (1%) per month on the unpaid balance of the purchase price. This delinquency charge is equivalent to an annual charge of twelve percent (12%). The delinquency charge will continue to be assessed each day that there remains an outstanding balance on your account calculated as aforesaid.
5. If this Proposal has been accepted by a married individual Wisconsin resident, this agreement is made in the interest of his marriage and family.
6. If the person signing the Acceptance of this Proposal is doing so in a representative capacity on behalf of a partnership or corporation, such signatory person warrants and certifies as follows:
 - a. The true and correct name of the corporation or partnership is: _____.
 - b. The title of the signer is: _____.
 - c. The signatory person has been authorized by appropriate action of the partnership or corporation to accept this Proposal.
7. Other: (If blank, none assumed).

FOR OFFICE USE ONLY

OBSTRUCTIONS _____

GRADE _____

PROPERTY LINE _____

Commercial Roofing, Inc.

2300 Maple Drive
Plover, WI 54467
1-800-236-2178 or (715) 341-2178
Fax (715) 341-2541



PROPOSAL



NAME Gunn's on Main	JOB NAME Back Patio Project
ADDRESS 1140 Main Street	ADDRESS
CITY Stevens Point	CITY
ST/ZIP WI 54481	ST/ZIP
ARCHITECT	DATE OF PROPOSAL June 19, 2015

We hereby submit specifications and estimates for:

1. Furnish and install 24 gauge d-edge with standard color Kynar finish.
2. Furnish and install 24 gauge rake edge with standard color Kynar finish.
3. Furnish and install 24 gauge counter flashing with standard color Kynar finish.
4. Furnish and install 24 gauge, 1.0" x 12" snap seam metal panels with standard color Kynar finish.
5. Furnish a 20 year material finish warranty.

Investment & Terms Page

We propose hereby to furnish material and labor-complete in accordance with the above specifications for the sum of: **twelve thousand eight hundred forty-seven dollars**

Dollars (**\$12,847.00**) Submitted by: **Lee Portmann**

UPGRADES/DEDUCTIONS:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to or above standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

PAYMENT TERMS:

Total Proposal Amount \$ _____ ;including accepted Upgrades or Deductions
Deposit Due \$ _____
Due at Completion \$ _____

- 1) A finance charge of 1½% per month, which is an annual percentage of 18%, will be charged on all accounts which become past due.
- 2) Until the 50% deposit is received, the contract price may be adjusted to compensate for any increase in material prices which have occurred since the proposal date.
- 3) Because of volatility in roofing and insulation pricing, this proposal may be withdrawn or amended if not accepted within 15 days.
- 4) Certain projects may require additional monthly progress billings.
- 5) Start dates cannot be guaranteed by salesperson. There are variables beyond the control of Commercial Roofing, Inc. such as weather, product shortages, etc. that affect scheduling. A company representative will contact you to schedule a tentative start date.
- 6) By signing this proposal, you give Commercial Roofing, Inc. permission to use pictures in future advertising.

ACCEPTANCE OF PROPOSAL:

The above prices, specifications and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above.

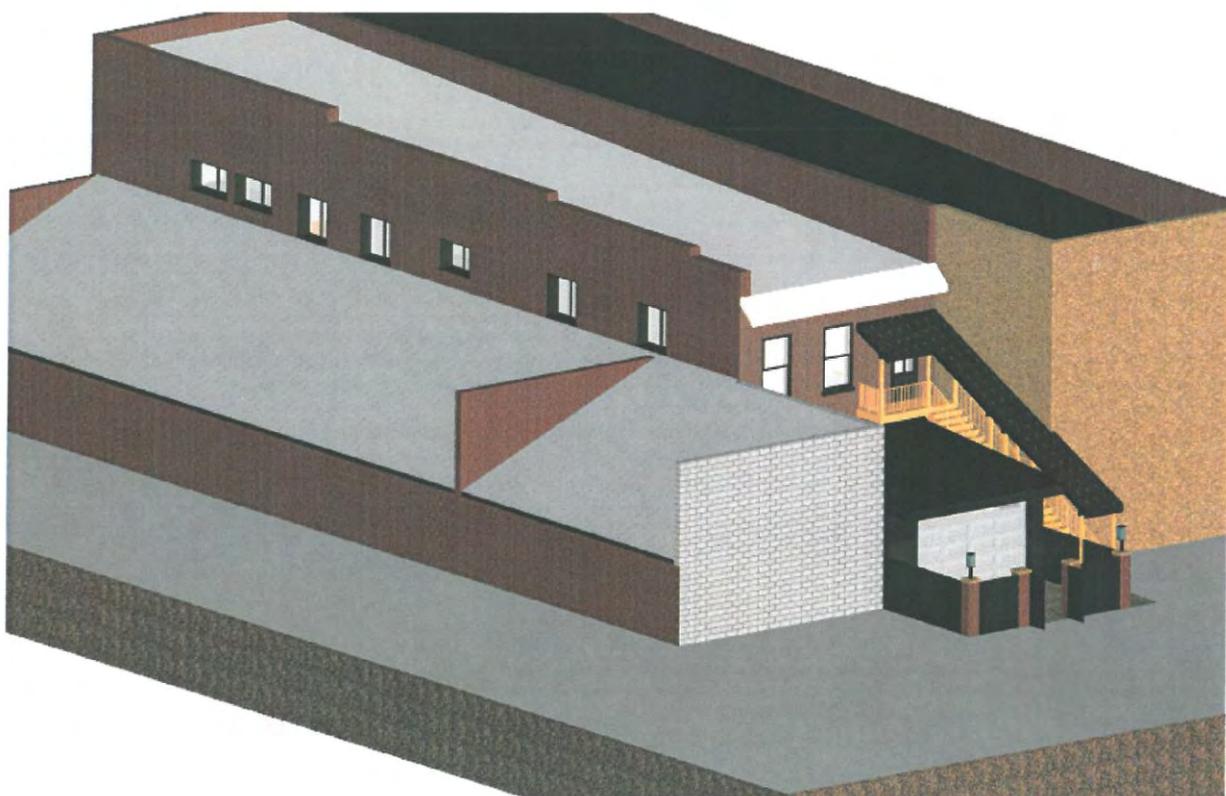
Date of Acceptance _____ Signature _____

