

AGENDA  
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

August 3, 2016 – 4:30 PM

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

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

Discussion and possible action on the following:

1. Approval of the report of the July 6, 2016 HP/DRC meeting.
2. Request from Eric Yonke, representing the property owner, for design review to construct a parking area at **1408-10 College Avenue (Parcel ID 2408-32-1004-06)**.
3. Staff update regarding the nomination of historic districts to the State and National Register of Historic Places.
4. Adjourn.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday July 6, 2016 –4:30 p.m.

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

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

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

ABSENT: Commissioner Sarah Scripps, Commissioner Joe Debauche, and Commissioner Robert Woehr.

ALSO PRESENT: Associate Planner Kearns, Director Ostrowski, City Attorney Beveridge, Alderperson Dugan, Tyler Feirtag, Talin Senner, Gregg Gokey, Brian Wogernese, Bob Brush, Sally McDonald-Lewis, and Robert McDonald.

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INDEX:

Discussion and possible action on the following:

1. Approval of the report of the June 1, 2016 HP/DRC meeting.
2. Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at **1059 Clark Street (Parcel ID 2408-32-2020-01)**.
3. Request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the **lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70)**.
4. Request Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at **1324 Centerpoint Drive (Parcel ID 2408-32-2031-37)**.
5. Adjourn.

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1. Approval of the report of the June 1, 2016 HP/DRC meeting.

**Motion by Commissioner Siebert to approve the report of the June 1, 2016 HP / DRC meeting; seconded by Alderperson Ryan.**

**Motion carried 4-0.**

2. Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at **1059 Clark Street (Parcel ID 2408-32-2020-01)**.

Associate Planner Kearns reported a brief history of the McDonald building at 1059 Clark Street. He stated that on April 11, 2016, a building inspector and he went to the property after an inspection

request was made. At the property they confirmed that the brick of the east façade was deteriorating and pulling away from the underlying material. He went on to state there was a significant enough safety concern on the public right-of-way, and given the emergency procedures in Chapter 22 of the Revised Municipal Code, the building inspector bypassed the commission review and allowed for demolition the week of June 6, 2016 after a razing permit was issued. Mr. Kearns explained that the applicants proposed to install insulation and stucco material on the exterior façade. Based on the review however, the requested material did not meet the design standards that stipulate the replacement of similar or like material to the original structure should occur when there is razing or partial demolition of a façade. Therefore staff recommended denying the McDonald request, but also recommended approval if conditions laid out by staff were met. Mr. Kearns went on to explain two additional handouts that were provided by the applicant after the staff report and agenda were published. The handouts contained a study by Pie Consulting and Engineering outlining the brick condition prior to removal, as well as citing structural components that were missing in the original installation that had deteriorated and possibly lead to the cause of the failing façade.

Commissioner Siebert requested the whereabouts of the brick that was removed.

Sally McDonald-Lewis (1059 Clark St) stated that their contractor, AJ Filtz, had disposed of the brick.

Robert McDonald (1059 Clark St) commented that there had been no salvageable components.

Commissioner Siebert stated that the brick could have been reused or salvaged to which Mr. McDonald replied that they had attempted to find someone to salvage the bricks, but there had been no interest. Ms. McDonald-Lewis attempted to sell the brick, but also found no interest.

Mr. Kearns stated that the mural that was on the east façade was in the possession of the applicant which was removed prior to work commencing.

Ms. McDonald-Lewis voiced her concerns over several deteriorating causes of the building including water damage, and regularly freezing pipes in the winter.

Mr. McDonald mentioned that the building had several different surface materials and that they did not recommend using brick for the façade. He referenced surrounding properties that had several different surfaces which he felt had no historical significance.

Chairperson Beveridge clarified the instances in which different building materials were allowed, but also mentioned that the decisions to do so were not amicable and partially a result from lack of funds. He also mentioned that their obligation was to try to maintain and restore the downtown to its original state, as well as staying away from unapproved material as much as possible in order to follow Federal and State Historic Guidelines, as they differ considerably between new and historic properties.

Mr. McDonald reiterated his position on the different materials allowed on the surrounding buildings to which Ms. McDonald-Lewis mentioned that the diversity of building material on the property was contributing to deteriorating conditions to the point that their insurance company did not want to pay claims due to excessive damage. She also asked for clarification on items

concerning windows within the staff report prior to summarizing their latest updates to windows. Lastly, she presented colored materials for the proposed project.

