

AGENDA  
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

**April 6, 2016 – 4:30 PM**

**Conference Room D – 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 of the March 2, 2016 HP/DRC meeting.
2. Request from Todd Anderson, agent for Cellcom, and representing the property owner, for design review approval to remove existing and install new antenna equipment, along with coax cable and tray on the roof and façade at **1408 Strongs Avenue (Parcel ID 2408-32-2025-03)**.
3. Request from Rod Cox, representing the property owner, for design review approval to construct a rear addition on the building at **1009 Clark Street (Parcel ID 2408-32-2025-03)**.
4. Adjourn.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday March 2, 2016 – 4:30 PM

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

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

ABSENT: Commissioner Debauch

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, Director Schrader, Pat Barlow, Diana Barlow, Dennis Grubba, Tim Anderson, Mike Beacom, Al Tessmann, Carey Larson, David Shorr, and Dan Helwig

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INDEX:

Discussion and possible action on the following:

1. A physical inspection of the sites described below by the Commission will take place at **4:00 PM**:
  - The first site to be inspected will be **1035 Main Street Main Street**;
  - And second is **1205 and 1209 Second Street** immediately following the inspection above.

Following the site inspections referenced above, the Commission will convene its formal meeting at **4:30 PM** in the City Conference Room, 1515 Strongs Avenue for discussion and possible action on the following:

2. Approval of the report of the February 3, 2016 HP/DRC meeting.
3. Request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (**Parcel ID 2408-32-2026-53**).
4. Request from Mike Beacom for a conceptual design review of exterior work at **1052 Main Street (Parcel ID 2408-32-2029-38)**. No action will be taken; this item is for discussion purposes only.
5. Request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at **1035-45 Main Street (Parcel ID 2408-32-2026-52)**.
6. Façade Improvement Grant Program summary.
7. Request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at **1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07)**.
8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Piffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.
9. Staff Update (informational purposes only).
10. Adjourn.

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    - And second is **1205 and 1209 Second Street** immediately following the inspection above.

Following the site inspections referenced above, the Commission will convene its formal meeting at **4:30 PM** in the City Conference Room, 1515 Strongs Avenue for discussion and possible action on the following:

2. Approval of the report of the February 3, 2016 HP/DRC meeting.

**Motion by Commissioner Siebert to approve the report of the February 3, 2016 HP/DRC meeting; seconded by Alderperson Ryan.**

Commissioner Woehr pointed out in the report of the February 3, 2016 HP/DRC meeting, that the motion for agenda item 4 did not show a second. Associate Planner Kearns stated the recording would be reviewed and the report would be amended.

**Motion carried 5-0.**

3. Request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (**Parcel ID 2408-32-2026-53**).

Associate Planner Kearns explained that Sentry Insurance is requesting to do some façade improvements at 1105 Main Street. All of the proposed work is on the north façade where there is currently EIFS. Decorative components, refabricated awnings, brick veneer columns, lighting, and painting of the exterior with a two color tone scheme are proposed for the building. Director Ostrowski added that Sentry will be locating in the eastern portion of the building and Clay Corners Studio will be vacating the western portion, but the entire façade will be done to match. Associate Planner Kearns continued stating that there are a few conditions that staff has recommended to be sure that work is completed according to the Design Guidelines. Lastly, he mentioned that this is unique in that the EIFS is existing and typically would not be approved, but in this instance the tenant is proposing improvements and the EIFS is not being fully removed. Staff recommends approval with the conditions listed in the staff report.

**Motion by Alderperson Ryan to approve the request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (Parcel ID 2408-32-2026-53) with the following conditions:**

1. EIFS shall be removed behind the brick columns and metal paneling prior to installation.
2. Brick Columns and metal paneling shall be directly connected to the structural backing behind the EIFS to ensure the improvements remain sound and weather resistant.
3. Type N mortar shall be used as defined by the American Society of Testing and materials (ASTM), matching in color and texture to the proposed brick.
4. A sample brick shall be provided to be reviewed and approved by the chairperson and designated agent.
5. Metal details including color, design (i.e. corrugated), etc. shall be submitted to be reviewed and approved by the chairperson and designated agent.

6. EIFS Paint Colors, light brown and gray, shall be submitted for review and approval by the chairperson and designated agent.
7. Light fixtures shall be attached in the brick mortar.
8. Light fixtures shall be black in color.
9. Proposed awning colors, black or brown, shall be submitted for review and approval by the chairperson and designated agent.
10. Awnings shall have a valance similar to the existing awnings.
11. Building codes and zoning ordinance requirements shall be met.
12. All applicable building permits shall be obtained.

**seconded by Commissioner Siebert.**

Commissioner Scripps asked if there were any objections from the applicants regarding the proposed conditions, to which they stated no.

Commissioner Woehr pointed out the proposed lighting to the façade shines up and down, which is different than the guideline recommendations. Commissioner Beveridge stated a similar concern. Director Ostrowski stated that the lighting is minimal and should not protrude above the building, and that it adds unique element to the building.

**Motion carried 5-0.**

4. Request from Mike Beacom for a conceptual design review of exterior work at **1052 Main Street (Parcel ID 2408-32-2029-38)**. No action will be taken; this item is for discussion purposes only.

Associate Planner Kearns explained this request is to present a few options as conceptual designs on the Plaza Building. This building was built in 1979 and it was of a style the state historical architect identified as brutalist style. Much of the façade is in need of repair.

Mike Beacom explained he has been looking at and having discussions over the last year as to what can be done with the façade. This building was constructed to give more office space to the downtown area. The pebble façade is a late 70's period artwork technique. The architect is still around, and he did a number of buildings with this technique. He feels it does not match the downtown with all the nice things done through the façade program in the last couple of years. If the city were to explore redoing the program, he would be interested in redoing his building. Preliminary plans for remaking the alley space and working with other groups to bring it back to small retail have been developed. He would like to turn this building from an eyesore into something that really stands out like the Children's Museum. He stated he would like to have more windows as well as some other details that have been done elsewhere downtown. Mr. Beacom continued stating that façade grant funds, and an exclusion from the time period of the building would allow for building improvements that conform to the downtown historic guidelines. Lastly, he stated that there are three facades which would need to be addressed, and he is looking for guidance from the committee.

Commissioner Beveridge asked if the pebble stone is preformed panels, to which Mr. Beacom stated there are few parts that had been repaired, but when repaired, it doesn't match well.

Mr. Beacom also explained that signage would also be a consideration for this property. In general, signage is a challenge and a new design, would create new things that would fit with the progressive ideas that Stevens Point has with signage and fit into some of the things which this committee requires.

Commissioner Beveridge asked if the architectural style and construction materials would be maintained. Commissioner Siebert agreed in keeping the brutalist style. Mr. Beacom stated there may be some re-working of window space, but mostly just getting away from the pebbles. If we have to work within the late 70's time period, we can look at other material options.

Commissioner Scripps asked, if the funds are replenished, what is the amount would he be seeking. Mr. Beacom answered closer to the amount that was funded for Mr. Green's building, as it will be a bigger surface area.

Commissioner Baldischwiler stated that the consideration of consulting the University Arts department is a good idea. Mr. Beacom stated he likes to work with the students to get the excitement back into downtown, as Mr. Green has done at 1055 Main Street.

Director Ostrowski explained that this process is similar as to what is done within the Plan Commission where the project is presented to the commission to get the thoughts and concerns so Mr. Beacom can take that information back and work with his designers to see if he can move the project forward. This request is more of repairing and replacing the façade than it really is of changing the architectural style of the building. He continued identifying that the building presents a challenge of having a pedestrian walkway and store fronts not having visibility on Main Street.

Mr. Beacom showed the commission his ideas for the alley-way and that the store spaces are meant to be co-op space. He then stated his intent to obtain suggestions and feedback from the Commission for the project and signage, as well as draw more attention to those spaces in the alley.

Associate Planner Kearns asked how thick the pebble façade was, to which Mr. Beacom stated approximately ¾ inch. Mr. Beacom asked if the committee is exploring continuing the funding, and if the Commission would be open to the idea of something that is outside of the period of the building, but using materials that fit into the downtown.

Commissioner Woehr stated regarding the grant funds, which would be up to staff and the Common Council. Director Ostrowski stated refunding the grant program is a decision by Common Council, and the program has been really successful in renewing the storefronts downtown, and actually attracting a number of businesses and residential tenants to the area.

Mr. Beacom also stated that there is another building he owns on Second Street, which would be a much smaller project, but would definitely apply for the funds for that building façade as well.

Aldersperson Ryan stated he would like to have Mr. Beacom look at the 1920-1930 styles and apply them to this building. He can see improving historic value to the building making it appear inviting and attractive to business. This building is cold and uninviting and does not achieve what the rest of downtown does regarding historic character. Lastly, aldersperson Ryan stated if renderings could show this building blending better with the general era, he would be more in favor of the project.

Mr. Beacom asked does this commission feel comfortable having another bigger project which exceeds the normal cap on funds. Commissioner Scripps stated the last big project was based on the size of the building and that it was equivalent to three times the size of other buildings. She pointed out how would we apply a similar review on this building, which is considerably smaller, but does have three facades, to which Associate Planner Kearns answered you could apply the same calculations to this building, and review all the work on visible facades for consideration. Mr. Kearns also further identified the potential for the project to obtain higher grant funds and also explained that although our design guidelines state that like materials must be used during restoration, if a building or materials cannot be restored and are beyond repair, this may be a candidate for doing a different façade. It has been identified that the building is of a specific era, and should be preserved if possible.

Associate Planner Kearns summarized that Mr. Beacom research façade options for the building that may more so resemble the construction era and architectural style of construction of the building, keeping in mind the commission likely will not approve something that is considered “fake historic” and therefore would not want to see a façade material that does not represent the building’s historic character.

With the approval of the committee, agenda item 8 was moved up to discuss next:

8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.

Associate Planner Kearns explained the request is to demolish the existing bathrooms at the park and to reconstruct them. The current facility was built in the late 70’s or early 80’s. Furthermore, the existing facility is in need of some repairs, has aged, and does not serve the park needs during events. The current buildings are two separate structures connected with a canopy, with which is not very aesthetically appealing. The new facility is approximately 30 x 50 feet which includes a 15 x 30 foot covered seating area, totaling 1500 square feet. Lastly, the architect has tried to match some of the roof lines of the band shell and some of the same materials.

Dan Helwig, architect for the Pfiffner Pioneer Park restroom project, explained that in his design he tried to connect with the band shell, in close proximity. He continued explaining the roof line, windows, and basic design of the new building while referencing a model provided. Mr. Helwig then explained the use of materials used in construction which would be lighter in color and more earth toned. He stated he would like to use larger blocks on the lower portion of the building and mainly corrugated aluminum panels and wood beams which would be open and exposed on the roof.

**Motion by Commissioner Siebert to approve the request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at 1200 Crosby Avenue (Parcel ID 2408-32-2008-05) with the following conditions:**

- 1. Landscaping details shall be provided to be reviewed and approval by the chairperson and designated agent.**
- 2. Building codes and zoning ordinance requirements shall be met.**
- 3. All applicable building permits shall be obtained.**

- 4. The Chairperson and designated agent shall have the authority to review and approve minor changes to the project, including roofing materials (metal or shingles) and masonry façade.**

**seconded by Commissioner Baldischwiler.**

**Motion carried 5-0.**

5. Request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at **1035-45 Main Street (Parcel ID 2408-32-2026-52)**.

Associate Planner Kearns explained that the applicant is looking to replace windows in the front, install a new stairwell in the back, new windows, and a new door. Staff has added some conditions to ensure that the door and window trim shall match, the masonry shall be done correctly with regards to mortar, bricks shall match, and the lower window in the back shall not be bricked in. Staff also recommends that the masonry paint color on the back shall match the existing, and that the applicant shall completely remove the alley access doors and brick be restored.

In regards to the condition of a half window by the venting, Mr. Tessmann suggested placing a piece of material in there that would be maintenance free and no brick, so that if anyone in the future wanted to do something with the room, it would be easy to change. He mentioned a surface maintenance free like EIFS, or cedar board with paint, to which Commissioner Beveridge agreed that would preserve the opening.

Commissioner Scripps stated her concern regarding exhaust venting in the winter creating a safety concern on the proposed stairs, to Mr. Tessmann identified the vents could possibly be relocated. Mr. Kearns added that a condition regarding the vents can be added to any motion for approval.

**Motion by Commissioner Scripps to approve the request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at 1035-45 Main Street (Parcel ID 2408-32-2026-52) with the following conditions:**

- 1. Wooden windows shall be installed.**
- 2. Window trim/moldings and accents shall be painted a black, bronze, or pewter color to be reviewed and approved by the chairperson and designated agent.**
- 3. New window/door trim or moldings shall match that of the originals being restored.**
- 4. Windows shall be prohibited from having tint.**
- 5. All window sills matching the originals elsewhere on the building shall be installed for new windows.**
- 6. Windows shall fit the full height and width of existing openings.**
- 7. Bricking in the rear (south) façade first floor window shall be prohibited. The applicant shall submit a design and material for the window to be reviewed by the chairperson and designated agent.**
- 8. Details reflecting historic and commercial characteristics shall be submitted for the south (rear) elevation door to be reviewed and approved by the chairperson and designated agent.**
- 9. Building lines along windows shall be preserved and matched along all building facades.**

- 10. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM), matching in color and texture to the original mortar.**
- 11. Brick matching the original in size and paint color shall be installed under the second floor south (rear) façade middle window.**
- 12. The exterior rear stairwell designs shall be submitted to be reviewed and approved by the chairperson and designated agent. The stairwell shall be constructed of metal and be black in color.**
- 13. Building codes and zoning ordinance requirements shall be met.**
- 14. All applicable building permits shall be obtained.**
- 15. Masonry on the south (rear) façade shall be painted to match the existing paint color.**
- 16. The awning framing on the north (front) façade shall be repaired.**
- 17. The alleyway access doors, framing, and hardware shall be removed and masonry repaired.**
- 18. Exhaust vents on the south (rear) façade shall be relocated so as not to create a safety hazard on the proposed platform and stairwell.**

**seconded by Commissioner Siebert.**

**Motion carried 5-0.**

6. Façade Improvement Grant Program summary.

Associate Planner Kearns explained that a summary Façade Improvement Grant was supplied showing 13 applicants that have received funding at this point, one of which is still in progress (1055 Main Street). This would be the 14<sup>th</sup> if approved, with one denial from the program. At this time there is \$32,493.39 left available in the fund, meaning a full grant could be awarded.

Commissioner Scripps asked when the commission would find out if the money would be available again. Associate Planner Kearns answered given the feedback from a few interested parties wondering if the funds are still available, we would likely have a meeting with the treasurer to see if there are funds to be moved for this year, otherwise we would approach finance and council to see if we could allocate money in the 2017 budget cycle to continue the program. Associate Planner Kearns added that a case can be made for additional funds given the positive affect it has had on the downtown. The question will be how much and if there are funds available, or if the council thinks it is important to allocate additional funds to get the other buildings done. Alderperson Ryan added that he feels the majority of the council is pro- downtown, and this would be a good time to bring the fund request back up. Chairperson Beveridge asked what the increased assessment value was to the properties that had accessed the grant funds, to which Associate Planner Kearns answered he did not have those numbers at this time, but it would be helpful to have when asking for the funds from the Common Council. Alderperson Ryan asked if all the grant recipients had pulled permits to be able to figure out increased value, to which Associate Planner Kearns answered that some may not have depending on the scope of work being done, but the assessor can assess the exterior of the building.

7. Request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at **1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07)**.

Associate Planner Kearns explained this is a design review request, as well as a façade grant request. The design review will occur for all sides of the building, regardless if the façade grant is approved. Associate Planner Kearns explained that the presentation is divided up by building elevation which would be the best way to discuss the project and improvements. Mr. Kearns proceeded to summarize the west façade improvement activities and stated the recommended added staff conditions: (1) the steel lintel shall be exposed and not covered by the awning, and (2) the paneling above the middle entrance shall be a transom window or other approved material.

Commissioner Scripps asked if the rosettes still exist under the awning, to which Associate Planner Kearns it is unknown until the start of construction. Associate Planner Kearns added that the applicant is also requesting to clean the upper façade above the windows, copulas, and the other architectural features and possibly repaint, which was not included in the façade grant. Note a condition was added that if other design improvements are not approved in the façade grant, that the applicant shall submit two bids from qualified contractors in order for proposed project activities to be included in the grant.

Commissioner Scripps asked if we are approving façade by façade, to which Associate Planner Kearns stated it would be beneficial for review to occur with each individual façade for design and the grant request, given the detailed request.