Printed Name and Title of Signee _____

“Visit our website: www.commercial-roofing.com”

Exhibit D





BRUCE W. MARTIN, ARCHITECT
 2708 EAST PLANK ROAD
 APPLETON, WI 54915
 920 284-7769
 twm.architect@me.com



APARTMENT CONVERSION

GUU'S ON MAIN
 1140 MAIN STREET
 STEVENS POINT WISCONSIN 54481

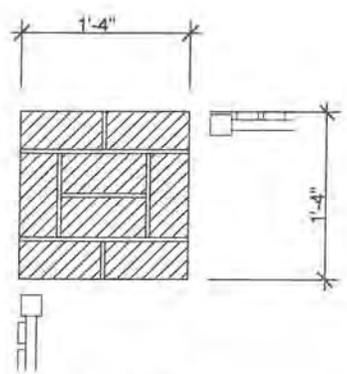
PROJECT NUMBER:
 1305

PROJECT STATUS:
 CONSTRUCTION DOCUMENTS

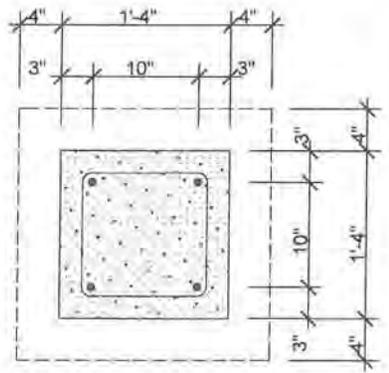
DATE OF ISSUE:
 7/8/2014

SHEET TITLE
 PLANS

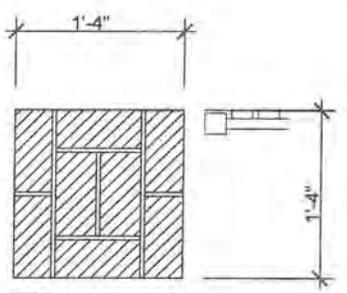
A-1
 SHEET 2 OF 8



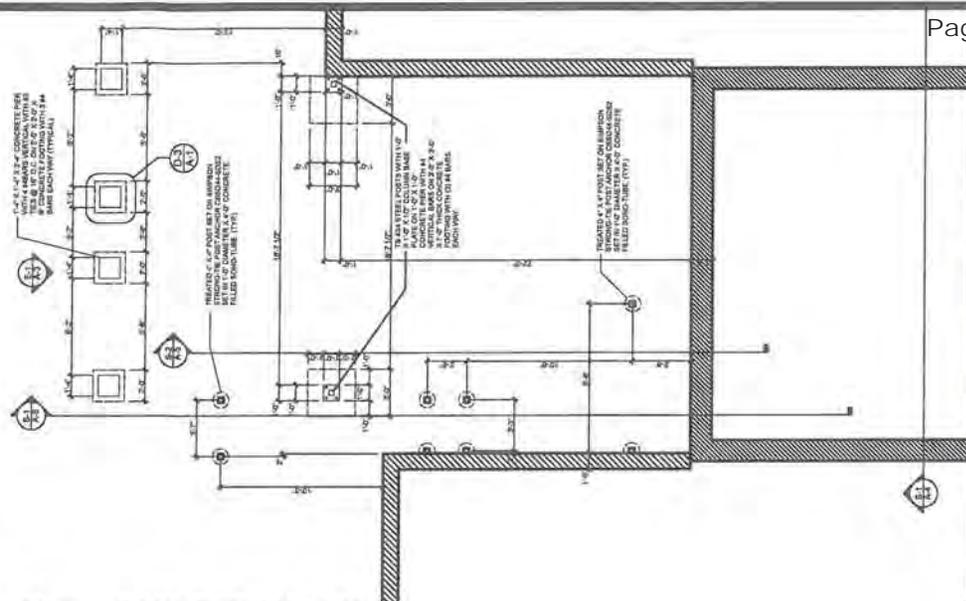
D-1 BRICK PIER DETAIL
 SCALE: 1"=1'-0"