Chairperson Beveridge stressed that stucco was not an allowable material.

Ms. McDonald-Lewis voiced her dissatisfaction and noted a voicemail message they had received stating that their property did not have historic site designation, was not in the Clark Street historical district, the Mathias Mitchell District, and that they only fell under the Downtown Design Review District. She went on to explain that under the law, they could not be held under eminent domain and be forced to pay for something they did not want to do, or something their insurance company would not pay for.

Chairperson Beveridge and Ms. McDonald-Lewis had a brief discussion related to potential causes and solutions to water issues and the possibility of securing mortar ties.

Ms. McDonald-Lewis stressed that they did not have funds to use brick and they could not be forced to pay. However, if the city wanted to provide a grant, they would follow conditions.

Commissioner Siebert asked if there were still funds available in the Downtown Façade Improvement Grant Program.

Associate Planner Kearns confirmed that the funds were depleted.

Aldersperson Dugan (Eighth District) voiced her concern for the deteriorating building, noting that it may have been due to neglect. She also mentioned the possibility of placing insulation on the interior of the building as a solution.

Ms. McDonald-Lewis assured Aldersperson Dugan that the deteriorating façade was not due to neglect, and that they had taken steps to find out why the façade had failed, concluding that the brick was not properly placed.

Mr. McDonald noted that the building had been power washed and repainted 20 years ago; adding that they saw the bottom was not brick, but cement blocks. Ms. McDonald-Lewis added that they could instead choose a stucco color to match the brick. Mr. McDonald went on to summarize the different colors and materials on the exterior and interior of the building. He felt there was no historical significance other than the second floor of the building and Ms. McDonald-Lewis reiterated that the building did not hold heat during the winter and that there was water damage between the wood structure and brick veneer. She also stated that the structure was too high for brick which was a reason for the brick façade failure. Lastly, Ms. McDonald-Lewis requested stucco and proper insulation that would adhere to the wood structure as it warranties for 15 years.

Chairperson Beveridge noted that brick can be maintained for hundreds of years. Commissioner Siebert agreed, as well as stating that brick can be engineered to stay attached.

Ms. McDonald-Lewis stated that it would be an additional \$25,000 for brick and stressed she would rather keep her business open and employees paid than pay for brick. She noted that the total cost would be about \$45,000 for a non-high-end brick.

Mr. McDonald addressed the surface materials of the surrounding buildings to which Ms. McDonald-Lewis reiterated that stucco would flow with the surrounding buildings. She goes on to ask for clarification on the windows.

Associate Planner Kearns explained that the original window openings seemed to have been made smaller.

Ms. McDonald-Lewis disagreed and explained that windows had not been made smaller.

Associate Planner Kearns explained that design guidelines state a window should never be filled in and/or made smaller. He pointed out three window locations on the east façade where window openings appear to be smaller or covered with the new façade material.

Mr. McDonald commented that they changed the windows.

Associate Planner Kearns reiterated that windows should never be bricked in or have their opening shrunk, and the full height of the window should be maintained.

Ms. McDonald-Lewis and Mr. McDonald stressed that they did not shrink any windows and that there were no longer any boards over them.

Mr. McDonald voiced his concern in making the building consistent when there were already four different surfaces on the building, some dramatic, some minor.

Associate Planner Kearns requested the commission's thoughts on installing a brick face rather than a full brick on the exterior as it may allow for an inch of insulation while maintaining the original aesthetic of brick. He noted that the material has been approved in the past and could act as a compromise on the project, as well as potentially savings in cost. He recommended that Ms. McDonald-Lewis and Mr. McDonald speak to a mason to discuss the feasibility of installing a brick face.

Chairperson Beveridge went into detail about having a brick face installed and stressed that the commission would work with them as much as possible as the commission was aware of the financial implications of the project.

**Motion by Commissioner Siebert to approve the request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements at 1059 Clark Street (Parcel ID 2408-32-2020-01) with the following conditions:**

1. All architectural masonry design features, such as window headers; and openings shall be maintained or restored.
2. Rounded window and door headers matching the original shall be incorporated into the design.
3. All window and door openings must remain open and shall be prohibited from being permanently filled-in.
4. Brick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).