Commissioner Siebert asked if there was an issue with the windows, to which Mr. Tessmann stated at this point he does not have an idea of the cost, but would ask for approval for something similar to the former Dash of Delicious building where the building was restored with a frosted tinted glass transom. Mr. Tessmann stated that would be an option for both facades that they discuss. Associate Planner Kearns stated one of the other recommendations staff has made is that the double hung windows on the left have the same window line, and that all of the windows match that building line to create the uniformity. Mr. Tessmann explained that when first discussing this project, Mr. Laabs was informed that the right side was going to change and he is aware of that as well. Associate Planner Kearns added there were three bids for windows that were provided, two are wooden windows, and one is a more synthetic type material. All the trim and/or new windows could be fabricated to have similar molding as the existing. The preferred window requested is a vinyl type of window, but staff would still recommend wooden windows.

Carey Larson from Duralum Siding and Windows described the vinyl proposed windows to the commission and the benefit of the vinyl window over the wood windows. Commissioner Beveridge explained that a speaker from the Wisconsin Historical Society recommended to the commission to keep the original wood windows on a property and repair and maintain them due to the wood being better than what you can buy today. Mr. Larson continued that in today's recommendations from AEMI and architects, wood windows are able to get to a five foot height before a transom is needed above them, so to try to keep the architectural look the same, he feels that cellular pvc, extruded vinyl, or an aluminum window is best. A lengthy discussion occurred with the commission and Mr. Larson and Mr. Tessmann regarding window options, designs, efficiency, and costs.

Alderperson Ryan asked what type of rentals apartments are proposed, to which Mr. Tessmann stated the seven apartments now are efficiency apartments, and the five additional proposed would be loft-style apartments.

Associate Planner Kearns asked for clarification regarding the northern second story windows, and whether they are proposed directly adjacent to each other, to which Mr. Tessmann confirmed.

Commissioner Beveridge asked for the construction timeline, to which Mr. Tessmann answered the project will start after the Green Tea project is completed and the existing tenant relocates, so approximately sometime in July for the exterior, and the interior during the winter.

Commissioner Beveridge individually listed the conditions provided in the staff report and reviewed them with the other commissioners, including added conditions recommended by staff. The Commission agreed that several conditions and improvement activities needed clarification.

Associate Planner Kearns identified that all aspects of the proposed façade grant may not meet the façade grant guidelines. Given the limited amount of east façade improvement activities to a façade which has significantly lost historical characteristics due to improvements overtime, the east façade may not warrant funding. Furthermore, the north façade new windows do not maintain, improve, or restore existing historical characteristics, however they assist in adding new elements and allowing added uses at the property. Commissioner Scripps responded by explaining a case for funding the east façade improvement activities. Commissioner Ryan agreed and recommended performing additional improvement activities to the rear (east façade), such as painting utilities and conduit, or removing entrance structures. Mr. Tessmann identified that many of those improvements can occur. Mr. Kearns identified that a condition can be added to the approval indicating the above recommendations. Lastly, Mr. Kearns clarified that total costs for improvement activities based on recommendations and conditions of approval may change, which may also require updated bids or additional bids for activities such as the parapet and cupola cleaning and painting. Mr. Kearns clarified if the Commission does not feel comfortable acting on the façade request or design review component a postponement motion can be made which would allow for the applicant to provide clarity, updated bids, and additional materials.

**Motion by Commissioner Woehr to table request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000 and design review for exterior building work at 1205 Second Street (Parcel ID 2408-32-2015-03) and 1209 Second Street (Parcel ID 2408-32-2015-07) giving the applicant the opportunity to pursue additional bids and conduct additional project research; second by Commissioner Siebert.**

**Motion withdrawn by Commissioner Woehr.**

Discussion occurred amongst the commission regarding specific conditions of approval and windows. The applicant, Al Tessmann proceeded to describe the proposed window installation and materials. Associate Planner Kearns, identified that should aluminum clad windows be installed, existing mouldings would not be maintained and restored, to which, Carey Larson confirmed. Conversation then occurred amongst the commission upon which wood windows were recommended for installation which utilize existing window mouldings.

Aldersperson Ryan stated his willingness and comfort level to approve the request given the added conditions of approval discussed.

Commissioner Scripps clarified her position to allow the applicant to pursue a material to cover the south façade windows proposed to be covered, which would not permanently fill in the opening. Al Tessmann questioned whether closed shutters would be approved for the proposed window closures on the south façade, to which the Commission was agreeable.

Aldersperson Ryan questioned whether the north façade improvement activities should be included in the façade grant. Al Tessmann submitted his ideas for putting roman arches above new proposed windows along the north façade, similar to existing arches found elsewhere on the building. Commissioner Woehr stated the proposed windows on the north façade may not improve the façade, but rather support the economic viability of the project, and therefore may not meet the façade grant guidelines. Aldersperson Ryan responded stating the proposed activities will assist in adding attractiveness to the building. Commissioner Scripps questioned if windows would have been originally installed on the north façade if a building was not directly adjacent as seen in the historic photos.

Associate Planner Kearns summarized the design review request and façade grant request, along with the costs associated with each proposed improvement activity.

**Motion by Commissioner Siebert to approve the request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at 1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07) with the following conditions:**

- 1. Wooden windows shall be installed where proposed, in existing openings and new openings.**
- 2. Window trim and accents shall be painted a black, bronze, or pewter color to be reviewed and approved by the chairperson and designated agent. New window features such as sash, rail, head, etc. shall match the painted color chosen.**
- 3. New window/door trim or moulding shall match that of the originals being restored.**
- 4. Windows shall be prohibited from having tint except for those on the western façade where the chairperson and designated agent shall have the authority to approve minor tint.**
- 5. Transom windows or another material reviewed and approved by the chairperson and designated agent shall be installed above second story west façade windows matching the full rounded window openings.**
- 6. Windows in new openings shall have window sills and rounded headers that match the originals elsewhere on the building.**
- 7. Fixed/picture windows shall be installed in new window openings along the north facade above the double hung windows.**
- 8. Bricking in windows shall be prohibited. A design and material resembling closed shutters shall be submitted to be reviewed and approved by the chairperson and designated agent for**

installation on one undersized second story south façade window and one first story south facade window.

9. A new design reflecting historic and commercial characteristics shall be submitted for the east elevation door and be reviewed and approved by the chairperson and designated agent.
10. Building lines along windows, transom windows, first and second floor features and other significant details shall be preserved and matched along all building facades.
11. Organic compounds and hand washing methods are recommended to be used on the brick, metal, and other exterior building materials.
12. Sandblasting and power washing shall be prohibited on any building feature.
13. 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.
14. Masonry brick removed from the building shall be preserved and used where appropriate for door surrounds or brick repair.
15. The building date, rosettes, and other features shall be preserved.
16. The lintel or structural beam shall be restored and exposed along the east facade and remain visible after awning installation.
17. The chairperson and designated agent shall have the authority to review and approve awning color.
18. Awning framing and anchors shall not penetrate the brick, but instead be placed in the mortar joints.
19. Any mechanical equipment shall be located on the roof and screened appropriately.
20. A rounded header shall be installed above the east (rear) facade second floor door matching existing window headers.
21. The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project which meet the design guidelines.
22. Wood paneling above the west facade middle entrance shall be removed and replaced with a transom window or material reviewed and approved by the chairperson and designated agent.
23. Additional rear (east) building façade improvement activities shall occur, including painting of conduit, utility lines, and improvements to other features to be reviewed and approved by the chairperson and designated agent.
24. A second bid for the awning materials shall be submitted and reviewed/approved by the chairperson and designated agent.
25. Proof of insurance shall be provided.
26. All work shall be completed within one year, with extensions up to one additional year to be approved by the chairperson and designated agent.

**27. Project must adhere to Façade Improvement Grant Program Guidelines.**

**28. No funds shall be disbursed until project is fully completed.**

**29. The maximum City participation shall not exceed \$30,000.00. Individual lines items shall be reviewed and approved upon receiving the additional bids or adjustments to the project scope identified in the conditions of approval which may change the award amount.**

**seconded by Alderperson Ryan.**

**Motion carried 5-0.**

8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.

Item 8 was moved up after item 4, see above discussion.

9. Staff Update (informational purposes only).

10. Adjourn.

**Meeting adjourned at 7:16 PM.**

# Administrative Staff Report



**Install Antennas and Cables  
Design Review Request  
1408 Strongs Avenue  
March 31, 2016**

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

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>Todd Anderson (Cellcom)</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li> <li>Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>2408-32-2025-03</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>"B-3" Central Business District</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>District 1 – Doxtator</li> </ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"> <li>Actual Frontage: 256 feet</li> <li>Effective Depth: 218 feet</li> <li>Square Footage: 55,808</li> <li>Acreage: 1.281</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year Built: addition 1923 (93 years)</li> <li>Number of Stories: 5</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Residential / Office, Commercial</li> </ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"> <li>Chapter 22</li> <li>Downtown Design Guidelines</li> </ul>	<p><b>Request</b></p> <p>Request from Todd Anderson, agent for Cellcom, and representing the property owner, for design review approval to remove existing and install new antenna, along with coax cable and tray on the roof and façade at <b>1408 Strongs Avenue (Parcel ID 2408-32-2025-03)</b>.</p> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"> <li>Property Data</li> <li>Application</li> <li>Plans</li> <li>Architectural Study</li> </ol> <p><b>City Official Design Review / Historic District</b></p> <ol style="list-style-type: none"> <li>Downtown Design Review District</li> <li>National Register of Historic Places</li> </ol> <p><b>Staff Recommendation</b></p> <p>Based on the findings below, staff would recommend approval of the design review request for 1105 Main Street with the following conditions:</p> <ol style="list-style-type: none"> <li>The applicant shall pursue positioning the tray position at the location identified in the photo below. Should mechanics and other elements prevent the tray from being installed at this location, the applicant has the authority to install the tray as originally proposed.</li> <li>Building codes and zoning ordinance requirements shall be met</li> <li>All applicable building permits shall be obtained.</li> </ol>
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## Vicinity Map



## Scope of Work

Todd Anderson, agent for Cellcom, and representing the property owners is requesting to remove existing rooftop antennas and replace with new antenna. The new antennas are proposed to be placed at a lower elevation on the rooftop than the existing antennas and be painted to match the existing brick color. It appears a total of six antennas will be installed on two elevator penthouses on the rooftop of the building. In addition to the antennas, the applicant is requesting to run coax cable in a covered tray on the exterior west elevation of the building. For further details please see the attached plans. Note also the attached architectural study which found that no adverse effect would result to historic properties from the proposed improvements.

This request is before the commission as the request involves the installation of mechanical equipment on a primary elevation, in this case the rooftop and west elevation, which is considered a major work. Guidelines of review are below.



Please note the following:

The 2013 Biennial Budget Act modified regulatory powers of local governments in regard to cell phone towers. A political subdivision cannot disapprove an application for cell tower, antenna or equipment solely based on aesthetics. For more information about the act see the following link:

[https://docs.legis.wisconsin.gov/misc/lc/information\\_memos/2013/im\\_2013\\_14.pdf](https://docs.legis.wisconsin.gov/misc/lc/information_memos/2013/im_2013_14.pdf)

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 (numbers refer to guideline standards)

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

Mechanical and Com. Systems (Sec. 3.14)

- 3. New mechanical equipment should be installed in areas and spaces that will require the least possible alteration to the plan, materials and appearance of a building.

**Analysis:** Antennas are proposed to replace existing antennas. Existing antennas are placed above the roof line of the building, where as proposed antennas will be below the roof line. In addition, a painted coax cable tray is proposed along the east building façade to serve the antennas. The cable will then enter the underground parking area and connect to equipment within the parking garage.

**Findings:** The applicant is improving the aesthetics of the antennas as they will no longer be above the roof line of the building. However, the proposed cable tray location may not be in the best location to ensure aesthetics are not decreased. Staff would recommend the applicant to pursue positioning the cable tray at the location indicated in the adjacent photo. If mechanics and other elements prevent the cable tray from being located in this location staff would recommend approving the tray location as proposed.



4. Mechanical equipment including utility meters and heating and air-conditioning equipment should be located at the rear of a structure if feasible. Mechanical equipment which can be seen from the street should be screened with shrubbery or appropriate fencing.

**Analysis:** The request is for rooftop antennas, along with equipment to serve the antennas. See above details.

**Findings:** The building doesn't have a rear elevation. Furthermore, the antennas currently exist and are proposed to be replaced at a reduced height so as not to overhang the building roof. Lastly, the applicant is proposing to run cable in a tray that will match the existing brick color.

5. Mechanical equipment on historic commercial structures should be screened from public view on rear elevations or behind parapet walls on the roof.

**Analysis:** See the above details regarding the proposal.

**Findings:** While rooftop mechanical equipment is recommended to be screened, the proposal involves replacing similar existing equipment.

8. If feasible, mechanical supply lines and ductwork should be located inside buildings. Exterior mechanical supply lines and ductwork should be disguised by architectural elements compatible with the character of the building and should be located as inconspicuously as possible.

**Analysis:** The applicant has proposed the cable run on the exterior of the building as other locations were not feasible. In further detail, they pursued running cable within the existing elevator shaft however there were several security and safety concerns.

**Findings:** Based on the proposed application and after discussion with the applicant, an exterior cable run is the only option for serving the antennas. Note that a lease agreement exists within the underground garage for required ancillary equipment storage for the antenna use. This location in the underground garage significantly improves accessibility to service the equipment and does not affect the tenants within the building.

10. Attaching exterior electrical, telephone, television, etc. cables to the principal elevations of the building is not recommended.

**See the above criteria and findings.**

12. Stealth techniques for the installation of cellular phone systems should be used whenever possible. Locating cellular units on roofs or church steeples, or on existing communication towers is preferable to the construction of a new tower.

**Analysis:** The new antennas are proposed at a lower elevation, not to exceed the building rooftop line. The exterior cable run is proposed to exist in a tray paint to match the existing brick.

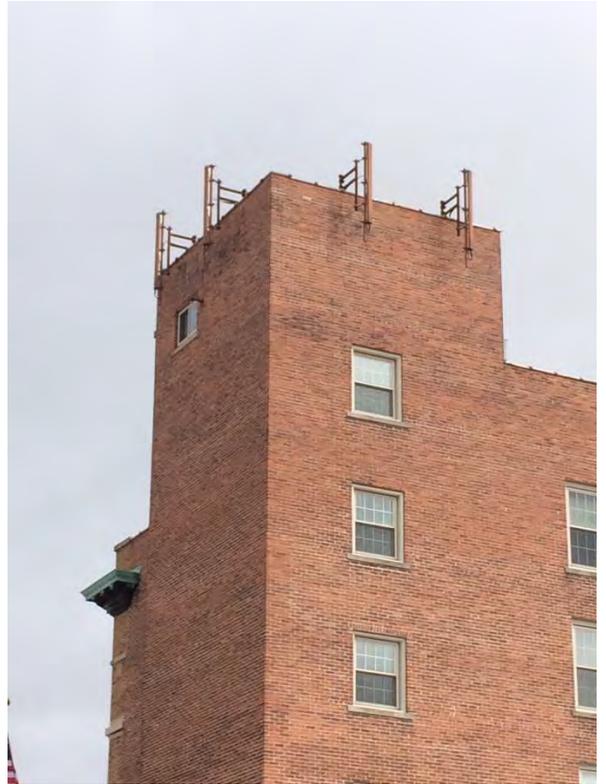
**Findings:** The applicant has taken steps to screen and reduce the visibility of the antennas and cable run.

Based on the findings above, Wisconsin Legislature 2013 Biennial Act, and the architectural study, staff would recommend approving the request with the conditions listed on page one of the staff report.