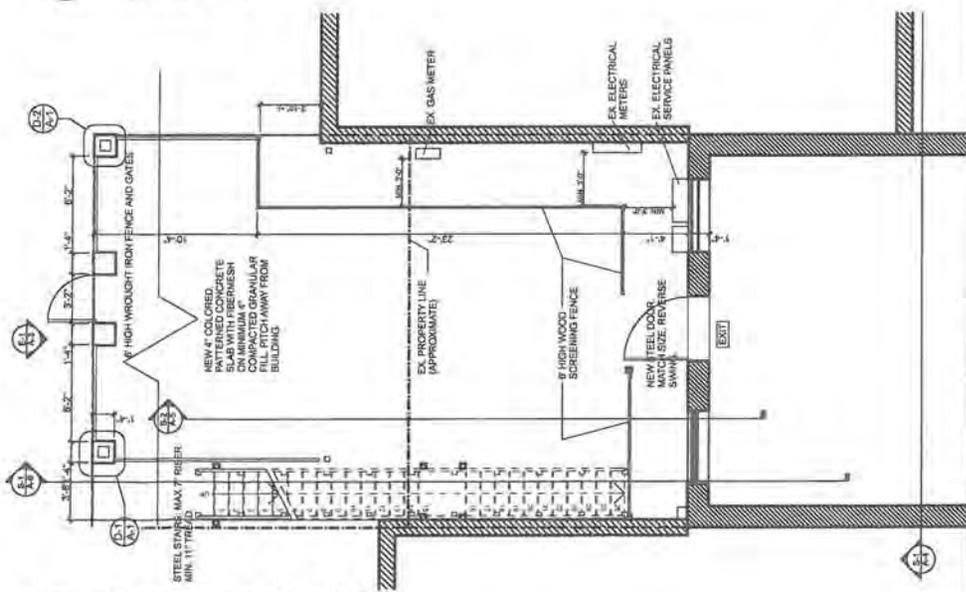
D-3 CONCRETE PIER DETAIL
 SCALE: 1"=1'-0"



D-2 BRICK PIER DETAIL (ALTERNATE COURSE)
 SCALE: 1"=1'-0"



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



FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"