5. **Building codes and zoning ordinance requirements shall be met.**
6. **All applicable building permits shall be obtained.**

seconded by Alderperson Ryan.

**Motion carried 4-0.**

3. Request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the **lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70).**

Associate Planner Kearns summarized that BriMark Builders was requesting to construct a 4-story hotel in the B3-Central Business District between Shopko and Great Lakes Loan Services on a small development pad, and that the hotel would also require a conditional use permit which the Plan Commission had recommend for approval. He noted that a parking area was not required and that the site would utilize surrounding public parking lots. Exterior materials recommended were brick, stone veneer, and EIFS. He reminded the committee that there were different guideline requirements for new construction compared to existing buildings: modern materials should be similar in quality within the district. Associate Planner Kearns also explained how the hotel would fit in with the downtown area by referencing surrounding buildings, as well as meeting several items outlined in the report. Lastly, he noted that Plan Commission had recommended additional landscaping on the west side of the site where the walkway connected the downtown to the north.

Director Ostrowski explained that the sidewalk on the west side of the building between Great Lakes Loan Services and the hotel would be kept all the way up to Centerpoint Drive and back down to the Children's Museum, keeping the view shed from Centerpoint in case there was a development on the property to the north.

Commissioner Siebert asked for clarification on the main entryway location.

Director Ostrowski and Associate Planner Kearns confirmed the entryway would be on the east side, just off of Strongs Avenue.

Associate Planner Kearns added that masonry would be on two-thirds of the building and that an exterior insulation finishing system (EIFS) would come into play above the second story.

Commissioner Seibert questioned the use of EIFS and if there was an engineering reason in using it.

Brian Wogernese, representing Cobblestone Hotels, explained the use of EIFS is more of a design choice in order to visually break up the brick of the building.

Associate Planner Kearns added that the approval included signage. Signage would be placed on all four façades, with the potential of a fifth sign for the restaurant at the north side of building. He referenced Chapter 25 (Sign Ordinance) where it states the signable area must be between the first floor and second floor. He made sure to note that the guidelines were created primarily for Main Street businesses, and that it didn't consider a project as large as Cobblestone Hotel. Overall he stated the signage was fitting and appropriate at the 4-story height and recommended approval with staff recommendations.

Director Ostrowski clarified that Plan commission has approved the building and sign variance.

Aldersperson Ryan asked if there were different materials between the EFIS and concrete.

Associate Planner Kearns confirmed there would be an EFIS band separating the material.

Commissioner Baldischwiler expressed concern about parking.

Associate Planner Kearns confirmed there would be 7-8 stalls on site, but the majority of parking would be in surrounding public lots.

Commissioner Baldischwiler asked if there would be any controlled walkways.

Associate Planner Kearns and Director Ostrowski commented on the existing pedestrian walkways that would be available.

Aldersperson Dugan (Eighth District) stated she sees the hotel as an excellent addition to the community, but expressed concerns on the height of the proposed development. She went on to reference surrounding building heights that were met with local opposition and felt a three-story hotel would better compliment the area. Lastly, she stated she felt the north side of the hotel design was bare, but understood there would be a restaurant in that area, and questioned the possibility of getting more windows.

Brian Wogernese, representing Cobblestone Hotels, confirmed that the bare area of the hotel side would be a part of restaurant and adding windows would change the makeup of the building. He also explained that a three-story building wouldn't work out financially.

Commissioner Siebert asked if there were ways to fake a window.

Brian Wogernese said they were not sure if they could fake a window, but would be open to exploring that option as long as it did not become cost prohibited.

**Motion by Aldersperson Ryan to approve the request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70) with the following conditions:**

1. EIFS shall be permitted to exist as shown on the attached plans and shall not be located below the third story.
2. The chairperson and designated agent shall have the authority to review and approve minor changes to the project and building design.
3. Building codes and zoning ordinance requirements shall be met.
4. All applicable building permits shall be obtained.
5. The chairperson and designated agent shall have the authority to review and approve minor modifications to the building design and architecture.

seconded by Commissioner Baldischwiler.

Motion carried 4-0.

4. Request Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at **1324 Centerpoint Drive (Parcel ID 2408-32-2031-37)**.