Photos



West Facade



Southwest Corner - Antennas



South Facade

Name and Address		Parcel #	Alt Parcel #	Land Use
Heritage Investment Company 2026 County Road HH Plover, WI 54467		240832202503	240832202503	Apartment(s)/Office
		Property Address		Neighborhood
		1408 Strongs Ave		Apts 16-31 units (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

**SITE DATA**

**PERMITS**

Actual Frontage	256.0	Date	Number	Amount	Purpose	Note
Effective Frontage	256.0	9/25/2006	34311	\$1,160	024 Exterior Renovati	replacement windows
Effective Depth	218.0	11/20/2000	29583	\$6,000	020 Electrical	Antennas
Square Footage	55,808.0	4/20/1999	28311	\$0	066 Plumbing	and a/c work
Acreage	1.281	10/2/1996	26301	\$0	020 Electrical	
		8/25/1995	25280	\$1,528	099 Sign	
		10/12/1994	24607	\$24,000	003 Addition	Porch

**2015 ASSESSED VALUE**

Class	Land	Improvements	Total
(2) - B-Commercial	\$241,500	\$2,017,200	\$2,258,700
<b>Total</b>	<b>\$241,500</b>	<b>\$2,017,200</b>	<b>\$2,258,700</b>

**LEGAL DESCRIPTION**

LOT 5 CSM#3527-12-185 BNG PRT OL5 S E & O ADD BNG PRT GOVT LOT 2 S32 T24 R8 477/178 528/990 670491-LSE

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Heritage Investment Company 2026 County Road HH Plover, WI 54467		240832202503	240832202503	Apartment(s)/Office
		Property Address		Neighborhood
		1408 Strongs Ave		Apts 16-31 units (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Office Bldg (C avg)	1923	14,824	Masonry - Avg	11
1	2	Apts (C avg)	1923	39,756	Masonry - Avg	11

<b>Total Area</b>	<b>54,580</b>
-------------------	---------------

**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Office Bsmnt - Finished	6,664	1	1	Elevator - Passenger	3
1	1	Office Bsmnt - Unfinished	8,160	1	1	Enclosed Masonry Entry	600
1	1	Underground Parking	8,875	1	1	Sprinkler System	69,192

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	54
		Year Built	1923
		Eff. Year	1962
		One Bedroom	5
		Two Bedroom	16
		Three Bedroom	
		Total Units	21
		Stories	5.00
		Business Name	21 Units 5 story Bldg



**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](mailto: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 type="checkbox"/> )	
Applicant Name	Whiting Place Apartments/ Nsighttel Wireless, LLC	Contact Name	Todd Anderson/ Agent Nsighttel Wireless-d/b/a Cellcom
Address	450 Security BLVD	Address	N64W12883 Daylily Court
City, State, Zip	Green Bay, WI 54313	City, State, Zip	Menomonee Falls, WI 53051
Telephone	414-308-2886	Telephone	414-308-2886
Fax		Fax	
Email	toddanderson@wirelessplanning.com	Email	toddanderson@wirelessplanning.com

**OWNERSHIP INFORMATION**

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Heritage Investment Company, LLP/ Brian Seramur	Owner's Name	
Address	2026 County Road HH	Address	
City, State, Zip	Plover, WI 54467	City, State, Zip	
Telephone	715-544-1100	Telephone	
Fax		Fax	
Email	brian@landmarkpropertymgmt.net	Email	

**PROJECT SUMMARY**

Subject Property Location [Please include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
1408 Strongs Avenue / 281-24-0832202503		
Legal Description of Subject Property		
Abbreviated legal description: LOT 5 CSM#3527-12- 185 BNG PRT OL5 STRONG ELLIS & OTHERS ADD BNG PRT GOVT LOT 2 S32 T24 R8 477/178 528/990 670491-LSE		
Area of Subject Property (Acres/Sq Ft)	Area of Building or Structure (Sq Ft)	

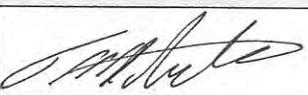
Current Zoning District(s)		Current Historic District(s) - Local, State, National	
		Subject structure is individually listed NRHP#90001457	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
Briefly describe the proposed building, structure construction, reconstruction 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)			
<p>There are existing telecommunications antennas collocated on the rooftop penthouse of subject structure that extend above the roofline. Proposed project involves antenna upgrades in form of swapping existing antennas for new antennas. The swapping will actually lower the elevation of new antennas to match existing roofline (antennas will no longer extend beyond roofline). Proposed antennas will be painted match color of brick. Project requires installation of a coax tray on exterior of structure in an area of secondary facade. Primary historic facade of structure will not be impacted. Coax tray will also be painted to match existing brick color to minimize visual impacts.</p>			
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? Explain your answer.			
<p>An architectural historian was hired for determination of potential effects to property (report enclosed). Architectural historian concluded with recommendation that project as proposed will have "NO ADVERSE EFFECT" on subject property or any surrounding properties including the adjacent Mitchell Square-Main Street Historic District. This study was also submitted to the State Historic Preservation Office (SHPO) for review and comment. The SHPO responded with agreement to with this determination (response enclosed).</p>			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
<p>As much as possible, yes. Proposed antennas will be lowered to match existing roofline and reduce current visual impact of existing antennas. The proposed coax tray will be located on a rear/secondary facade of the structure and will not be visible when viewing the primary facade of the structure. All antennas and the coax tray are proposed to be painted in a color that matches the exiting brick to minimize visual impact.</p>			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			
<p>Yes. Existing antennas will be replaced in a way that actually reduces the collocation's visual impact on the building roofline. The proposed new cable tray is located on the rear of building (avoiding primary facade) and follows guidelines provided in Sections 3.9 (rear elevations) and 3.14 (mechanical and communication equipment) to minimize alteration and visual impact to structure. As it applies to the proposed project, the guidelines in section 3.2.2 (masonry) will also be followed, although it is not anticipated the current project will significantly impact brick/mortar of structure.</p>			

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<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"/>	

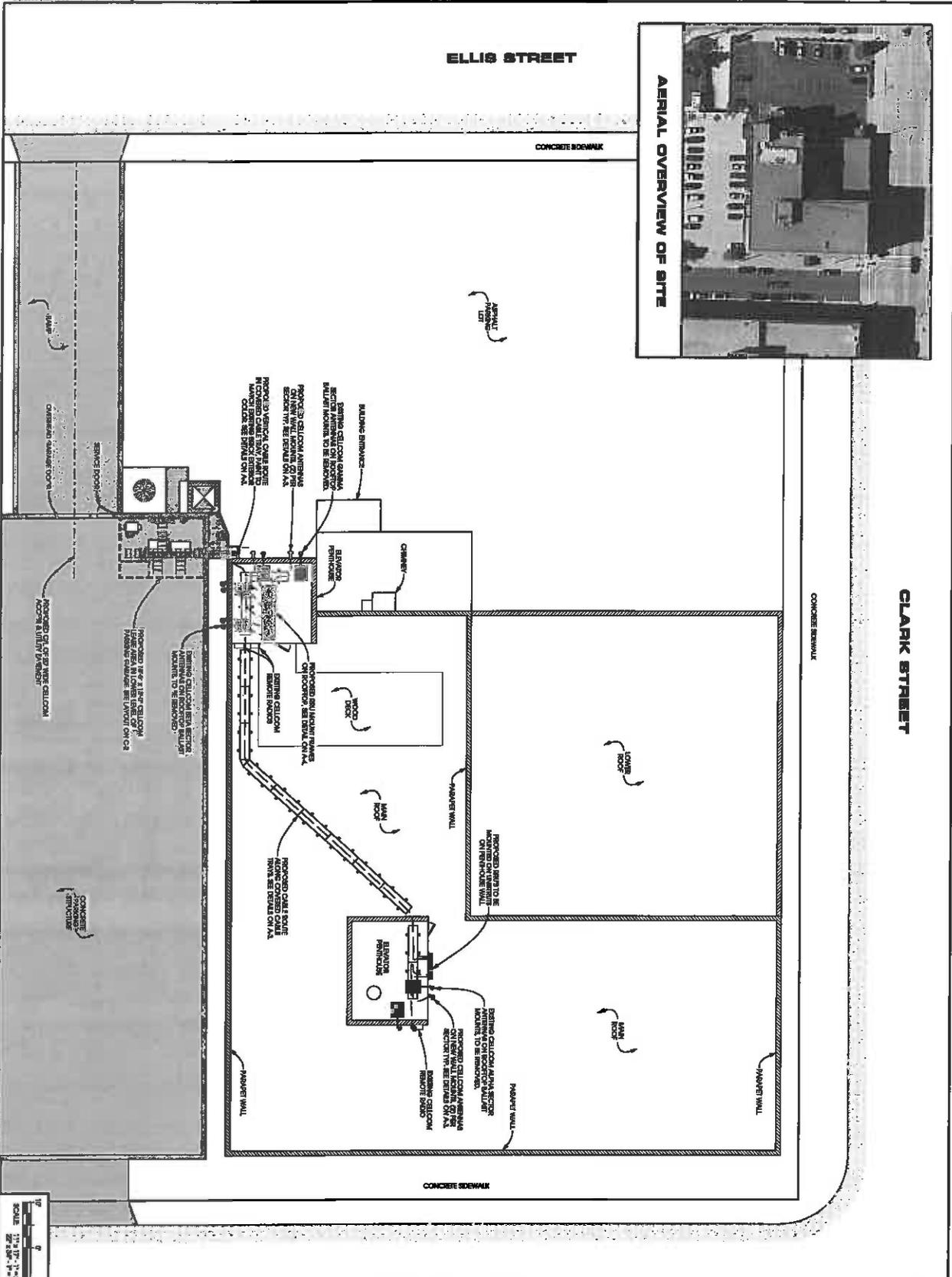
**CERTIFICATION AND SIGNATURE**

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
	3/9/16		



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DATE: 11/11/05  
 SCALE: 1/8" = 1'-0"  
 SHEET: 24 OF 27

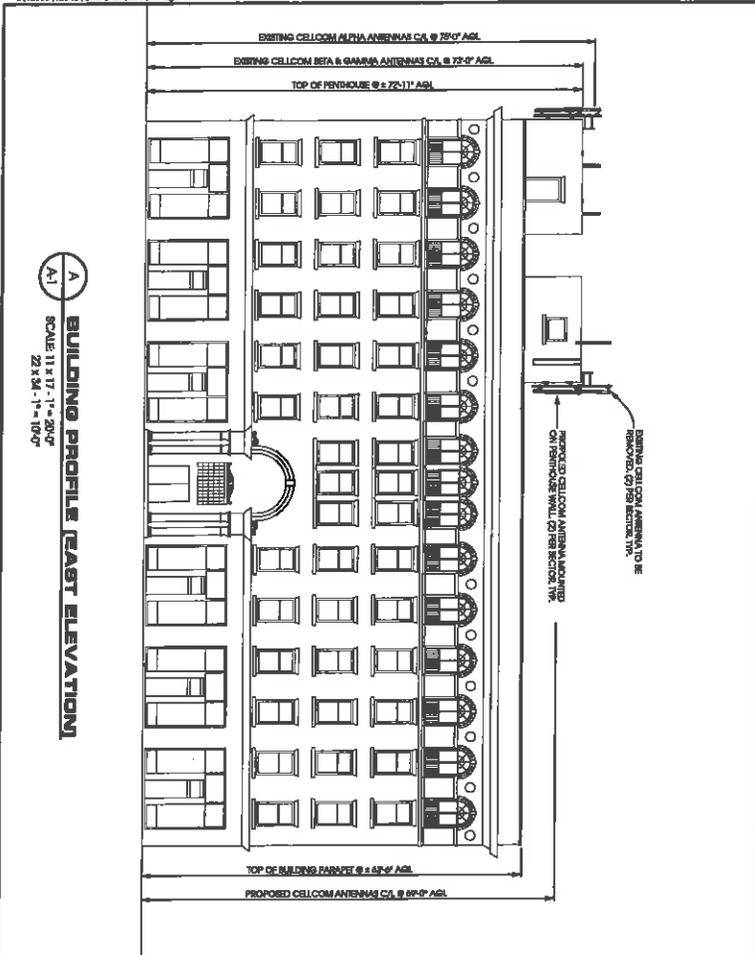
PROJECT NO.	12581
PROJECT NAME	WHITING PLACE
CLIENT	STEVENS POINT COMMUNITY DEVELOPMENT
DATE	11/11/05
DESIGNED BY	DAVID L. HARRIS
CHECKED BY	DAVID L. HARRIS
DATE	11/11/05
PROJECT NO.	12581
PROJECT NAME	WHITING PLACE
CLIENT	STEVENS POINT COMMUNITY DEVELOPMENT
DATE	11/11/05
DESIGNED BY	DAVID L. HARRIS
CHECKED BY	DAVID L. HARRIS
DATE	11/11/05

**SITE PLAN**  
**WHITING PLACE**  
**STEVENS POINT, WI**

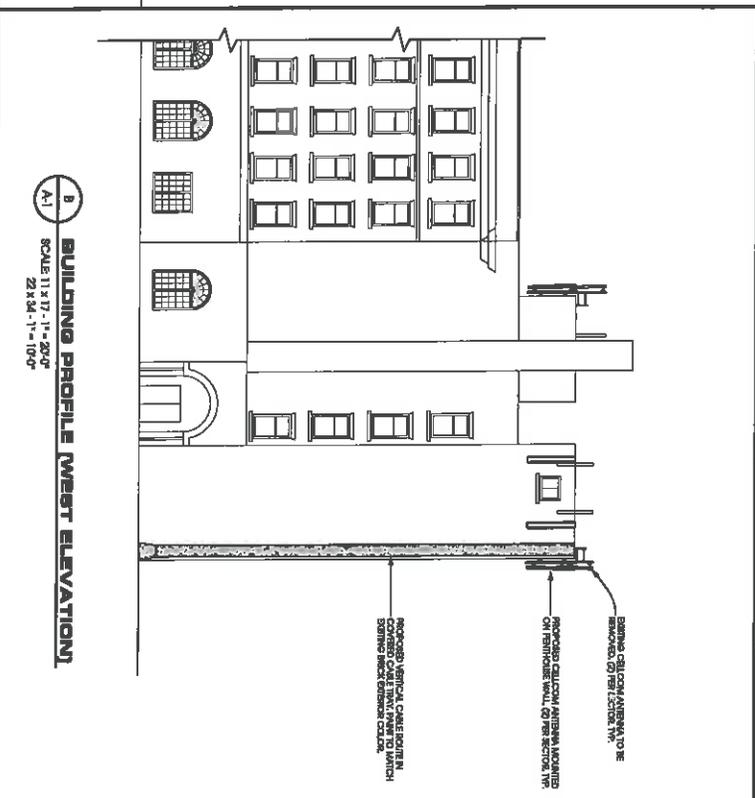
**Edge**  
 Consulting Engineers, Inc.  
 634 Water Street  
 P.O. Box 18578  
 Stevens Point, WI 54481-1857  
 608.444.1440 voice  
 608.444.1549 fax  
 www.edgeconsult.com



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**A**  
A-1  
SCALE 1/8" = 1'-0"  
22 X 34 - 1" = 10'-0"  
**BUILDING PROFILE (EAST ELEVATION)**



**B**  
A-1  
SCALE 1/8" = 1'-0"  
22 X 34 - 1" = 10'-0"  
**BUILDING PROFILE (WEST ELEVATION)**



**EXISTING BUILDING PROFILE**

**EXISTING BUILDING PROFILE**

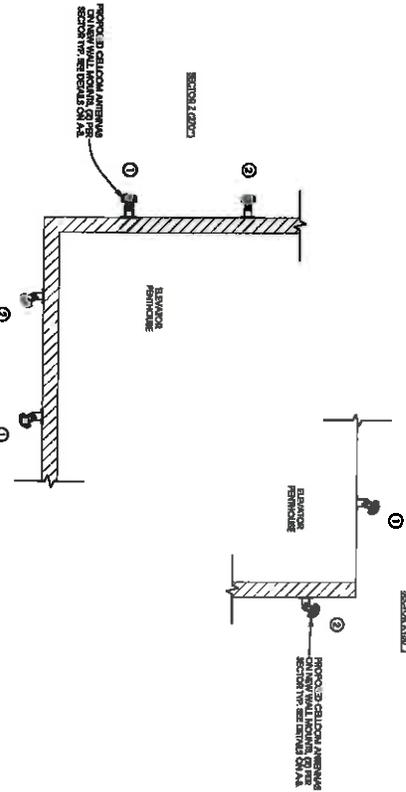
**EXISTING BUILDING PROFILE**

**BUILDING ELEVATION**  
**WHITING PLACE**  
**STEVENS POINT, WI**

DATE	NOV 11 2009	
PROJECT	WHITING PLACE	
CLIENT	STEVENS POINT CITY	
ARCHITECT	EDGE CONSULTING ENGINEERS, INC.	
SCALE	1/8" = 1'-0"	
DATE	NOV 11 2009	
BY	AL	
CHECKED BY	AL	
IN CHARGE	AL	
PROJECT NUMBER	12048	
REVISIONS		
NO.	DATE	DESCRIPTION
1	11/11/09	ISSUE FOR PERMITS
2	11/11/09	ISSUE FOR PERMITS
3	11/11/09	ISSUE FOR PERMITS
4	11/11/09	ISSUE FOR PERMITS
5	11/11/09	ISSUE FOR PERMITS
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47	11/11/09	ISSUE FOR PERMITS
48	11/11/09	ISSUE FOR PERMITS
49	11/11/09	ISSUE FOR PERMITS
50	11/11/09	ISSUE FOR PERMITS

**Edge**  
Consulting Engineers, Inc.  
601 Water Street  
Plymouth, WI 53078  
608.644.1400  
608.644.1499 Fax  
www.edgecorp.com

**A-1**



**COLLISION AVOIDANCE:**  
 SPECTRA ANALYSIS CONDUCTED BY DISE CONSULTING  
 SHOWS NO COLLISIONS WITH ANY OTHER SERVICES  
 OPERATING IN THE AREA. THE SPECTRA ANALYSIS  
 WAS CONDUCTED ON 11/11/11. THE SPECTRA ANALYSIS  
 WAS CONDUCTED IN THE PRESENCE OF ALL ANTENNAS  
 POINTING IN THE DIRECTION OF THE SEAWARD.  
 THE SPECTRA ANALYSIS WAS CONDUCTED IN THE  
 PRESENCE OF ALL ANTENNAS POINTING IN THE  
 DIRECTION OF THE SEAWARD.