APARTMENT CONVERSION

GUU'S ON MAIN
 1140 MAIN STREET
 STEVENS POINT WISCONSIN
 54481

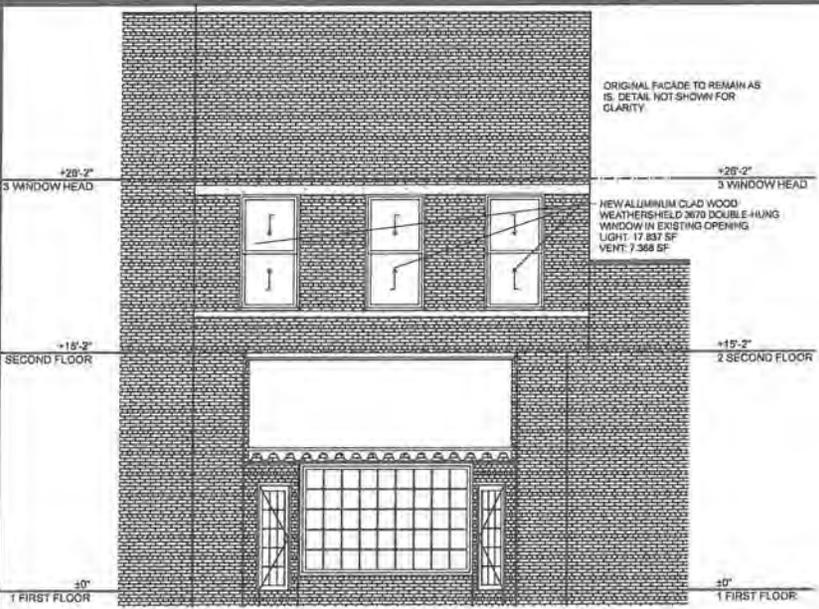
PROJECT NUMBER:
 1305

PROJECT STATUS:
 CONSTRUCTION DOCUMENTS

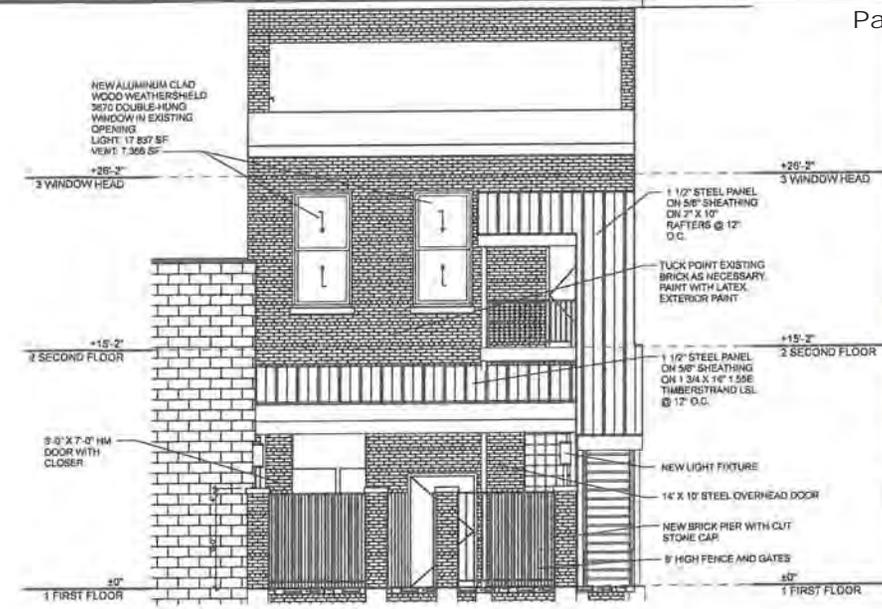
DATE OF ISSUE:
 7/8/2014

SHEET TITLE
 ELEVATIONS

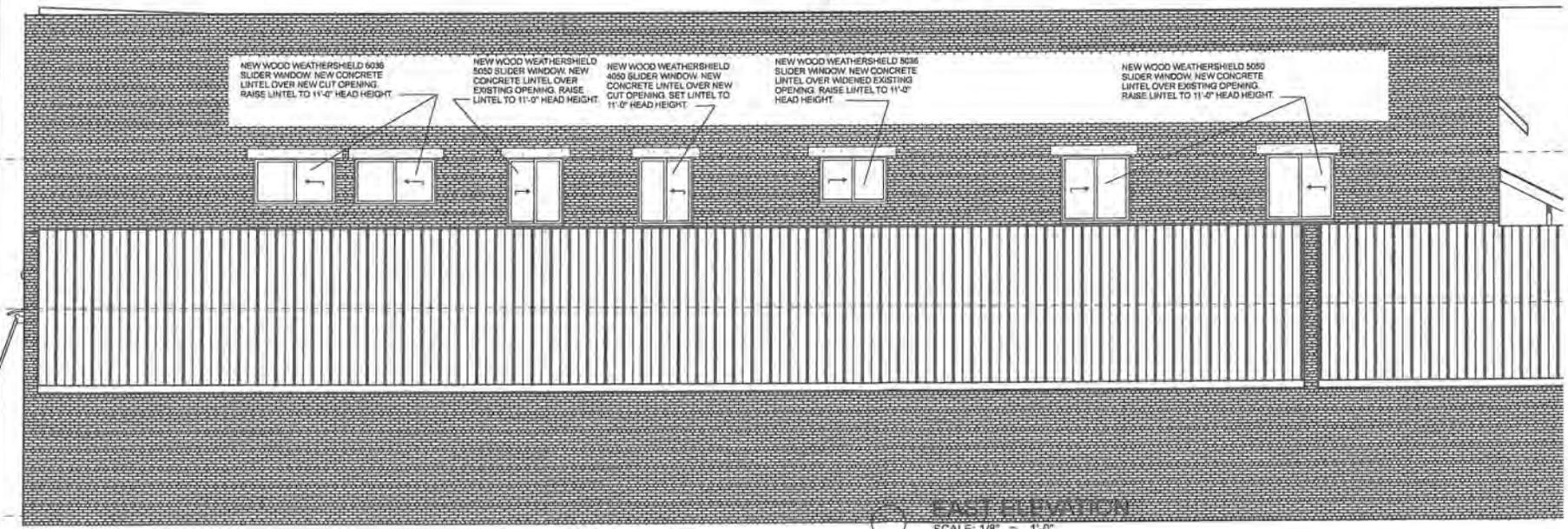
A-3
 SHEET 4 OF 8



SOUTH ELEVATION
 SCALE: 1/8" = 1'-0"



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



EAST ELEVATION
 SCALE: 1/8" = 1'-0"

PENNER W. MARTIN, ARCHITECT
 2708 EAST PLANK ROAD
 APPLETON, WI 54915
 920 284-7769
 twm.architect@me.com