Associate Planner Kearns began the summary by noting an error on page 31/40. He explained the applicant has requested to perform exterior work along Centerpoint Drive on a building that was constructed in 1977. Given the construction date and features, he noted that the building may be defined as a noncontributing building in the design district, but that the guidelines would still apply. He summarized the request for new windows, doors, vinyl siding and masonry work. Associate Planner Kearns also mentioned that a few details were missing in regards to the type of windows being proposed. Staff recommended wood windows as they would have most likely existed originally as well as wood siding instead of vinyl, and recommend approval with the conditions outlined in the staff report.

Gregg Gokey (1324 Centerpoint Dr) reported that they had looked into the cost of complete replacement of the handrails which was not financially feasible. He was looking for approval to fix and replace without making major changes, but was having a hard time finding a mason. Mr. Gokey was also concerned that the accessibility ramp essentially could not be used.

Talin Senner (1324 Centerpoint Dr) explained that the windows being requested would be vinyl. He noted the yellow fascia that was visible at the front of the windows were some sort of composite material and the outline around the windows were all painted wood. He was especially concerned about the constant flow of water coming off their roof and leading to continuous water penetration. He wants to wrap the entire bump out window box to mitigate the water. They have chosen to wrap the entire bump out window box with cedar look-a-like vinyl shakes to mitigate the water. He explained further that their current windows were wood wrapped in aluminum clad that had not been maintained. His concerns were the amount of water and moisture getting inside the soffit, and the drywall becoming deteriorated.

Mr. Gokey stated that they would prefer not to do an aluminum wrap around the windows.

Mr. Senner mentioned that they would like to match the surrounding homes as much as possible in terms of aesthetics while fixing the water penetration issue. He noted that the existing door had to be replaced as the locking mechanism was destroyed which prevented the door from locking.

Associate Planner Kearns asked if they would be willing to maintain the moulding around the door if they installed any glass.

Mr. Senner confirmed that they would maintain the moulding if any new glass was installed. He also gave a brief summary of when the building was originally located at 1100 Union Street until it was moved in 1983 to its current location.

Mr. Gokey mentioned that in addition to these requests, they were also looking to mimic the landscaping that was recently done at Shopko.

**Motion by Commissioner Siebert to approve the request of Gregg Gokey, representing Penguin Properties for design review approval to perform exterior facade improvements which includes**

**the installation of windows, doors, vinyl trim, railings, and masonry repairs, at 1324 Centerpoint Drive (Parcel ID 2408-32-2031-37) with staff recommendations.**

**Motion failed for lack of a second.**

Mr. Senner asked for confirmation on the staff recommendations and if it included maintaining the wood windows and aluminum cladding.

Associate Planner Kearns confirmed that they would be able to install new windows, but the recommendation was for wood windows rather than vinyl windows.

Mr. Senner asked for further clarification on window replacement in terms of keeping a three-pane windows or replacing with a one pane window.

Associate Planner Kearns confirmed that his recommendation was to replace windows as they were: a three-pane window for three-pane window.

Mr. Senner was concerned that they would not be mitigating water issues as wood had caused the water damage thus far.

Associate Planner Kearns asked for clarification regarding the wood exterior or the wood windows themselves to which Mr. Senner confirmed that he meant both the wood exterior and wood windows.

Chairperson Beveridge asked if the water penetration was from the water coming off the roof.

Mr. Senner explained that water would drip and run straight onto the windows due to a metal roof and small drip edge. He also mentioned that interior drywall had been water damaged. Furthermore, Mr. Senner confirmed that the drip edge was not long enough and rain continued to run over and down onto the windows. He would prefer not to install rain gutters and had several contractors give the same recommendation that they need to seal the entire window. Lastly, he explained that the windows originally opened, but had to be sealed shut with glue and silicone.

Commissioner Siebert stated that the water hitting the windows would still be a problem even with vinyl.

Mr. Senner agreed that water would still hit the windows, but mentioned that the seal would be better. He did not want to go through the expense of replacing all the windows without making sure they weren't sealed properly.

Director Ostrowski asked if the windows were original to the 1979 construction.

Mr. Senner stated that the windows looked recently replaced, but that they did not mitigate water issues.

Commissioner Siebert questioned if there was another way to run the water off.

Mr. Senner and Tyler Feirtag reiterated that the roof is half way down the window which allows water to come down the side as well.