**ANTENNA ORIENTATION**

SECTOR	ANTENNA	MATERIAL	HEIGHT	AZIMUTH	TYPE	STATUS
SECTOR X	1	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	2	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	3	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	4	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	5	WATERPROOF	30'	0°	SEAWARD	PROPOSED
SECTOR Y	1	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	2	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	3	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	4	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	5	WATERPROOF	30'	0°	SEAWARD	PROPOSED
SECTOR Z	1	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	2	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	3	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	4	WATERPROOF	30'	0°	SEAWARD	PROPOSED
	5	WATERPROOF	30'	0°	SEAWARD	PROPOSED



**ANTENNA PLATFORM ASSIGNMENT**

ANTENNA COLOR CODING:  
 SECTOR 1 IS 1111 V. SECTOR 2 IS 2222 V. SECTOR 3 IS 3333 V. SECTOR 4 IS 4444 V. SECTOR 5 IS 5555 V.  
 ANTENNA COLOR CODING: SECTOR 1 IS 1111 V. SECTOR 2 IS 2222 V. SECTOR 3 IS 3333 V. SECTOR 4 IS 4444 V. SECTOR 5 IS 5555 V.

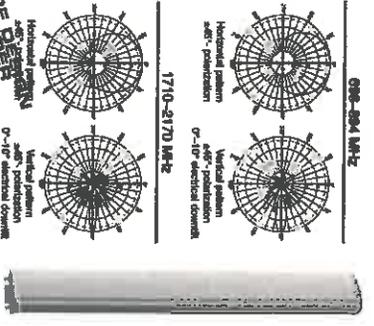
**KOTR REIN  
 SCALA DIVISION**

700 MHz Dual Band B, 65 Degree Antenna  
 RET

- Kryptonite (44° and 40°)
- UV resistant fiberglass antenna
- Weathered weather optics technology
- DC Grounded metal parts for lightning suppression
- RET motor housed inside the radome and field replaceable.

**General specifications:**  
 Frequency range: 698-804 MHz & 1710-2170 MHz  
 Power: 50 Watts  
 Polarization: 45°  
 Mounting: 4.7 x 7.8 (EM) flange (from neck)  
 Dimensions: 15.0" (H) x 15.0" (W) x 15.0" (D)  
 Size: 15.0" (H) x 15.0" (W) x 15.0" (D)

**RET specifications:**  
 Model: RET-1111 and RET-2222  
 Material: 4.7 x 7.8 (EM) flange (from neck)  
 Dimensions: 15.0" (H) x 15.0" (W) x 15.0" (D)  
 Size: 15.0" (H) x 15.0" (W) x 15.0" (D)



**Power supply:**  
 15-48V V. RET-1111 and RET-2222  
 Power consumption: 4.7 W (max) (including antenna)  
 Adjustment time (full range): 1.0 sec  
 Adjustment speed: 1.0 sec  
 Configuration: 4.7 W (max) (including antenna)

Band	Frequency Range	Power	Polarization	Mounting	Dimensions	Size
698-804 MHz	698-804 MHz	50 Watts	45°	4.7 x 7.8 (EM) flange (from neck)	15.0" (H) x 15.0" (W) x 15.0" (D)	15.0" (H) x 15.0" (W) x 15.0" (D)
1710-2170 MHz	1710-2170 MHz	50 Watts	45°	4.7 x 7.8 (EM) flange (from neck)	15.0" (H) x 15.0" (W) x 15.0" (D)	15.0" (H) x 15.0" (W) x 15.0" (D)



**ANTENNA SPECIFICATION**

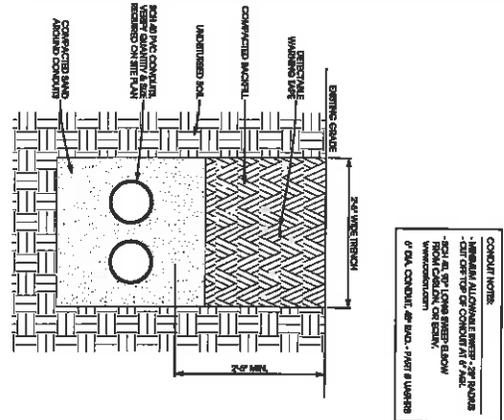
RoHS  
 AISC  
 11/11/11

**ANTENNA & RF INFORMATION**

WHITING PLACE  
 STEVENS POINT, WI

**Edge**  
 Consulting Engineers, Inc.  
 624 Water Street  
 P.O. Box 500, WI 53576  
 608-299-7800  
 608-444-1569 Fax  
 www.edgecons.com

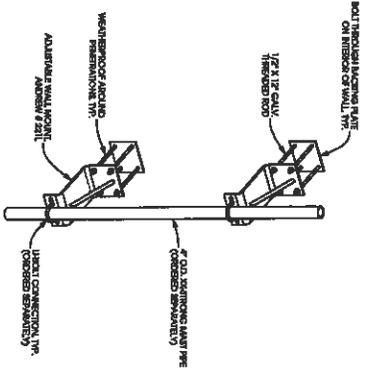
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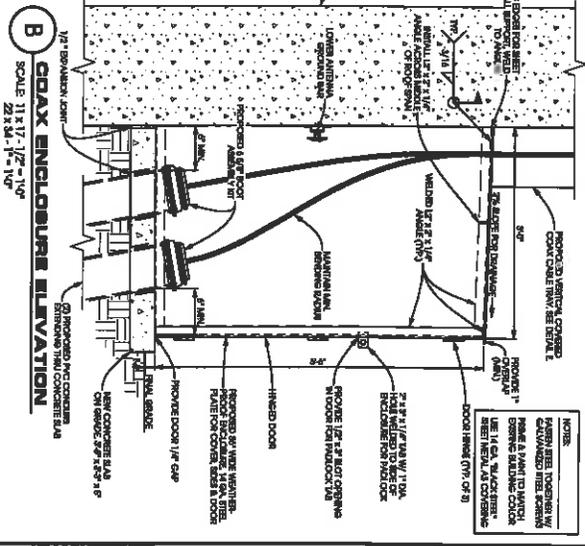
**CONCRETE NOTES:**  
 - MINIMUM ALLOWABLE STRENGTH - 28' MINIMUM  
 - SET OFF TOP OF CONCRETE AT 1/4\"/>

**A**  
 COAX TRENCH DETAIL  
 SCALE: 11/16" = 1'-0"  
 22 X 34 - 1' - 10"

**D**  
 ANTENNA WALL MOUNTS  
 SCALE: NIS



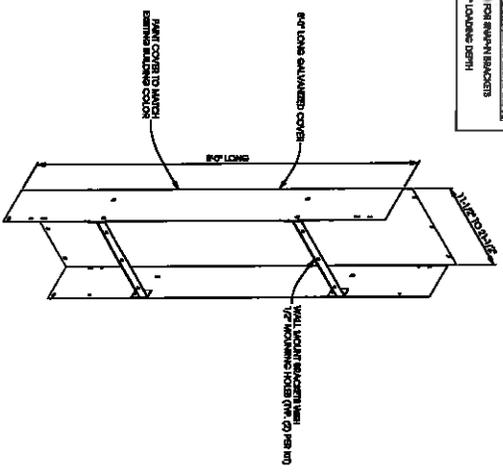
**ANTENNA WALL MOUNTS:**  
 ANTENNA # 20117 - 20118  
 1/2\"/>



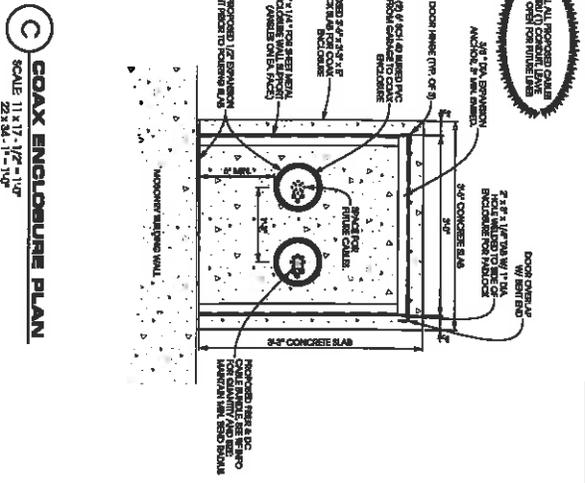
**NOTES:**  
 - ALL UNPROPOSED COAX  
 - TRAY TO CONDUIT LINE  
 - (1) COAX FOR FUTURE USE

**B**  
 COAX ENCLOSURE ELEVATION  
 SCALE: 11/16" = 1'-0"  
 22 X 34 - 1' - 10"

**E**  
 WALL MOUNT COVERED COAX KIT  
 SCALE: NIS



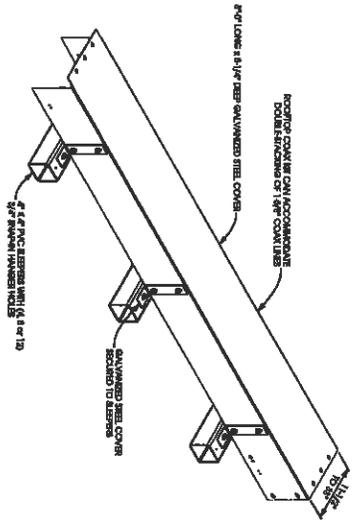
**SEE 2011.1.100000 COAX KIT FOR INSTALLATION AND COAX  
 # 20118 - (2) 3/4\"/>**



**ALL UNPROPOSED COAX  
 TRAY TO CONDUIT LINE  
 (1) COAX FOR FUTURE USE**

**C**  
 COAX ENCLOSURE PLAN  
 SCALE: 11/16" = 1'-0"  
 22 X 34 - 1' - 10"

**F**  
 ROOF-TOP COAX TRAY KIT DETAIL  
 SCALE: NIS



**SEE 2011.1.100000 COAX KIT FOR INSTALLATION AND COAX  
 # 20118 - (2) 3/4\"/>**

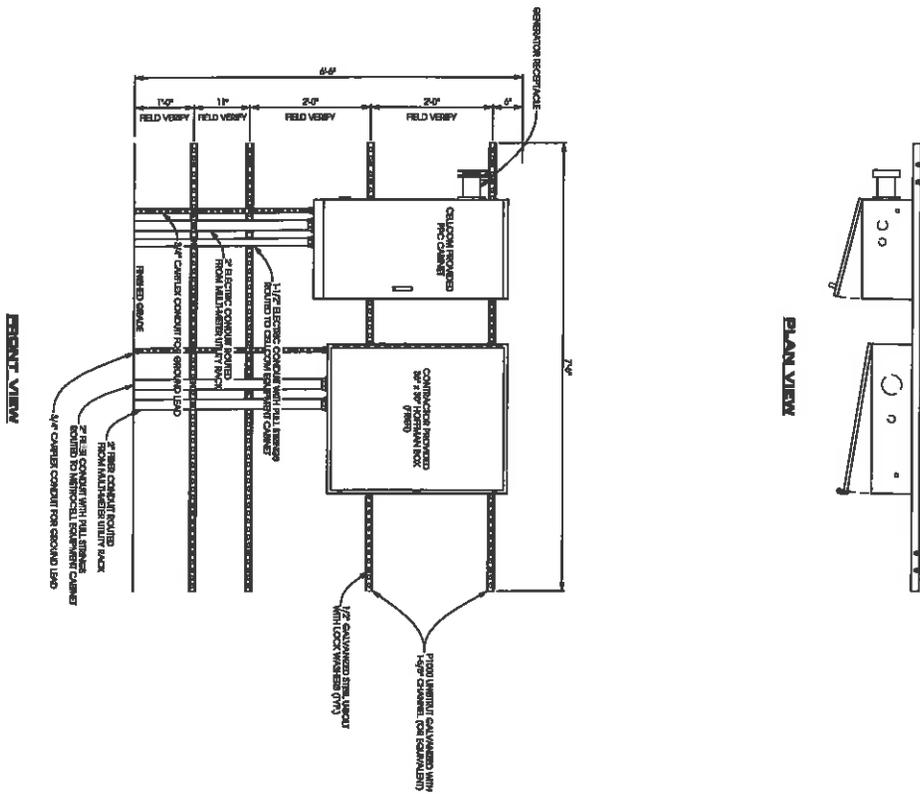
DATE:	2/1/2011
PROJECT:	STEVENS POINT, WI
CLIENT:	EDGE CONSULTING ENGINEERS, INC.
DESIGNER:	DAVID J. WILSON
CHECKED BY:	DAVID J. WILSON
DATE:	2/1/2011
PROJECT NUMBER:	0084441469
DATE:	2/1/2011
PROJECT NUMBER:	0084441469
DATE:	2/1/2011
PROJECT NUMBER:	0084441469

**CONSTRUCTION DETAILS**  
 WHITING PLACE  
 STEVENS POINT, WI

**Edge**  
 Consulting Engineers, Inc.  
 655 North 10th St.  
 Ste. 200  
 Stevens Point, WI 53480  
 Phone: 608.444.1469  
 Fax: 608.444.1469  
 www.edgece.com



1512000120001CADUPR1.CAD15-1.dgn



**A**  
**E-1**  
**SCALE** 1/4" = 1'-0"  
**CELLROOM UTILITY RACK DETAILS**

<b>E-1</b>	<h2 style="margin: 0;">ELECTRICAL DETAILS</h2> <h3 style="margin: 0;">WHITING PLACE</h3> <h3 style="margin: 0;">STEVENS POINT, WI</h3>	<p style="font-size: small; margin: 0;">                 604 Water Street                  Potosi du Lac, WI 53578                  608.644.1440 voice                  608.644.1440 fax                  www.edgecoors.com             </p>
SHEET NUMBER PROJECT NUMBER DATE DRAWN BY CHECKED BY IN CHARGE APPROVED BY REVISIONS 1. REVISED FOR UTILITY 2. ADD PROPOSED CLIENT - 01/14/15	SHEET TITLE PROJECT NUMBER DATE DRAWN BY CHECKED BY IN CHARGE APPROVED BY REVISIONS 1. REVISED FOR UTILITY 2. ADD PROPOSED CLIENT - 01/14/15	PROJECT NUMBER DATE DRAWN BY CHECKED BY IN CHARGE APPROVED BY REVISIONS 1. REVISED FOR UTILITY 2. ADD PROPOSED CLIENT - 01/14/15





Historic Sites Literature Search and Architectural Survey for  
Proposed Telecommunications Collocation Project  
Whiting Place, 1408 Strongs Avenue  
City of Stevens Point, Portage County, Wisconsin

Prepared for  
Jake W. Rieb, RPA  
Edge Consulting Engineers, Inc.  
624 Water Street  
Prairie du Sac, Wisconsin 53578

Prepared by  
Elizabeth L. Miller, Historic Preservation Consultant  
4033 Tokay Blvd  
Madison, Wisconsin 53711

June 19, 2015

## Introduction

This project proposes a collocation at the existing telecommunications facility on the roof of Whiting Place at 1408 Strongs Avenue in the city of Stevens Point (figure 1). The telecommunications facility is not registered with the FCC, and so does not have an FCC number. Whiting Place was erected as the Hotel Whiting in 1921-23, and individually listed on the National Register of Historic Places (NRHP) in 1990. In 1989, it was converted into an apartment building with a restaurant on the first floor. The collocation project involves the following: the replacement of six panel antennas on the two rooftop elevator penthouses; the installation of a vertical coax route in a covered tray running up the exterior wall of the elevator tower on the rear of the building; and the construction of an equipment room inside the adjacent underground parking garage. This report enumerates the above-ground resources in the indirect modified visual area of potential effects (MAPE) for the project that are listed in, or potentially eligible for listing in, the NRHP, as well as those above-ground resources that are recorded in the Architecture/History Inventory (AHI) of the Wisconsin Historic Society (WHS) and that have not been formally evaluated for eligibility. The report assesses the effect of the proposed project on the resources in the MAPE and recommends a finding of **No Adverse Effect** to historic properties. This report also assesses the effects of the proposed project on all the above-ground historic properties outside the MAPE and within the 0.5-mile initial APE set by the *Nationwide Programmatic Agreement for Review of Effects on Historic Properties for Certain Undertakings Approved by the Federal Communications Commission* (2004), and finds **No Effect** to historic properties in this zone.