APARTMENT CONVERSION

GUU'S ON MAIN
 1140 MAIN STREET
 STEVENS POINT WISCONSIN 54481

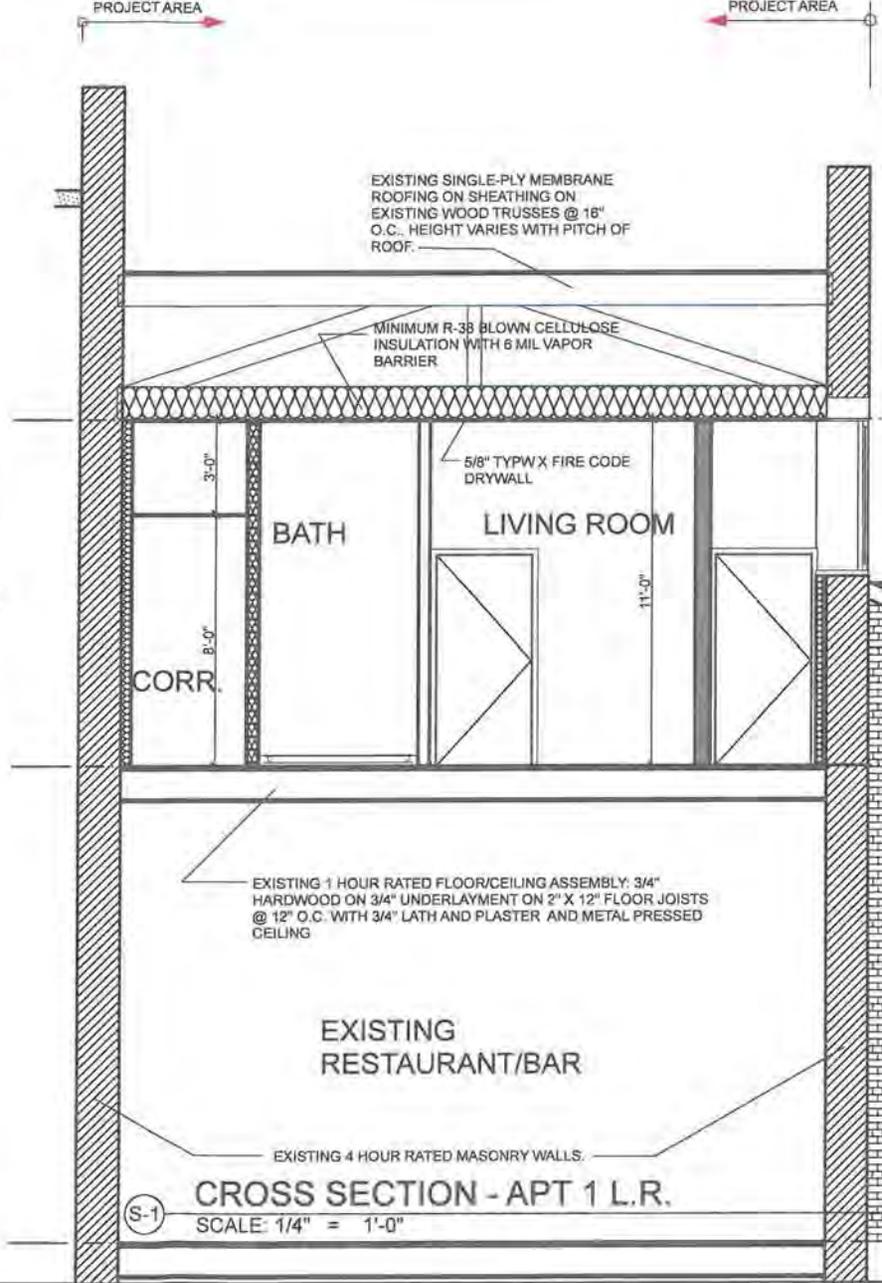
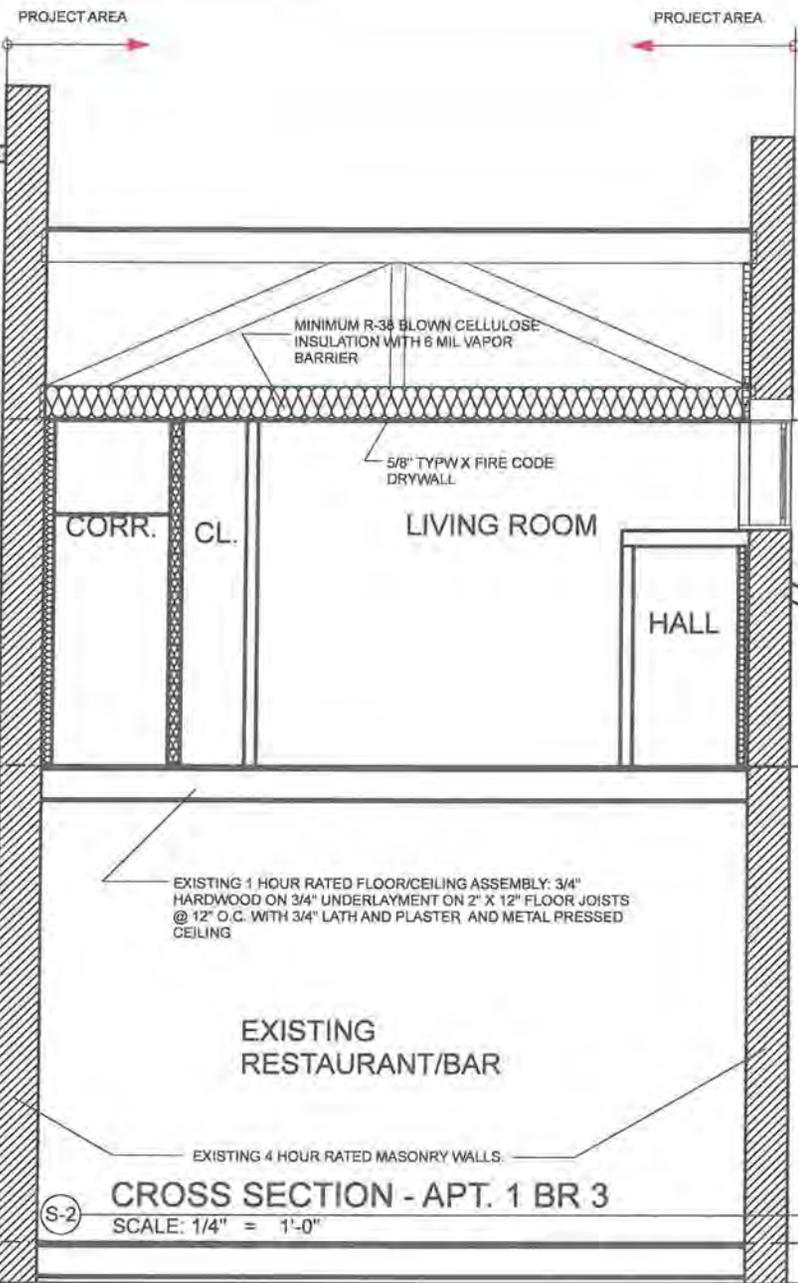
PROJECT NUMBER:
 1305

PROJECT STATUS:
 CONSTRUCTION DOCUMENTS

DATE OF ISSUE:
 7/8/2014

SHEET TITLE
 SECTIONS

A-4
 SHEET 5 OF 8



CROSS SECTION - APT. 1 BR 3
 SCALE: 1/4" = 1'-0"

CROSS SECTION - APT 1 L.R.
 SCALE: 1/4" = 1'-0"