Director Ostrowski questioned what would be vinyl wrapped.

Mr. Senner explained that they would wrap each side of the window box, as well as placing a channel along each edge and on the front of the box as well as to have the whole thing be sealed against water penetration.

Commissioner Siebert questioned why they could not do the same with aluminum clad windows.

Mr. Senner commented that they currently had aluminum around wood, and water still had penetrated even after sealing every window with silicone.

Commissioner Siebert asked for clarification between a vinyl over wood wrap, and an all vinyl wrap.

Talin Senner reiterated that they would do a white frame vinyl picture window to match the surrounding homes, as well as have the whole window box wrapped in a cedar vinyl shake.

Chairperson Beveridge referenced the Cape Code housing with a similar overhang that did not leak.

Aldersperson Ryan suggested the windows may not have been installed properly.

Mr. Senner mentioned that there may be damaged drywall on the west side that has not been uncovered yet.

Aldersperson Ryan recommended the possibility of installing a three-pane window that does not open. He noted that it would maintain the aesthetics of the building while providing a tight seal unless they wanted the ability to open the windows.

Mr. Senner saw no reason to open the windows.

Chairperson Beveridge questioned if all windows were currently sealed.

Mr. Senner could not give a confirmation as only some windows have been wrapped in aluminum or sealed with glue and he has not attempted to open all the windows.

Commissioner Sierbert questioned if using aluminum instead of vinyl would really solve the problem as they would be sealed windows.

Mr. Senner reiterated that he would rather not have the windows open and that their main goal would be to seal them properly if they have to replace 18 windows. He wants to avoid replacing the windows in a couple years if water continues to penetrate.

Associate Planner Kearns briefly summarized a previous project where there were vinyl window inserts but the exterior moulding was wood. He mentioned the interior could not be seen from the exterior because the original moulding and trims were restored and reutilized.

Mr. Senner questioned if the window could be vinyl in order to obtain the seal, but still have the aluminum cladding on the exterior.

Director Ostrowski voiced his concern in having sealed windows on the property in case a new buyer comes along and decides they want operating windows. Completely sealing the windows may pose future implications in re-selling the property. That being said, he understood the implications of needing sealed windows with rain constantly hitting the building given how the window boxes were designed. While vinyl is not recommended, he's not sure if the water penetration can be fixed with wood, but would also prefer functioning windows.

Associate Planner Kearns reiterated his point of the possibility of the building being considered noncontributing due to its aesthetics prior to its most recent renovations, and therefore less significant.

Commissioner Sierbert affirmed that vinyl windows still had to be sealed to the building.

Director Ostrowski confirmed that while they did need to be sealed, the seal would be better. He understands that vinyl is not historically accurate.

Aldersperson Dugan (Eighth District) shares a similar concern regarding older wooden windows on her home.

Mr. Gokey agreed that older windows needed maintenance, but that the roof was causing different water issues.

Mr. Senner stated that they preferred not keep the green color of trim. They wished to change to white vinyl wrapped windows to match the surrounding homes and change the green to a muted Auburn Red to match the vinyl cedar shakes.

Chairperson Beveridge asked for clarification on what the yellow and green wood would be replaced with.

Mr. Senner confirmed that the whole window box would be wrapped in cedar shakes, side-to-side.

Director Ostrowski asked if there would be a corner piece to which Mr. Senner confirmed.

Chairperson Beveridge questioned how operable the current windows were.

Mr. Gokey confirmed that there was no real consistency with which windows were operable as some windows were sealed, and some not, in different locations.

**Motion by Aldersperson Ryan to approve the request of Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at 1324 Centerpoint Drive (Parcel ID 2408-32-2031-37) with the following conditions:**

1. Operable windows matching the original in design, and size shall be installed.
2. Decorative moulding and trim around doors shall remain.
3. The applicant shall provide further details regarding window and doors to be approved by the chairperson and designated agent.
4. Windows shall be allowed to be constructed of vinyl.
5. Window and door trim shall match in color and material.
6. 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.
7. Brick matching the original in size and color shall be installed if necessary under the walkways.

8. The existing railings shall be repaired and restored, however, if they are beyond repair, a new metal railing matching the original design shall be installed which shall be reviewed and approved by the chairperson and designated agent.
9. Vinyl cedar siding as proposed shall be allowed to be installed around the window boxes.
10. Building codes and zoning ordinance requirements shall be met.
11. All applicable building permits shall be obtained.

seconded by Commissioner Baldischwiler.