## Methodology

The APE for direct effects was set as the project location, 1408 Strongs Avenue, while the APE for visual effects was initially set as a 0.5-mile radius centered on the project site (figure 1). In June 2015, Elizabeth L. Miller completed a literature search and a field review of the APE. Following field review, the APE for visual effects was reduced to the viewshed of the project, creating a smaller, modified APE (MAPE), because the project is located in downtown Stevens Point, where buildings in the surrounding blocks screen the project from the view of more distant structures (figure 2). Miller photographed all those above-ground resources within the MAPE that are listed in the NRHP and/or in the AHI. She reviewed the AHI and consulted previous cultural resources survey reports and National Register nominations. Miller then assessed the effects of the proposed project.

## Survey Results

### 0.5-mile Initial APE

The initial APE, shown on figure 1, includes all or portions of five National Register listed or potentially eligible districts: the Mitchell Square-Main Street Historic District (1986, 60 contributing resources); the Church of the Intercession/St. Stephen R.C. Church Historic District (potentially eligible, 7 contributing buildings); the Church Street Residential Historic District (potentially eligible, 14 contributing buildings); the Clark

Street-Main Street Historic District (potentially eligible, 89 contributing buildings); and the Pine Street-Plover Street Historic District (potentially eligible, 35 contributing buildings). The 0.5-mile APE also includes numerous resources individually listed in the NRHP, identified as potentially eligible in the 2011 intensive survey of the historic resources of Stevens Point, or recorded in the AHI and not yet formally evaluated for eligibility. Miller established a MAPE for this project during field review, limited to those buildings adjacent to the proposed collocation site, as well as those buildings with a direct sight line to the site. In conformance with earlier consultation with Leslie Eisenberg of the WHS, Miller has not included a list of the several hundred resources that lie outside the MAPE, and within the 0.5-mile APE.

Modified APE (MAPE)

The MAPE consists of all those buildings within the viewshed of the proposed collocation site (figure 2). It is roughly bounded by Clark Street (on the north), Arlington Place (south), Church Street (east), and 3rd Street (west). This area is largely in commercial and light industrial use, interspersed with surface parking lots. The MAPE encompasses three extant contributing resources in the NRHP-listed Mitchell Square-Main Street Historic District (MSMSHD), as well as two properties that are individually listed in the NRHP: the former Hotel Whiting; and the Hardware Mutual Insurance Companies. In addition, the 2011 intensive survey identified two properties in the MAPE as potentially eligible: the Wisconsin Telephone Company; and the Portage County Courthouse/Stevens Point City Hall. A total of 17 properties in the MAPE are recorded in the AHI, as shown below:

Address	Historic Name	AHI #	NRHP status	Assessment of Effects
1408 Strongs Ave (collocation site)	Hotel Whiting	74083	NRHP 1990 #90001457	No Adverse Effect
1421 Strongs Ave	Hardware Mutual Insurance Companies	31429	NRHP 1994 #94001358	No Adverse Effect
1314 3 <sup>rd</sup> St	Rothman & Co.	73182	Contributing, MSMSHD, NRHP 1986 #86001513	No Adverse Effect
1319 Strongs Ave	Atwell Building	72980	Contributing, MSMSHD	No Adverse Effect
1201-1217 Main St	Atwell Block	72953	Contributing, MSMSHD	No Adverse Effect
1045 Clark Street	Wisconsin (Bell) Telephone Company	70936	Potentially eligible	No Adverse Effect
1516 Strongs Ave/ 1515 Church St	Portage County Courthouse/Stevens Point City Hall	211421	Potentially eligible	No Adverse Effect
1338 3 <sup>rd</sup> St	Cozy Kitchen	73185	Not eligible	No Effect

1059 Clark St		73232	Not eligible	No Effect
1132 Clark St	Elks Club	72750	Not eligible	No Effect
1140 Clark St	Frost Block No. 2	72751	Not eligible	No Effect
1509 Church St	Catlin House	211401	Not eligible	No Effect
1424 Church St		73216	Demolished	No Effect
1000 Clark St		73230	Demolished	No Effect
1514 Strongs Ave	Reilly House	74147	Demolished	No Effect
1323 Strongs Ave	Theo. Johnson & Co., Grocers	72982	Demolished	No Effect
1327-1331 Strongs Ave	Press Printing Co.	72984	Demolished	No Effect

**Assessment of Effects**

Direct Effects

The former Hotel Whiting is individually listed in the NRHP (figure 3). It is locally significant in architecture as a fine and intact example of the Mediterranean Revival style, designed by the distinguished Milwaukee architect, Alfred Clas.<sup>1</sup> Erected in 1921-23, the five-story building sits on the southwest corner of Strongs Avenue and Clark Street. The street (primary) facades are finished with smooth-faced stone ashlar at the first story, and orange-brown brick above. A stone belt-course forms a continuous sill for the round-arched, fifth-story windows. A projecting denticulated metal cornice and a parapet topped with a stone coping further embellish the street facades. In contrast, the south and west (secondary) facades display a utilitarian red brick veneer and no ornamentation. The Hotel Whiting is also significant under Criterion A in commerce. Because it was funded through public stock subscription, the Hotel Whiting represents the commitment of the people of Stevens Point to the commercial advancement of their community.

Currently, there are 6 panel antennas mounted to the exterior walls of the two elevator penthouses on the roof of Whiting Place: two on each of the south and west walls of the freight elevator penthouse at the southwest (rear) corner of the building, and one on each of the north and east walls of the passenger elevator penthouse toward the center of the building (construction drawing C-1). Both penthouses are small, and the parapet on Whiting Place effectively screens the central penthouse from view when looking at Whiting Place from any direction (figures 3, 4, 5, and 6). The placement of the second penthouse at the rear (southwest) corner of Whiting Place reduces the visibility of the panel antennas such that they can be seen only when looking at Whiting Place from the southeast (figure 4), south (figure 5), or the west (figure 6).

The collocation project proposes the following to the exterior of Whiting Place: the removal of all the panel antennas and their replacement with 6 panel antennas on new mounts; and the installation of a vertical coax route in a covered cable tray, up the west wall of the elevator tower at the southwest (rear) corner of the building (construction

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<sup>1</sup> National Register of Historic Places, “Hotel Whiting,” Stevens Point, Portage County, Wisconsin, Reference #90001457, 1990, 8:3.

drawings A-1 and A-2). The new panel antennas will be nearly identical in appearance to the existing, but they will be placed so that they do not rise above the penthouse roofs (construction drawings C-1 and A-1). This will make the new antennas less visible than the existing antennas, which stick up above the roofline. In addition, the new antennas will be painted to match the brick. The covered tray will be placed at the rear (southwest) corner of the Whiting Place, and painted to match the brick (figures 5 and 6, construction drawings A-1 and A-2). Placement of the covered tray on an undecorated, utilitarian portion of a secondary façade, set as far back from the street facades as possible, partially screened from Clark Street by the 1989 entrance porch (a non-historic element), and painted to blend in with the brick wall to which it will be mounted, minimize the impact of the covered tray. It will not be visible when looking at the north- and east-facing (primary) facades, which the NRHP nomination identifies as “[t]he character defining elevations...”<sup>2</sup> Therefore, the covered tray and the new antennas will not alter, directly or indirectly, any of the characteristics of Whiting Place that qualify it for inclusion in the NRHP in a manner that would diminish the integrity of the property’s location, design, setting, materials, workmanship, feeling or association (as stated in 36 CFR 800.5).

Finally, a cellcom equipment room will be built inside the lower level of the underground parking garage to the rear of Whiting Place as part of this project. It will have no effect on the historic building because it will not be visible from either inside or outside Whiting Place.

The proposed collocation project will make a minimal alteration (the covered tray) to a secondary façade of Whiting Place, and has no potential to affect the characteristics of the building that qualify it for inclusion in the NRHP. A finding of **No Adverse Effect** to historic properties in the direct APE is recommended.

#### Indirect (Visual) Effects

The MAPE for indirect (visual) effects is limited by topographic and man-made features and consists of all those buildings within the viewshed of the proposed collocation site (figure 2). The MAPE encompasses 3 extant contributing resources in the NRHP-listed Mitchell Square-Main Street Historic District (MSMSHD); the Hardware Mutual Insurance Companies (NRHP 1994); the Portage County Courthouse/Stevens Point City Hall (potentially eligible); and the Wisconsin Telephone Company (potentially eligible).

The MSMSHD is made up of 60 contributing resources, and 10 non-contributing resources. The district is significant at the local level under Criteria A and C. Under Criterion A, the MSMSHD represents the commercial development of the city of Stevens Point from 1864 to 1931. Under Criterion C, the district possesses the best collection of late nineteenth and early twentieth century commercial architecture in Stevens Point.<sup>3</sup> The former Rothman & Company at 1314 3<sup>rd</sup> Street (AHI #73182, figure 7) contributes

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<sup>2</sup> National Register of Historic Places, “Hotel Whiting,” 7: no page number.

<sup>3</sup> National Register of Historic Places, “Mathias Mitchell Public Square-Main Street Historic District,” Stevens Point, Portage County, Wisconsin, Reference #86001513, 1986, 7: no page number; 8:5; and 8:17.

to the district. Figure 8 shows the view from Rothman & Company, and that the existing panel antennas can barely be seen extending above the rooflines of the elevator penthouses on the roof of Whiting Place. The proposed collocation, which will install replacement panel antennas so that they do not rise above the penthouse rooflines, will be less visible. The Atwell Block (AHI #72953) at 1201-1217 Main Street and the neighboring Atwell Building (AHI #72980) at 1319 Strongs Avenue (figure 9) also contribute to the MSMSHD. Figure 10 shows the view from the Atwell properties, and demonstrates that only the tops of the two current panel antennas on the central (passenger) elevator penthouse can be seen. The replacement antennas will not rise above the roofline of the penthouse, and will not be visible from either the Atwell Block or the Atwell Building. Therefore, the collocation project has no potential to affect the historic character of the MSMSHD, and a Finding of No Adverse Effect is recommended.

The former Hardware Mutual Insurance Companies building at 1421 Strongs Avenue (NRHP 1994, figure 11) is significant under Criterion C as an excellent and intact example of Classical Revival style. Designed by the prominent Chicago firm of Childs & Smith, it was erected in 1921 and features a symmetrical front façade with a smooth, ashlar finish, monumental engaged Doric columns, and exuberant classical ornamentation. The building is also significant under Criterion A, in commerce, representing the Wisconsin Retail Hardware Association and its efforts to provide affordable insurance to its members.<sup>4</sup> The Hardware Mutual Insurance Companies faces west, toward Whiting Place. Figure 4 shows the view looking toward the collocation site from the southwest corner of the building (the only part of the building that has a view of telecommunications equipment), and that only the panel antennas on the south wall of the southwest elevator penthouse can be seen from the building. The replacement antennas will not rise above the roofline of the penthouse, which will make them less visible than the existing ones. Therefore this project has no potential to affect the characteristics that qualify the Hardware Insurance Companies for inclusion in the NRHP, and a Finding of No Adverse Effect is recommended.

The Portage County Courthouse/Stevens Point City Hall at 1516 Strongs Avenue (potentially eligible, figure 12) is significant under Criterion C, as a fine and intact example of a Contemporary governmental building, and one of the best early post-World War II courthouses in the state. It was designed by the St. Paul firm of Ray Gauger & Associates, built in 1955-57, and continues to serve its original function, a combined county courthouse and municipal facility. For this reason, the Portage County Courthouse/Stevens Point City Hall is also significant under Criterion A, in government.<sup>5</sup> Figure 13 shows the view from this building looking toward the collocation site, and illustrates that only the current panel antennas on the southwest (freight) elevator penthouse can be seen from the Courthouse/City Hall. The replacement antennas will be

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<sup>4</sup> National Register of Historic Places, "Hardware Mutual Insurance Companies," Stevens Point, Portage County, Wisconsin, Reference #94001358, 1994, 8:5; and 8: no page numbers.

<sup>5</sup> Timothy F. Hegglund, "City of Stevens Point, Portage County, Wisconsin, Intensive Survey Report," Prepared for the City of Stevens Point, December 2011, 109.

less noticeable, as they will not rise above the roofline of the penthouse. Therefore, the collocation project has no potential to affect the historic character of the Portage County Courthouse/Stevens Point City Hall, and a Finding of No Adverse Effect is recommended.

The former Wisconsin Telephone Company (AHI #70936, figure 14) at 1045 Clark Street was erected in 1924-25. It is potentially eligible under Criterion C as an excellent local commercial example of Tudor Revival design, and under Criterion A in communications, representing the history and evolution of telephone service in Stevens Point. The building continues to serve the telecommunications industry.<sup>6</sup> Figure 15 shows the view looking toward the collocation site from the east-facing elevation of the Wisconsin Telephone Company, demonstrating that the panel antennas on the southwest elevator penthouse are, and will be visible, as will the covered cable tray. However, the east-facing elevation is a secondary façade; the principal façade faces north, and has no view of the collocation site. As figure 15 illustrates, the east-facing elevation of the Wisconsin Telephone Company has few windows. Further, the building houses a switching station, and there are few employees to look at the view. The replacement antennas will not stick up above the penthouse roofline, and the covered cable tray will be painted to match the brick of the elevator tower, reducing the visibility of the telecommunications equipment. Therefore, the collocation project has no potential to affect the characteristics that qualify the Wisconsin Telephone Company for inclusion in the NRHP, and a Finding of No Adverse Effect is recommended.

The current collocation project has no potential to affect the historic character of any of the National Register-listed or potentially eligible resources in the MAPE. Therefore, a finding of **No Adverse Effect** to historic properties is recommended.

**No effect** is recommended for each of the other historic resources, or potentially historic resources, within the 0.5-mile APE and outside the smaller MAPE, because any views of the proposed project will be screened by topographic and manmade features around the collocation site.

## Conclusion

A determination of **No Adverse Effect** to historic properties is recommended both for direct effects to Whiting Place, and indirect effects to historic properties within the MAPE, in concurrence with the findings in 2012. In addition, historic and potentially historic properties inside the 0.5-mile initial APE and outside the MAPE will have no view of the project, prompting a finding of **No Effect** for these properties.

## Selected Bibliography

Heggland, Timothy F. "City of Stevens Point, Portage County, Wisconsin, Intensive Survey Report." Prepared for the City of Stevens Point, December 2011.

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<sup>6</sup> Heggland, 107.

National Register of Historic Places. "Hardware Mutual Insurance Companies," Stevens Point, Portage County, Wisconsin, Reference #94001358. 1994.

National Register of Historic Places. "Hotel Whiting," Stevens Point, Portage County, Wisconsin, Reference #90001457. 1990.

National Register of Historic Places. "Mathias Mitchell Public Square-Main Street Historic District," Stevens Point, Portage County, Wisconsin, Reference #86001513. 1986.

Wisconsin Historical Society. Wisconsin Architecture and History Inventory. <http://www.wisahrd.org/index>, (retrieved 17 June 2015).