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APARTMENT CONVERSION

GUU'S ON MAIN
 1140 MAIN STREET

STEVENS POINT
 WISCONSIN
 54481

PROJECT NUMBER:
 1305

PROJECT STATUS:
 CONSTRUCTION DOCUMENTS

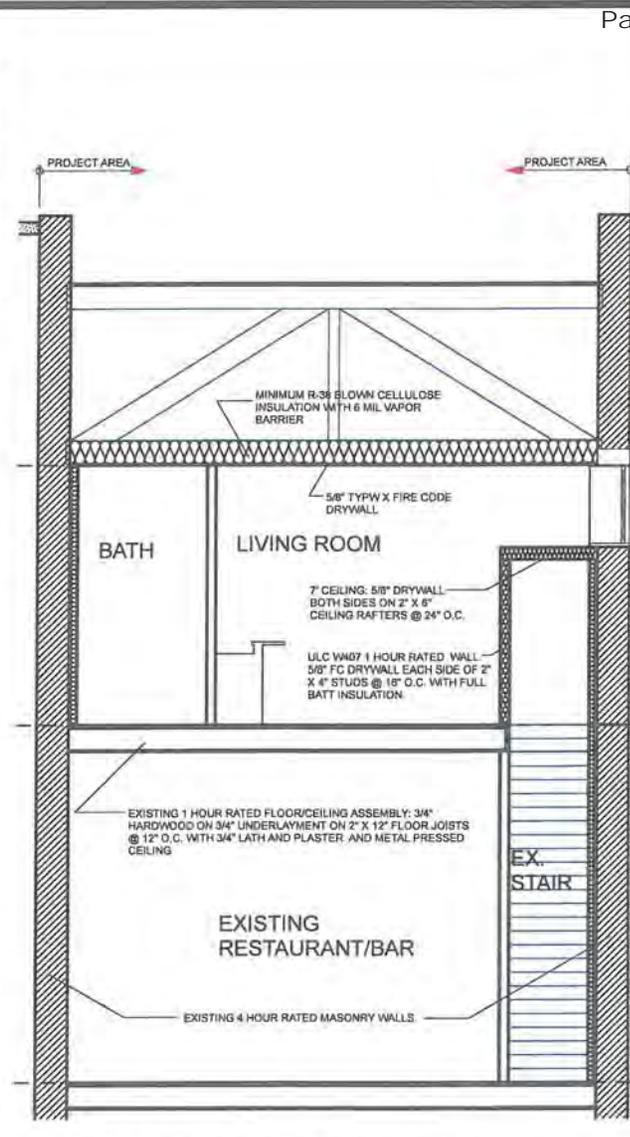
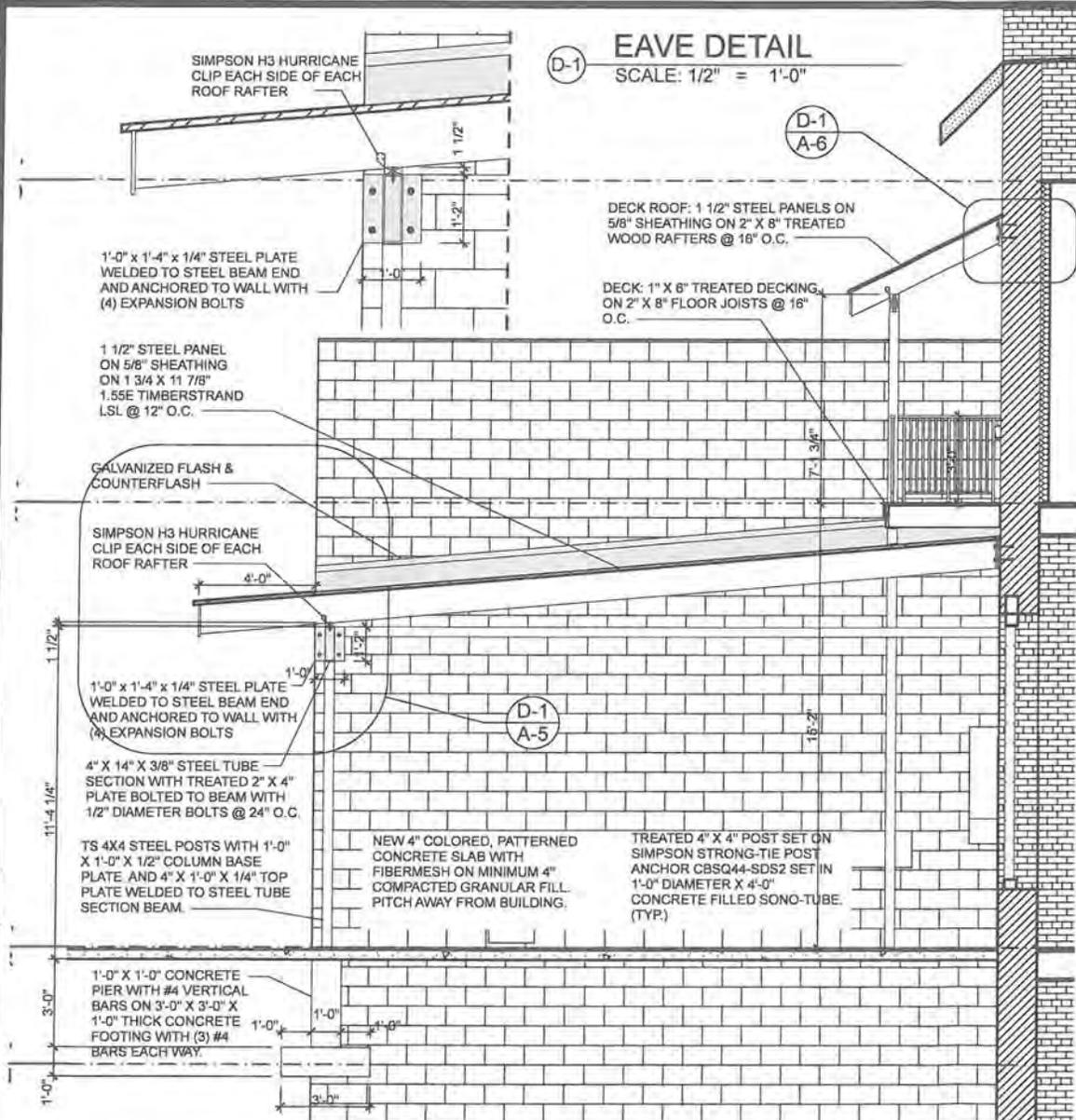
DATE OF ISSUE:
 7/8/2014