Motion carried 3-1, with Commissioner Seibert voting in the negative.

5. Adjourn.

Meeting adjourned at 5:54 PM.

**From:** [Sally McDonald](#)  
**To:** [Kyle Kearns](#); [Ximena Christianson](#); [Jim Zepp](#); [smcdonald@mcddtitle.com](mailto:smcdonald@mcddtitle.com)  
**Subject:** McDonald Title "East Wall" 1059 Clark Street  
**Date:** Friday, July 1, 2016 12:35:33 PM  
**Attachments:** [SKMBT\\_C224e16070110100.pdf](#)

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Gentlemen;

Please find attached the engineer's "Technical Memorandum" that we have used to determine the best structural and aesthetic renovation to our building. Meeting scheduled for July 6, 2016.

Samples of the Stucco arrived today. I will provide a few samples at the meeting. Or in advance if you want them dropped off somewhere? It isn't really fair to view them inside a building without viewing outside, at our building, with it's surrounding structures. Also, the coordination of colors to the mural, which is the main focus of that wall. Our selection of materials takes into account structural soundness, insulation and the causation of brick failing on our two story structure, as well as the absolute improvement of the aesthetics pronouncing and preserving history.

As an aside, we had numerous people in the public inquiring as to the mural. "Windows to the Past". Clients, professionals and members of the public that we shared our plans to apply stucco of an "almond" or "moonstone" color was met with lots of compliments. Builders, realtors, architects and colleagues reacted very positively. One said, "that would really make the building "pop" as well as accentuate the mural, and complement the adjoining building, as well as flow with the downtown scattering of finishes". Trying to "match" a color such as the orange-like paint on the painted cement would be like wearing red pants with an orange shirt.

Speaking of windows, the boarded up windows was only during removal of brick to protect them, as was true of your sidewalk (covered with plywood to prevent cracking). I don't understand your statement that we planned on making a first floor window smaller? We have no such plans.

Thank you,

Sally McDonald



## Technical Memorandum

Date: May 16, 2016  
To: Jim Gould - United Fire and Casualty Insurance Company (United Fire and Casualty)  
From: Tom G. Peterson, P.E. - Pie Consulting & Engineering (Pie)  
Subject: Claim #482005970: McDonald Title and Law - MN716056.00 (000)

Dear Mr. Gould:

In accordance with your request on behalf of United Fire and Casualty on April 28, 2016, Pie observed the site and reviewed information on the above-noted claim. The purpose and scope of the investigation was as follows:

- A. Review background information related to the claim.
- B. Travel to and from the site in Stevens Point, Wisconsin.
- C. Observe exterior brick veneer walls at commercial building to determine cause of the existing condition.
- D. Provide verbal feedback to client regarding engineering opinions of damage and repair options if required.
- E. Upon request, Pie will provide an engineering report summarizing observations, opinions and recommendations.

Background information regarding the claim is as follows:

- A. The property under review is a business establishment located in downtown Stevens Point, Wisconsin at the corner of Ellis and Clark streets. The exact address is 1059 Clark Street. For the purpose of this report, the building faces to the north.
- B. Based on information provided, the original structure was built in the early 1900's and the insured has owned the building since 1967.
- C. According to the insured, recent building modifications have included new windows on the second floor level on the east side of the building and the installation of a new roofing system. Based on information available, these activities have occurred within the past two (2) years.
- D. During the spring of 2016, the insured observed separation of the brick from the exterior wall at the windows on the east side of the building and a significant leaning of the brick veneer panel away from the exterior wall on that same side.

### CORPORATE HEADQUARTERS

6275 Joyce Drive, Suite 200 - Arvada, CO 80403-7541

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- E. Although no specific cause is identified, the insured claims damage to the building related to the condition of the brick and a structural evaluation of the existing wall system is requested.
- F. Pie was subsequently retained by United Fire and Casualty to investigate this matter.