Figure 1. Whiting Place, 1408 Strongs Avenue, City of Stevens Point, Portage County, Project Location

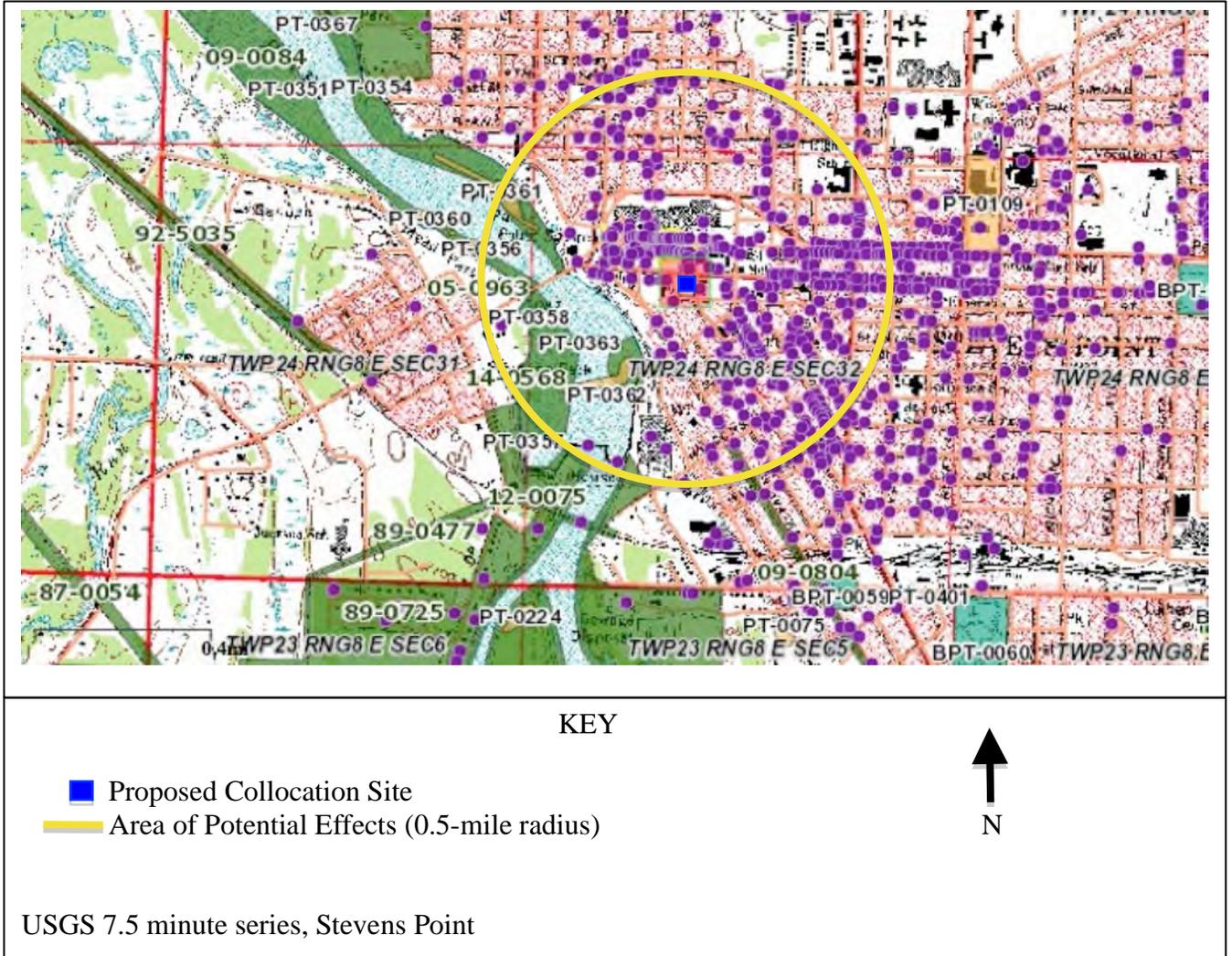
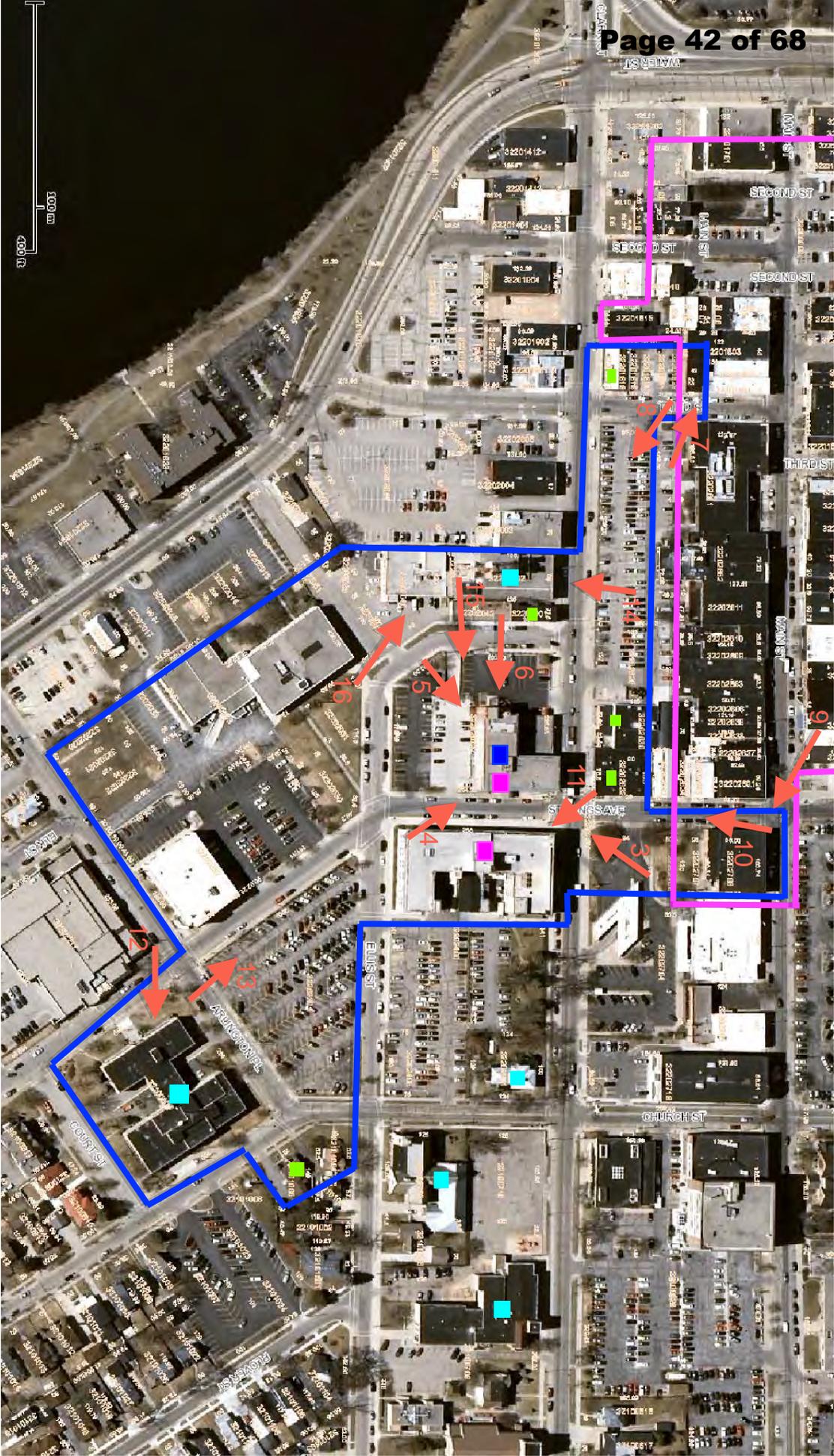


Figure 2. Whiting Place, 1408 Strongs Avenue, Stevens Point, Portage County, Wisconsin Modified APE and Photo Key



This map does not constitute a legal survey. Contact Planning and Zoning Office (715) 346-1334 Wed Jun 17 2015 08:14:09 AM.

- Proposed Collocation
- NRHP Property
- Potentially Eligible
- In AHI, Not Eligible

- Modified APE (MAPE)
- Mitchell Square-Main Street Historic District
- ➔ 3 Photo Number and Direction

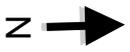


Figure 3. Whiting Place (AHI #74083, NRHP 1990), 1408 Strongs Avenue, Collocation Site. East- (Front) and North-Facing Facades (Primary Facades), Looking Southwest. [Note: Telecom Tower to right is on the roof of another building]



Figure 4. Whiting Place. South- and East-Facing (Front) Facades, Looking Northwest, From the Southwest Corner of the Hardware Mutual Insurance Companies (NRHP).



Figure 5. Whiting Place. South- and West-Facing Façades (Secondary Façades), Looking North-Northeast.



Figure 6. Whiting Place. West-Facing Façade (Secondary Façade), Looking East.



Figure 7. Rothman & Company, 1314 3<sup>rd</sup> Street (AHI #73182), Contributing to the MSMSHD, East- (Front-) and South-Facing Facades Looking West-Northwest.



Figure 8. View From Rothman & Company, Looking Southeast Toward Collocation Site. Panel Antennas Barely Visible.



Figure 9. Atwell Block at 1201-1217 Main Street (AHI #72953, left) and Adjacent Atwell Building at 1319 Strongs Avenue (AHI #72980, right) Contribute to the MSMSHD. East-Facing Facades, Looking Southeast.



Figure 10. View From Atwell Block and Atwell Building, Looking Southwest Toward Collocation Site. Tops of Panel Antennas Barely Visible.



Figure 11. Hardware Mutual Insurance Companies (NRHP 1994, #94001358) at 1421 Strongs Avenue. North- and West-Facing (Front) Facades, Looking Southeast.



Figure 12. Portage County Courthouse/Stevens Point City Hall at 1516 Strongs Avenue (AHI #211421, potentially eligible). Southwest-Facing (Primary) Façade, Looking East.



Figure 13. View from Portage County Courthouse/Stevens Point City Hall, Looking Northwest Toward Collocation Site. Southwest Penthouse Panel Antennas Just Visible.



Figure 14. Wisconsin (Bell) Telephone Company at 1045 Clark Street (AHI #70936, potentially eligible). North-Facing (Front) Façade, Looking South.



Figure 15. View From Southeast Corner (a Secondary Façade) of the Wisconsin Telephone Company, Looking East. Southwest Penthouse Panel Antennas Visible.



Figure 16. Wisconsin Telephone Company. East-Facing (Secondary Façade), Only Elevation Which Will Have a View of Proposed Panel Antennas and Covered Tray.



# Administrative Staff Report



**Construct Rear Addition  
Design Review Request  
1009 Clark Street  
March 31, 2016**

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

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>Rod Cox, representing the property owner</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li> <li>Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>2408-32-2025-03</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>"B-3" Central Business District</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>District 9 – McComb</li> </ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"> <li>Actual Frontage: 87 feet</li> <li>Effective Depth: 190 feet</li> <li>Square Footage: 16,530</li> <li>Acreage: 0.379</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year Built: addition 1951 (65 years)</li> <li>Number of Stories: 2</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Vacant</li> </ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"> <li>Chapter 22</li> <li>Downtown Design Guidelines</li> </ul>	<p><b>Request</b></p> <p>Request from Rod Cox, representing the property owner, for design review approval to construct a rear addition on the building at <b>1009 Clark Street (Parcel ID 2408-32-2025-03)</b>.</p> <p><b>Attachment(s)</b></p> <ol style="list-style-type: none"> <li>Property Data</li> <li>Application</li> <li>Plans</li> <li>Elevations</li> <li>Photos</li> </ol> <p><b>City Official Design Review / Historic District</b></p> <ol style="list-style-type: none"> <li>Downtown Design Review District</li> </ol> <p><b>Staff Recommendation</b></p> <p>Based on the findings below, staff would recommend approval of the design review request to construct an addition at 1009 Clark Street with the following conditions:</p> <ol style="list-style-type: none"> <li>Downspouts shall match the color of existing spouts (dark brown), or blend into the façade colors.</li> <li>Stone veneer or other approved masonry by the chairperson and designated agent shall be installed on the entire addition façade, replacing the EIFS.</li> <li>Door and window trim and framing shall match the existing color found on existing windows and doors.</li> <li>Rooftop or ground mechanical equipment shall be completely screened appropriately with fencing or other approved device by the chairperson and designated agent.</li> <li>The existing landscaping planter on the north façade shall be restored rather than removed.</li> <li>Building codes and zoning ordinance and sign ordinance requirements shall be met.</li> <li>All applicable building permits shall be obtained.</li> <li>Staff shall have the authority to approve minor amendments to the project.</li> </ol>
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## Vicinity Map



## Scope of Work

Divine Lutheran Church recently purchased the building addressed at 1009 Clark Street and is proposing to create an addition on the rear (south) side of the building. The addition is proposed to include a handicap lift to access the basement and first floor. Note the building is of a split level design and does not have an at-grade entrance. In addition, the request would involve painting existing concrete block, relocating mechanical equipment and wrapping concrete block in an Exterior Insulation Finishing System (EIFS). Further details regarding the addition are identified below. Also see the attached rendering and plans.

### Proposed Addition:

- Total Size: Approximately 500 finished s.f. (lobby = 220)
- Dimensions: Approximately 30 ft. by 24 ft.
- Height: Approximately 24 ft.
- Materials: Stone Veneer/Cap, EIFS (2-types), Standing Seam Metal Roof, new metal staircase



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 (numbers refer to guidelines standards)

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

### ADDITIONS (Sec. 5.3)

3. Additions should be compatible in materials, design, roof form, and proportion to the main structure. However, new additions should be constructed at a scale smaller than the historic structure so as not to overpower the existing historic building.

**Analysis:** The existing building is a split-level design (two stories, including basement) and has no at-grade entrance. The addition is proposed on the rear (south) elevation where painted concrete block façade exists. Furthermore, the addition is smaller than the existing building. The proposed addition façade is primarily constructed of EIFS and stone veneer/cap. The addition will tie into the existing southeast access entrance area and involves adding EIFS to the area.

Furthermore, cement block above the addition is proposed to be painted, along with the removal of mechanical equipment. Lastly, a new staircase is proposed to serve the existing raised entrance on the rear façade.

**Findings:** Upon review, the addition is smaller than the existing structure, and should not over power the existing structure given its small size. The existing structure's roof is curved, however, has a parapet wall in the rear. The addition is proposed to have a flat metal roof and divert water to downspouts. Staff would recommend downspouts be painted a similar color to the existing spouts, dark brown. Given the parapet concrete block wall, nearby parking, and visibility of the rear façade, a primary entrance on this façade is warranted and will significantly increase building aesthetics. EIFS is not typically recommended as an approved façade material, however in this instance it is proposed on a new addition. Staff would recommend extending the stone veneer to the entire façade of the addition rather than EIFS to ensure compatibility amongst materials. Furthermore, staff would recommend all door and window trim and framing match the existing color found on existing windows and doors.

4. Additions, like new construction, are representative of the time in which they are built. Therefore, contemporary designs are permitted, but should always be compatible with the existing historic structure.



**Analysis:** The addition is of a simple design and incorporates windows, a vestibule, and other architectural features. The project also incorporates remove existing planters along the north façade and replacing with a new concrete slab.

**Findings:** No unique architectural features are found on the existing building, therefore the addition should be compatible in design with the existing building. The entire project will significantly improve the rear façade of 1009 Clark Street. Staff would cite the front (north) façade landscaping planter as a character defining feature and recommend for it to be restored rather than removed.



6. Additions to historic structures should be clearly identifiable as such. Additions should be set back and constructed at a smaller scale than the original building. Architectural details should complement the main structure but should be clearly differentiated.

**Analysis:** See the above criteria regarding project specifics. The addition is on a rear façade and is much smaller than the existing building.

**Findings:** Proposed materials listed in previous criteria above would assist in creating a clear identity for the addition. The proposed stone veneer matches the stone found on the front (north) façade of the building. EIFS currently does not exist on the building and is typically not recommend on structures within the district. The EIFS will assist in creating a clearly identifiable addition, separate from the existing building, but may not be compatible or complement the existing façade materials. This being the case, staff has recommended the stone veneer or another approved masonry materials be applied on the full extent of the addition façade.

### ADDITIONS (Sec. 3.9)

3. Whenever a rear elevation faces a 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:** Utilities currently exists on the rear façade, which are very visible. The proposed addition plans and renderings do not identify mechanical equipment on the rear (south) façade.

**Findings:** Staff would recommend that ground or rooftop mechanical equipment be completely screened appropriately with fencing or other approved device.



After review, staff would recommend approving the request with the conditions outlined on page one of the staff report. No major historic defining elements are in jeopardy of being lost with the proposed additions, which staff has found to be appropriate in size and design. EIFS which is proposed, however may not be compatible with the existing façade materials. Overall, the building addition activities should increase the building aesthetics and assist in establishing a second entrance to the building.

Photos



North Façade – Facing Clark Street



East Façade



West Façade – Facing Parking & Third Street



Southwest Façade



South Façade



Southeast Façade

Name and Address		Parcel #	Alt Parcel #	Land Use
Divine Word Evangelical Lutheran Church 2500 Magnolia Dr Plover, WI 54467		240832202004	240832202004	Bar/Tavern
		Property Address		Neighborhood
		1009 Clark St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Divine Word Evangelical Lutheran Church	1/7/2016	\$210,000	Warranty Deed	813996		Land & Build.
Community First Bank	3/14/2013	\$359,300	Quit Claim Deed	782662		Land & Build.
Melendez-Ceron LLC	9/10/2008	\$360,455	Quit Claim Deed	722471		Land & Build.
Clark Place Enterprises LLC	11/20/2001	\$170,000	Warranty Deed	598232		Land & Build.
Scott L & Brian D Cramer	11/19/2001	\$172,500	Satisfaction Of Land Cont	598231		Land & Build.
Scott L & Brian D Cramer	6/22/1999	\$172,500	Land Contract	56	1500	Land & Build.