SHEET TITLE

SECTIONS

A-5

SHEET 6 OF 8



S-2 CROSS SECTION - APT. 2 L.R.
 SCALE: 3/16" = 1'-0"

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APARTMENT CONVERSION

GUU'S ON MAIN
 1140 MAIN STREET
 STEVENS POINT WISCONSIN
 54481

PROJECT NUMBER:
 1305

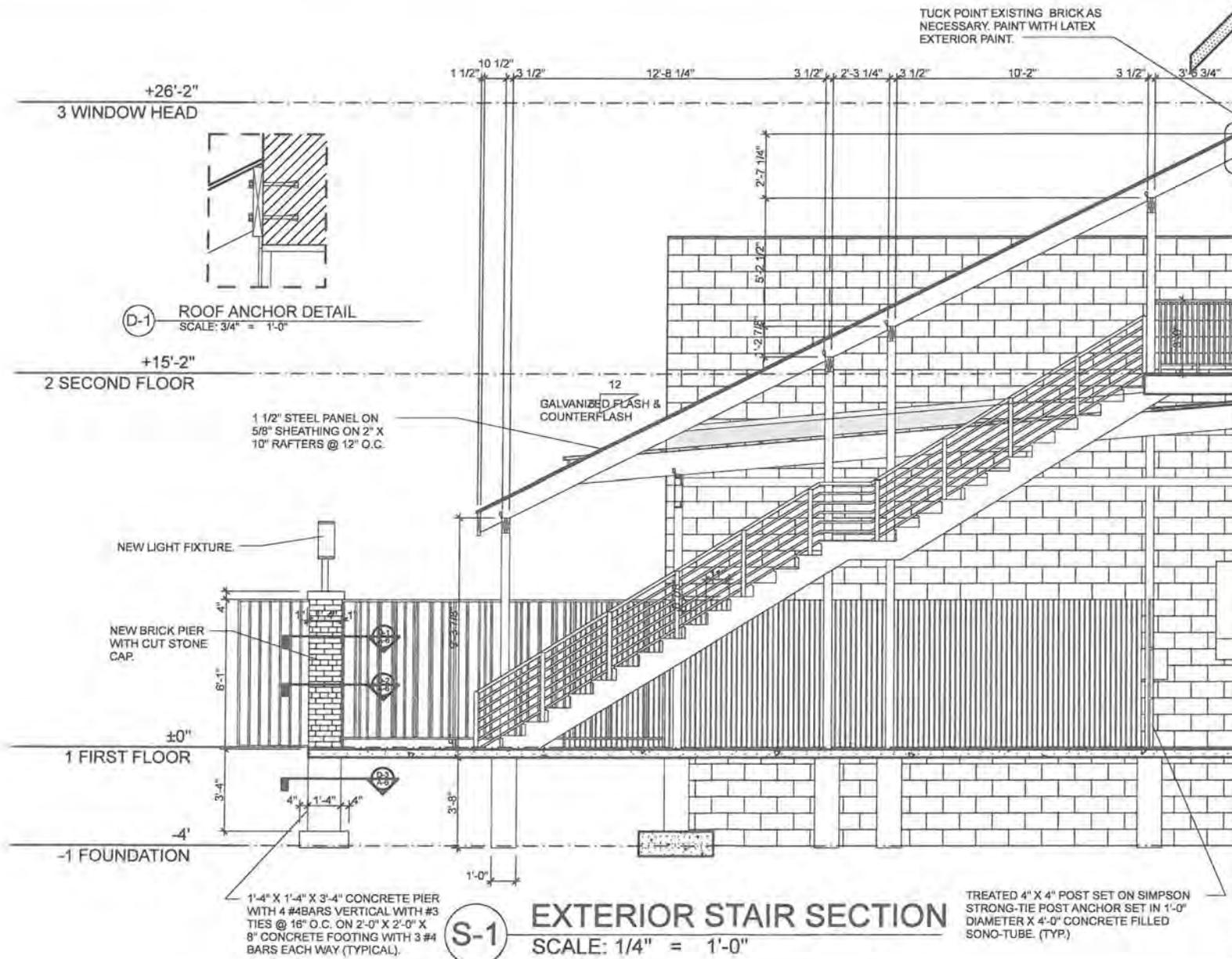
PROJECT STATUS:
 CONSTRUCTION DOCUMENTS

DATE OF ISSUE:
 7/8/2014

SHEET TITLE
 STAIR SECTION

A-6

SHEET 7 OF 8



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.

-
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.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, April 1, 2015 –4:30 p.m.

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

PRESENT: Chairperson Lee Beveridge, Alderperson Mary Stroik, Commissioner Tim Siebert, Commissioner Garrett Ryan, Commissioner Tom Baldischwiler, Commissioner Karl Halsey, and Commissioner Robert Woehr.

ALSO PRESENT: Director Ostrowski, Associate Planner Kyle Kearns, and Joel Berens, representing the applicant.

INDEX:

Discussion and possible action on the following:

1. Approval of the report from the March 5, 2015 HP/DRC meeting.
2. Request from Scott Gulan, representing Guu Inc., for an amendment to the façade improvement grant contract for an additional \$11,027.53 worth of funds, relating to exterior building work at 1140 Main Street (Parcel ID 2408-32-2029-31).
3. Request from Golden Sands Resource Conservation & Development Council, for design review of the greenspace currently north of the Fox Theater and Children’s Museum.
4. Adjourn.