**SITE DATA**

**PERMITS**

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
87.0	87.0	190.0	16,530.0	0.379	11/3/2008	36038	\$5,100	099 Sign	remove old/add new
					10/3/2008	35893	\$25,600	044 Inter Renov/Remod	2 bathrooms
					3/15/2006	33809	\$25,000	048 Int Renov/Remod	
					2/27/2006	33788	\$7,900	044 Inter Renov/Remod	upstairs/green room
					2/27/2002	30555	\$3,500	066 Plumbing	Plumbing
					1/2/2002	30479	\$19,000	003 Addition	2 new bathrooms/renov

**2015 ASSESSED VALUE**

Class	Land	Improvements	Total
(2) - B-Commercial	\$103,000	\$176,100	\$279,100
<b>Total</b>	<b>\$103,000</b>	<b>\$176,100</b>	<b>\$279,100</b>

**LEGAL DESCRIPTION**

PRT OUTLOT 6 S E & O ADD COM 60' E OF NW COR SD OUTLOT TH E 87' S 191' W 87' N 191' TO POB & RECIP ESMT AS DES IN 628747 813996

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Divine Word Evangelical Lutheran Church 2500 Magnolia Dr Plover, WI 54467		240832202004	240832202004	Bar/Tavern
		Property Address		Neighborhood
		1009 Clark St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Bar/Tavern -Dance Hall (C avg)	1951	5,583	Masonry - Avg	12

<b>Total Area</b>		5,583
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**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Unfin Bsmnt	320				
1	1	Bar/Tav/Restaurant Fin Bsmnt	4,984				

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	34
		Year Built	1951
		Eff. Year	1982
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Steel Nightclub



**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	3/22/16	Assigned Case Manager	Kyle Feams
Associated Permits or Applications (if any)	-			Pre-Application Conference Date	3/19/16
Decision		Date Reviewed	4/6/16	Staff Signature	
Notes:					

**APPLICANT/CONTACT INFORMATION**

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/> )	
Applicant Name	Rod Cox (Cox & Associates Architects)	Contact Name	
Address	7702 Starflower Dr	Address	
City, State, Zip	Wausau, WI 54401	City, State, Zip	
Telephone	715-355-8260	Telephone	
Fax	715-298-0153	Fax	
Email	rodcox@coxandassociates.net	Email	

**OWNERSHIP INFORMATION**

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Divine Word Lutheran Church	Owner's Name	
Address	2501 Plover Springs Dr	Address	
City, State, Zip	Plover, WI 54467	City, State, Zip	
Telephone	715-341-2915	Telephone	
Fax		Fax	
Email	scottdimler@divine-word.com	Email	

**PROJECT SUMMARY**

Subject Property Location [Please include Address and Assessor's Identification Number(s)]:		
Parcel 1	Parcel 2	Parcel 3
1009 Clark Street		
Legal Description of Subject Property		
southeast quarter of the northwest quarter of section 32, Township 24 north, range 8 east ( SE1/4 NW1/4, T24N, R8E)		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
		Main Level with addition is 6,116 SF

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
		Last use was Nightclub	Church
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
Existing building is a 1 story with a basement, exterior masonry wall construction, stone on the front, brick on the sides and concrete block on the rear.			
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? Explain your answer.			
The addition to the building is a small lobby and handicap lift on the back of the building. It does not change the main elevation to the street which is stone, the addition will have a base of stone to match the front, and the addition greatly improves the look of the rear of the building.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
The Addition has matching stone work to tie in with the front elevation of the building.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
The addition is located on the rear of the building, which is in poor appearance, the addition cleans it up and brings in the main element (stone into the design.			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			
I believe the design does conform the the guidelines, The stone base actually improves the rear elevation and then we are improving the rear appearance of part of the existing building which was a 6 foot x 23 foot by covering it with EIFS which ties into the finish of the addition above the stone.			

**EXHIBITS**

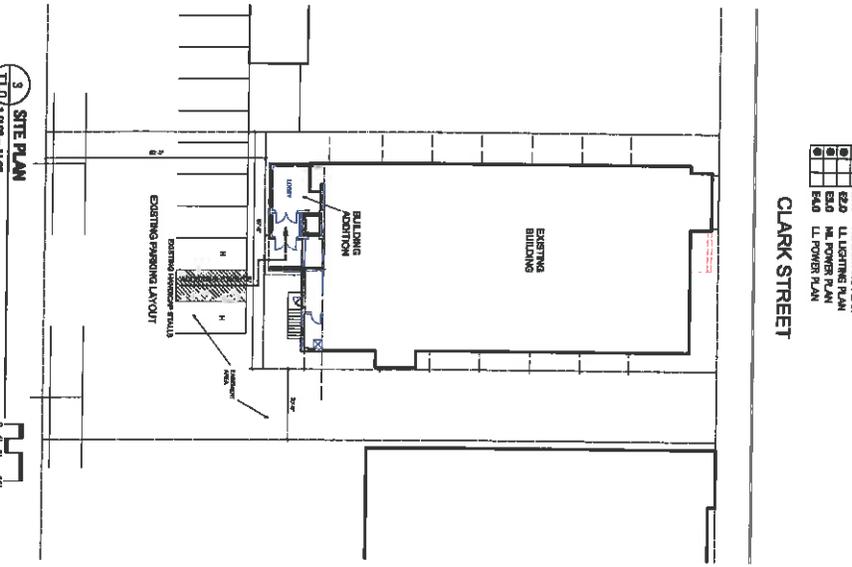
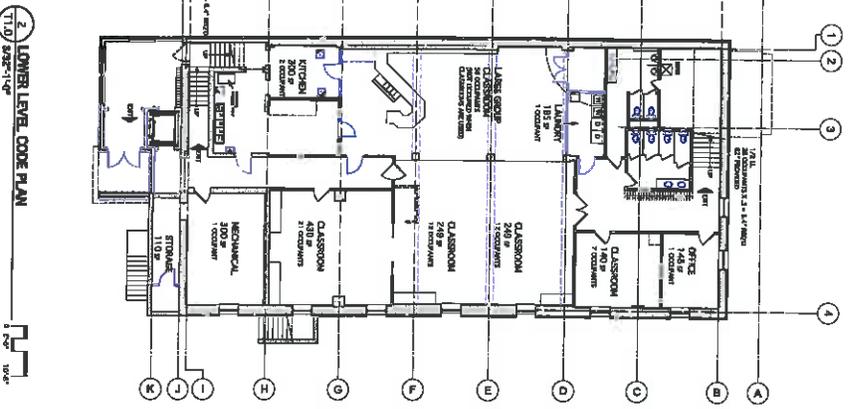
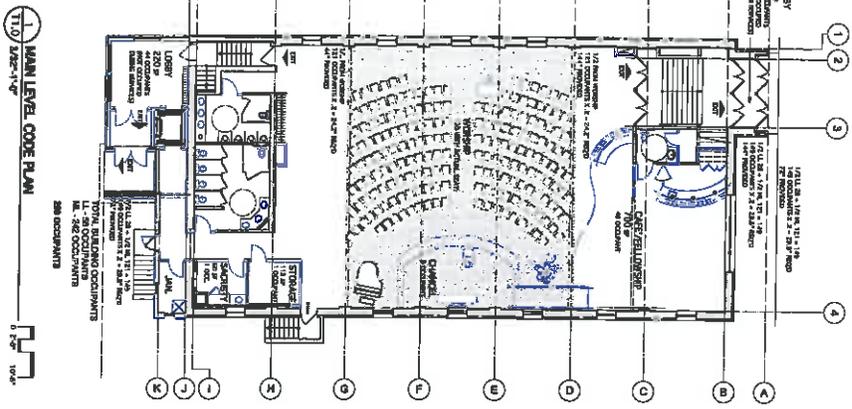
Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input checked="" type="checkbox"/>	
Renderings or Elevations	<input checked="" type="checkbox"/>	
Site Plan (for additions, and new construction)	<input checked="" 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
Rodney Cox <small>Digitally signed by Rodney Cox as Rodney Cox, of Cox &amp; Associates, Inc. Wausau, WI; email: rodcox@coxandassociates.net Date: 2016.03.29 12:51:33 CDT</small>		<i>[Handwritten Signature]</i> - President	3/23/16

**CODE NOTES:**  
 2009 IBC  
 OCCUPANCY CLASSIFICATION -  
 ASSEMBLY, A-3  
 ALLOWABLE AREA - 8,500 SF - 2 STORIES  
 LIMITING HEIGHT - 35'-0" (30'-0" TO 35'-0")  
 TOTAL BUILDING - 17,000 SF  
 NOT DEVELOPED  
 TYPE OF CONSTRUCTION - TYPE III S  
 TRUSS, 20% AISI  
 ROOFING STRUCTURAL FRAME  
 ROOFING WALLS EXTERIOR  
 ROOFING WALLS INTERIOR  
 FLOORING & PARTITION  
 FLOOR CONSTRUCTION  
 TOTAL MAX OCCUPANTS - 253  
 SEATING CAPACITY - 180 SEAT - 140 MALE  
 40 - 5 MA PROPOSED - 4 TOTAL  
 4 - 5 MA PROPOSED - 4 TOTAL  
 DAMPING RATIO - 0.05  
 DAMPING RATIO - 0.05



# DIVINE WORD LUTHERAN CHURCH 1009 CLARK STREET STEVENS POINT, WI STATE SET 2/12/2016

**DRAWING INDEX**

11.0	TITLE SHEET & CODE ANALYSIS, SITE PLAN
11.1	MAIN LEVEL, DEBO PLAN, MAIN LEVEL, FLOOR PLAN
11.2	LOWER LEVEL, DEBO PLAN, MAIN LEVEL, FLOOR PLAN
11.3	ROOF PLAN, EXTERIOR ELEVATIONS
11.4	ROOF PLAN, EXTERIOR ELEVATIONS
11.5	ADDITION FLOOR PLAN & DETAILS
11.6	ADDITION FLOOR PLAN & DETAILS
11.7	WALL SECTIONS
11.8	WALL SECTIONS
11.9	DOOR & FRAME TYPES, SCHEDULES
11.10	DOOR & FRAME TYPES, SCHEDULES
11.11	STRUCTURAL
11.12	FOUNDATION & ROOFING PLANS & DETAILS
11.13	MECHANICAL
11.14	HVAC PLANS & NOTES
11.15	DOOR & FRAME TYPES, SCHEDULES
11.16	ELECTRICAL
11.17	ME, DEBO PLAN
11.18	ME, LIGHTING PLAN
11.19	ME, POWER PLAN
11.20	ME, POWER PLAN
11.21	ME, POWER PLAN

**COX & ASSOCIATES**  
 Architects and Planners  
 770 STARR/CORNER DR.  
 WAUSAU  
 WISCONSIN 54485  
 PHONE (715) 835-6500  
 FAX (715) 284-0133

**PROJECT TITLE**  
 Divine Word  
 Lutheran Church  
 Remodeling Project  
 STEVENS POINT  
 WISCONSIN

**PROJECT NUMBER**  
 21318

**DATE**  
 02/12/2016

**DESIGNED BY**  
 [Signature]

**DRAWN BY**  
 [Signature]

**CHECKED BY**  
 [Signature]

**DATE**  
 02/12/2016

**SCALE**  
 AS SHOWN

**PROJECT TITLE**  
 Divine Word  
 Lutheran Church  
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 STEVENS POINT  
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 02/12/2016

**DESIGNED BY**  
 [Signature]

**DRAWN BY**  
 [Signature]

**CHECKED BY**  
 [Signature]

**DATE**  
 02/12/2016

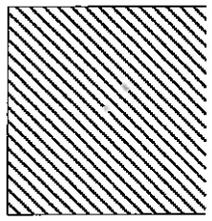
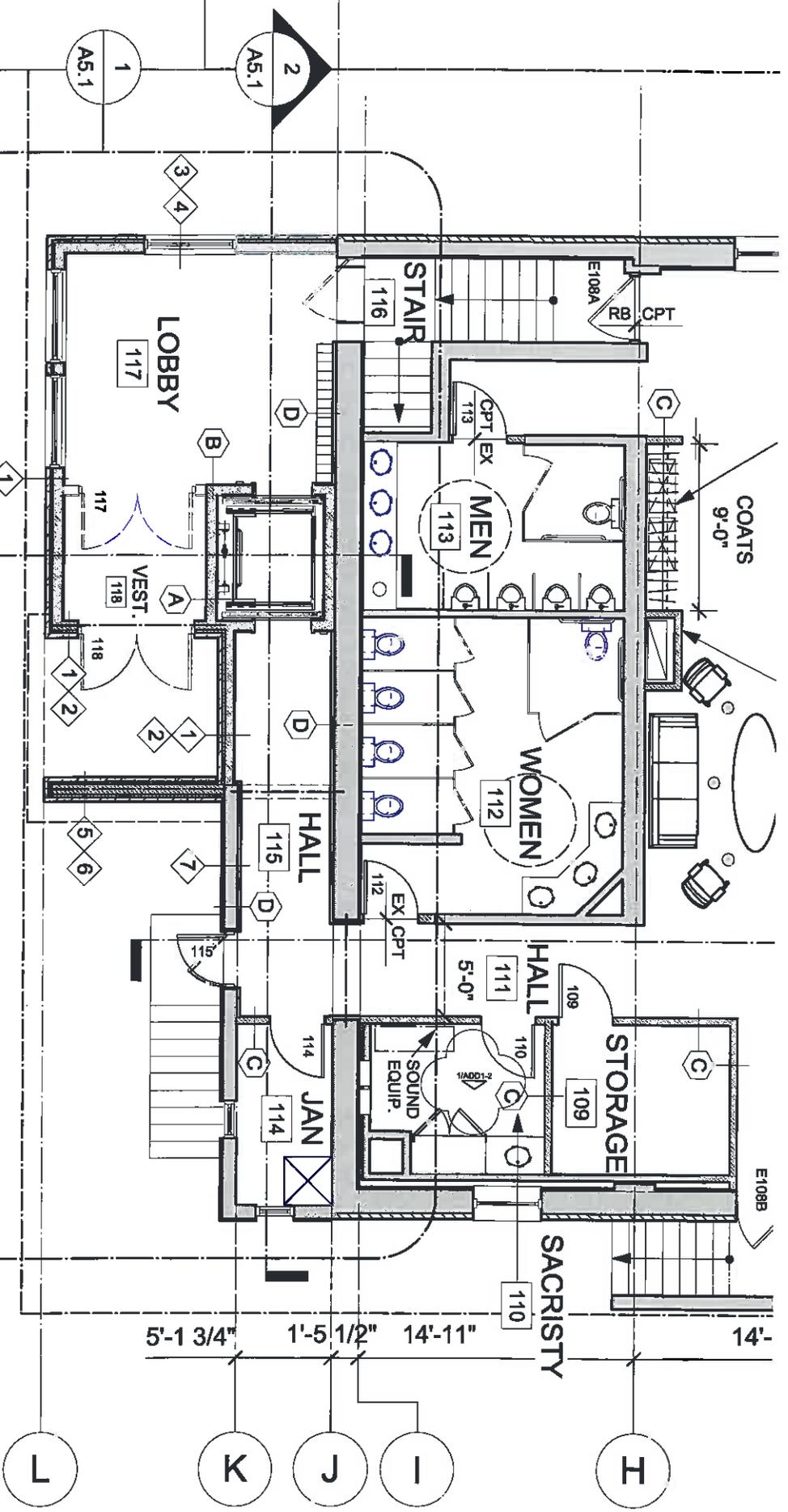
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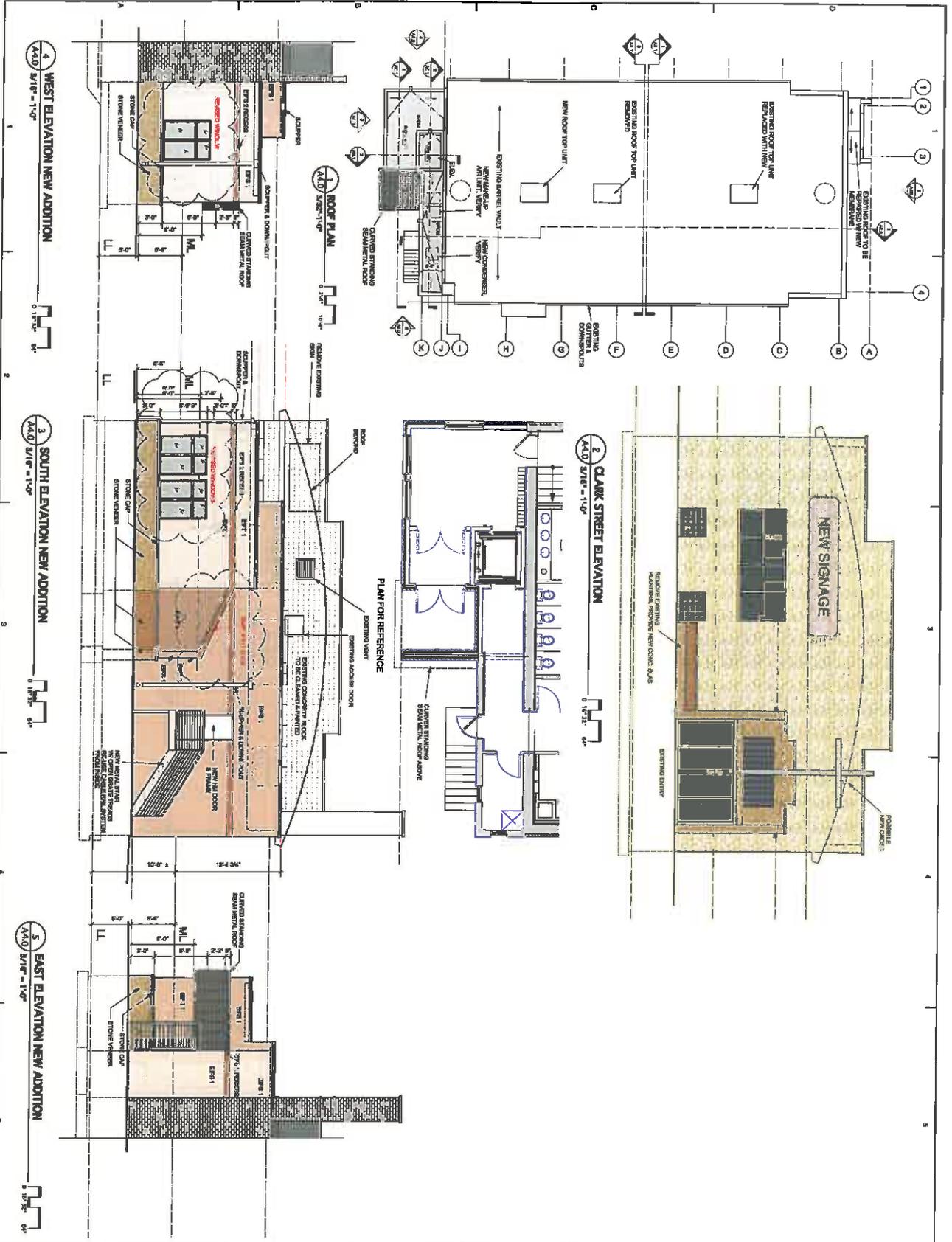
This Sheet  
 Code Plans & Site Plan  
**T1.0**





**2 MAIN LEVEL FLOOR PLAN**  
A1.0 1/8" = 1'-0"





**COX & ASSOCIATES**  
Architects and Planners  
7702 STARFLOWER DR  
WAUKESHA  
WISCONSIN 53186  
PHONE (715) 395-6200  
FAX (715) 395-6100

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**WISCONSIN**

DATE:	9/11/18
DRAWN BY:	REC
CHECKED BY:	REC
PROJECT TITLE:	

**Divina Word  
Ev Lutheran Church  
Remodeling Project  
STEVENS POINT  
WISCONSIN**

Project Number: 21518

Architect: COX & ASSOCIATES

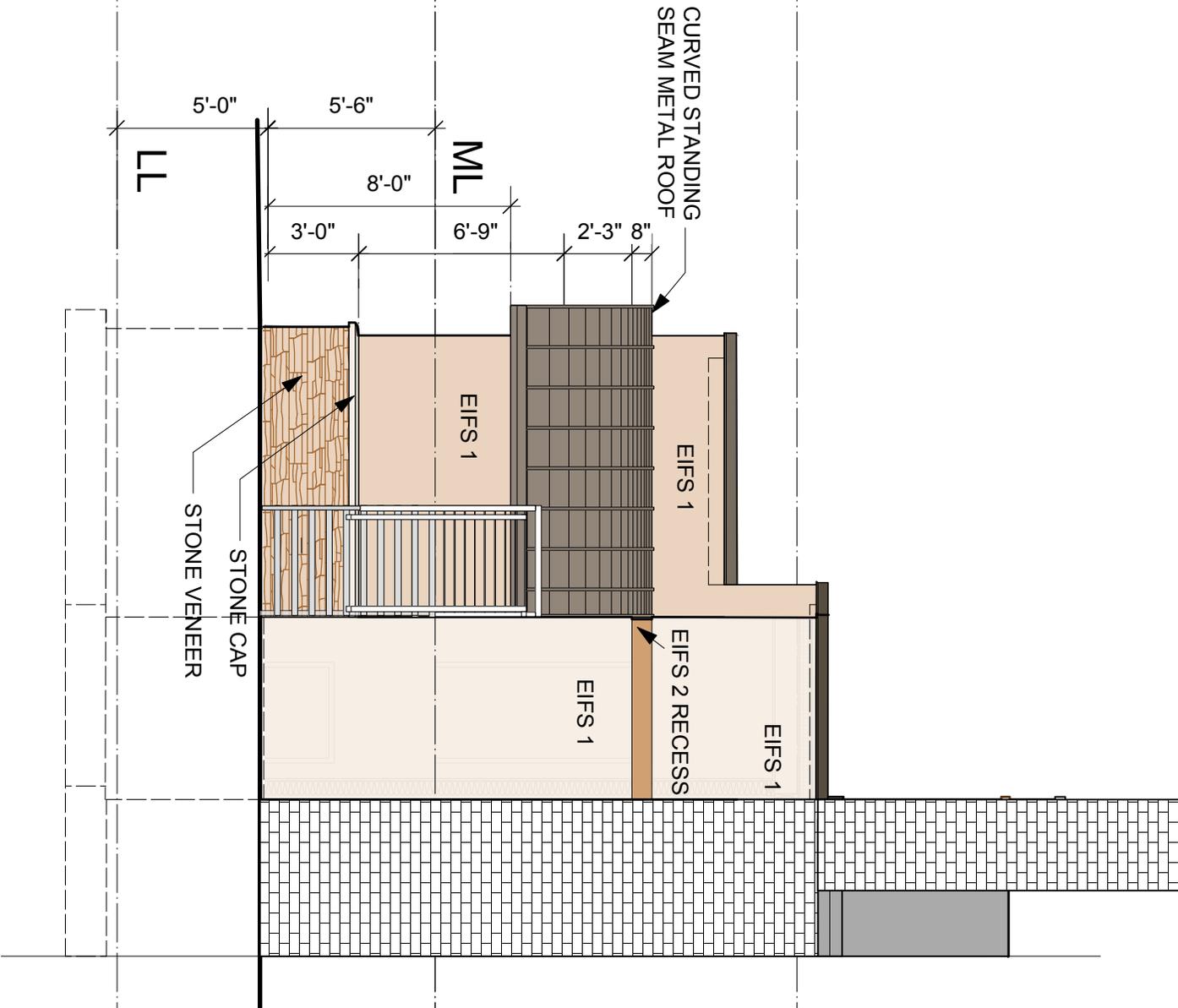
Contractor: DL CONSTRUCTION

Scale: 1/4" = 1'-0"

**A4.0**

Roof Plan  
Exterior Elevations





**EAST ELEVATION NEW ADDITION**

5

A4.0

3/16" = 1'-0"

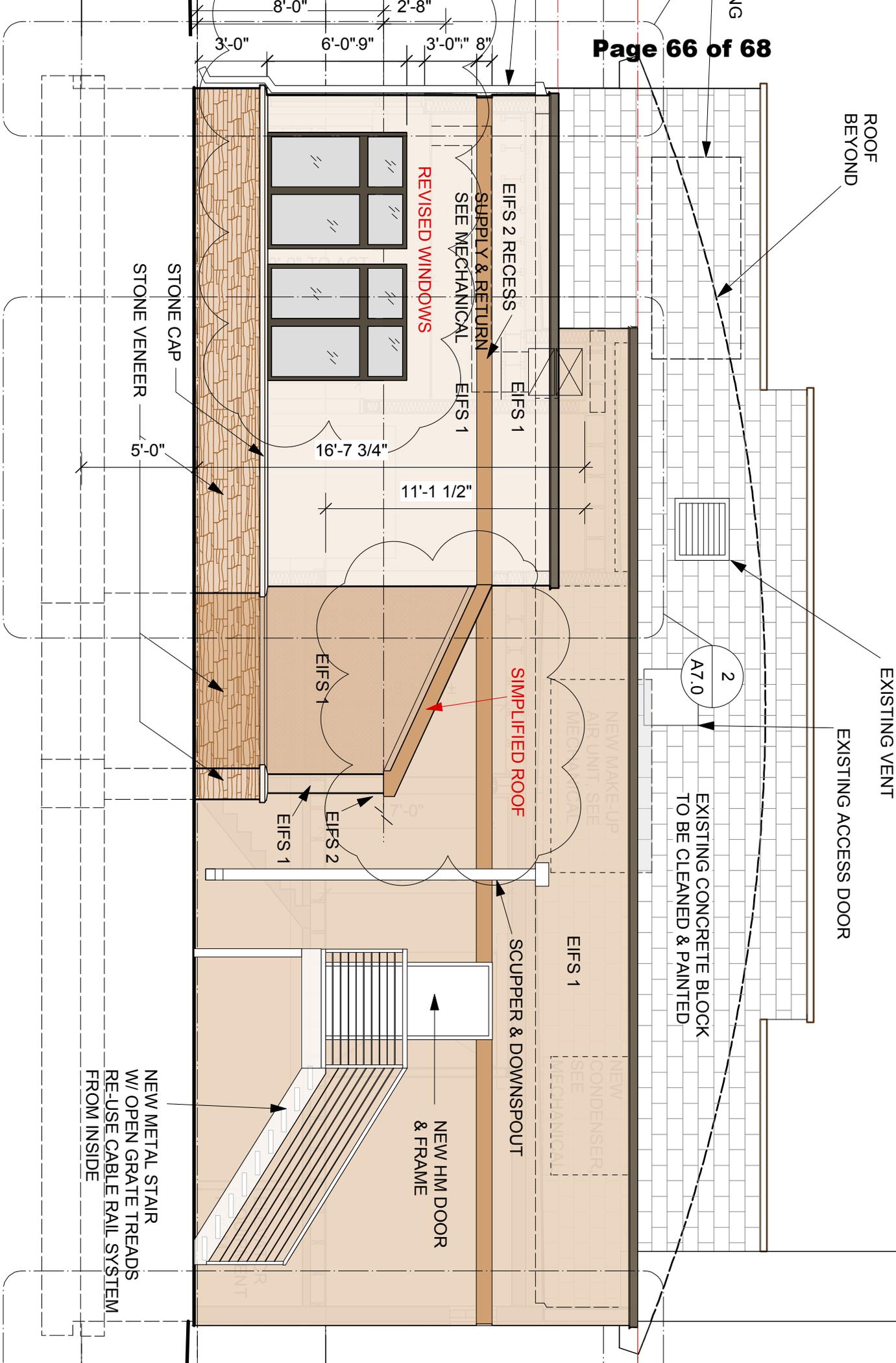


ROOF BEYOND

EXISTING VENT

EXISTING ACCESS DOOR

EXISTING CONCRETE BLOCK TO BE CLEANED & PAINTED



# SOUTH ELEVATION NEW ADDITION

3

A4.0 3/16" = 1'-0"



NEW METAL STAIR  
W/ OPEN GRATE TREADS  
RE-USE CABLE RAIL SYSTEM  
FROM INSIDE

NEW HM DOOR  
& FRAME

SCUPPER & DOWNSPOUT

EIFS 1

SIMPLIFIED ROOF

EIFS 1

EIFS 2

EIFS 1

11'-1 1/2"

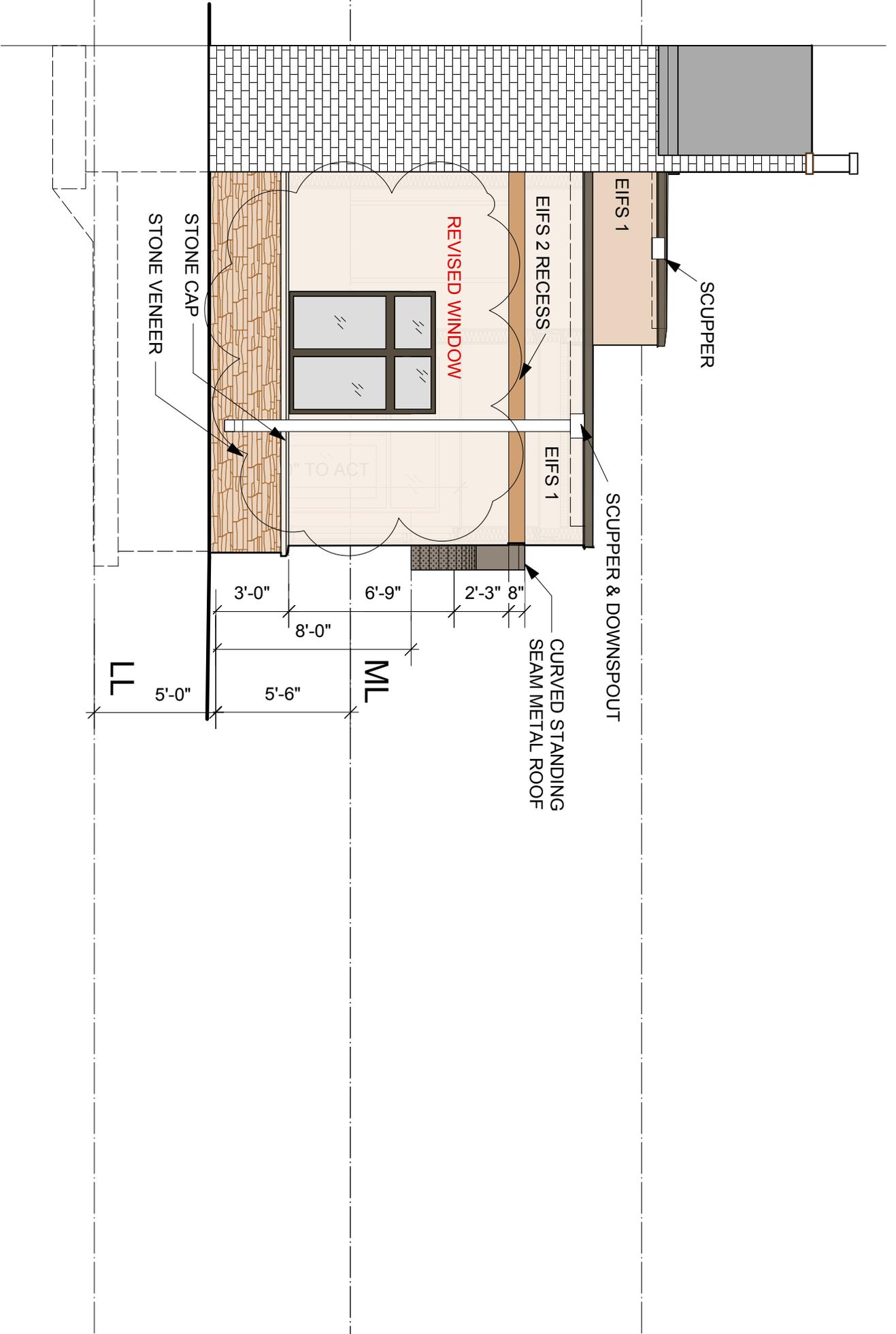
16'-7 3/4"

STONE VENEER  
STONE CAP

EIFS 1  
EIFS 2 RECESS  
SUPPLY & RETURN  
SEE MECHANICAL

REVISED WINDOWS

3'-0" 8'-0" 6'-0"9" 2'-8" 3'-0" 8"



4 WEST ELEVATION NEW ADDITION

A4.0 3/16" = 1'-0"



DIVINE WORD LUTHERAN CHURCH  
1009 Clark St, Stevens Point