-
1. Approval of the report from the March 5, 2015 HP/DRC meeting.

Motion by Alderperson Mary Stroik to approve the report from the March 5, 2015 HP/DRC meeting, seconded by Commissioner Siebert. Motion carried 5-0.

2. Request from Scott Gulan, representing Guu Inc., for an amendment to the façade improvement grant contract for an additional \$11,027.53 worth of funds, relating to exterior building work at 1140 Main Street (Parcel ID 2408-32-2029-31).

Associate Planner Kyle Kearns explained this façade grant was reviewed and approved last year, but the facade contract has not been signed, as there have been increased costs for project activities. Increased costs are primarily due to the pursuit of wooden windows, recommended by the commission, masonry activities, and stairwell construction at the rear of the building due to State requirements. Mr. Gulan, property owner, is requesting an amendment to the original façade grant approval on July 9, 2014 to increase the grant amount \$11,027.53 or a total façade grant of \$28,706.98.

Commissioner Siebert asked if there were any changes in conditions of approval, to which Mr. Kearns stated no, but two conditions have been added, regarding screening of refuse storage and providing updated proof of insurance.

Commissioner Woehr asked if the refuse screening was something new to this project, and asked for clarification on minor amendments that staff and the chairperson can approve. Lastly Commissioner Woehr asked if permission has been granted from the Redevelopment Authority to place the end of the stairwell on their property. Mr. Kearns stated previously the refuse was to be placed in shared dumpsters currently in the area, but if additional privately held dumpsters develop, they would need to be screened. Director Ostrowski explained minor amendments are things that may come up during the project. Furthermore Director Ostrowski clarified that the Redevelopment Authority has approved the agreement.

Commissioner Ryan asked if lighting on the front of the building was included in the façade plans, to which Mr. Kearns stated it has not been listed in the grant request. Joel Berens, representing the property owner, added the plan is to fix the existing lighting back to its working condition. Commissioner Ryan then asked about the masonry work on the backside of the structure, to which Mr. Berens clarified masonry work is needed around window openings and to create the new second story door. Director Ostrowski provided Mr. Ryan with a copy of the original façade grant plan and rendering that was approved on July 9, 2014.

Mr. Kearns asked for further details regarding the materials used for the rear stairwell, to which Mr. Berens stated the stairwell is a black metal. He went on to describe the increased cost for the stairwell was due to State requirements for footings. Commissioner Stroik asked if the covered roof area would be used year-round, to which Mr. Berens stated it could be.

Motion by Commissioner Ryan to approve the request from Scott Gulan, representing Guu Inc., for an amendment to the façade improvement grant contract for an additional \$11,027.53 worth of funds, relating to exterior building work at 1140 Main Street (Parcel ID 2408-32-2029-31) with the following conditions:

- **Lighting above the existing awning on the south façade shall be repaired and restored to its original functioning state.**
- **Refuse and garbage containers shall be screened using vegetation or fencing, with materials and design to be submitted for review and/or approval by the HP/DRC chairperson and designated agent.**
- **Updated proof of insurance shall be submitted.**
- **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.**
- **Windows shall consist of wood and shall be permitted to be wrapped in aluminum cladding.**

- 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 and be approved by the HP/DRC chairperson and designated agent.
- 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 designs, materials, color, and etcetera to be approved by the HP/DRC chairperson and designated agent.
- All window shall match that exactly of the window opening, except that on the north façade renovations activities may incorporate creating new window and 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 \$28,706.98 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:

Improvement Activity	Proposed Matching Grant Assistance
First Floor Storefront Windows - 3 (South Façade)	\$4,177.11
Storefront Doors - 2 (South Façade)	\$2,628.39
Second Story Windows - 3 (South Façade)	\$3,733.68
Second Floor Windows - 2 (North Façade)	\$1,422.67
Entrance Door - 1 (North Façade)	\$339.23
Side Windows - 4 (East Façade)	\$1,628.39
Exterior Stairwell (North Façade)	\$8,750.00
Staining Mahogany Wood Doors & Windows	\$1,727.50
New Exterior Trim	\$1,050.03
Masonry Work	\$3,250.00
TOTAL	\$28,706.98

seconded by Commissioner Siebert. Motion carried 5-0.

3. Request from Golden Sands Resource Conservation & Development Council, for design review of the greenspace currently north of the Fox Theater and Children’s Museum.

Director Ostrowski explained that there is vacant area, approximately 50 feet by 100 feet, exposed after the razing of the mall, north of the Fox Theater. A preliminary plan has received approval from the Redevelopment Authority. This is now the final plan for the area. The plantings and structures plan to be donated.

Commissioner Ryan asked if the structure would be moveable if and when the Fox Theater expands. Director Ostrowski pointed out the structure could be moved.

Commissioner Baldischwiler asked if the project was mainly landscaping and what was the time frame for installation, to which Director Ostrowski stated it is mainly landscaping, and the timeline for construction is early May. Lastly, a non-profit organization has been set up to continue to maintain the property.

Motion by Commissioner Siebert to approve the request from Golden Sands Resource Conservation & Development Council, for design review of the greenspace currently north of the Fox Theater and Children’s Museum with the following conditions:

- **Staff and the chairperson shall have the ability to approve minor changes to the design.**
- **Staff and the chairperson shall have the ability to approve materials and design of benches, tables, chairs, lights, and the pavilion/pergola.**

seconded by Commissioner Baldischiler. Motion carried 5-0.

4. Adjourn.

Meeting adjourned at 5:02 p.m.