On Tuesday, May 3, 2016, Pie visited the property, met with the insured and Jim Gould of United Fire and Casualty and observed the following:

- A. The building has a split-level entry with a total of three (3) floors of space utilized as a law and property title office with storage and living quarters on the upper level.
- B. The exterior of the structure is brick masonry walls on the north, west and east sides, except for the rear 10-feet of the building at the west end, which is constructed of concrete block.
- C. A similarly constructed structure abuts the insured's building on the south side and a building to the west is separated from the insured's building by an alley approximately 10-feet in width.
- D. The area of sidewalk on the east side of the property is cordoned off with hazard cones and caution tape.
- E. The approximate dimensions of the building are 24-feet wide along Clark Street by 68-feet deep along Ellis Street.
- F. The front elevation of the building is approximately 28-feet above the sidewalk with the roof sloping down from the front (north) to the rear (south).
- G. As viewed from the east side along Ellis Street, the second floor has a series of five (5) windows spaced along its length, which includes the new window installations identified by the insured.
- H. A brick chimney is located at the east exterior wall approximately 40-feet from the front building corner. There is considerable discoloration of the east brick wall directly below the chimney for nearly its full height. The discoloration is accompanied by deterioration of the brick surface and the masonry joints. The balance of the brick on this wall exhibits only minor discoloration.
- I. As viewed from the sidewalk on the east side of the structure, the brick is noticeably out of alignment in the vertical plane.
- J. The roof was accessed for observation:
1. The existing roof is a 0.45 mil EPDM mechanically attached membrane system provided by Carlisle. The roof is in good condition and, as mentioned above, was installed within the past two (2) years based on information provided by the insured.
  2. The roof slopes down toward the rear (south) and then to the southwest corner at a rate sufficient to promote adequate drainage.
  3. There are multiple penetrations of the roof membrane including the previously mentioned chimney at the east wall:
    - a. The chimney is constructed of brick and cementitious mortar.

concrete  
block

now  
gone

- b. The chimney has no cover or rain shield to protect from moisture infiltration. } gone
- c. Based on observation, the chimney is vacated or utilized only as a chase for mechanical/electrical systems. }
- d. One of the roof vents with cover is exhibiting severe corrosion as evidence of long term exposure to the elements and a lack of maintenance. } replaced

K. The second floor was accessed for observation:

1. The windows were opened to observe the reported separation of the brick:

- a. Cracking and separation of the brick from the building frame were evident at all window sills and jambs. The separation varied from hairline to a maximum of 2.5-inches. The interior portion of the sills and jambs are constructed of wood framing in poor condition for the older windows and aluminum framing for the newer installations.
- b. Deformation of the brick veneer panel is evident as bulging of the system outward. It is most prominent near the second floor elevation which is approximately the mid-height of the structure.
- c. Based on limited access and visibility at the window locations only, the building wall structure is expected to be wood framing with the brick acting only as an aesthetic veneer.
- d. Horizontal metal tabs were observed to be fastened to the wood wall system, but those that could be observed were not engaged with the brick veneer. It is expected that these tabs remain from the original system of ties that were embedded in the brick mortar joints and served to provide horizontal support for the veneer.
- e. The metal tabs that could be observed exhibited signs of severe corrosion.
- f. No horizontal brick ledger element along the length of the wall and near the second floor elevation was observed as would be expected in typical multi-story brick veneer construction. This feature is normally included, even in historic structures, to provide vertical and lateral support for the brick and allow for movements of the veneer system due to temperature and moisture fluctuations.

tabs to hold brick won't work

affects exterior veneer

2. The interior space of the second floor was observed and exhibited no signs of moisture intrusion or damage to ceiling, wall or floor finishes.

L. The first floor and lower level were accessed for review of the general condition of the space and finishes. No evidence of moisture intrusion or damage to ceiling, wall or floor finishes was observed.

Based on review of the information provided and on our site observations, the following analysis is provided:

A. The basics of building with brick veneer have remained fairly constant through decades of construction for single and multi-story buildings due to continued success. All buildings incorporating a brick veneer façade must account for the effects of two

potentially damaging factors. Although consideration must be given to all environmental conditions, the specific effects of moisture migration and temperature fluctuations must be addressed in materials and methods. Traditional veneer construction involves the following items:

1. A structural building shell for support of floors and roofs that does not rely on the brick for vertical support of building loads.
  2. A weather resistive barrier over the sheathing and air gap or insulation between the building shell and the brick veneer to provide temperature conditioning and to allow for movement of moisture through the system to a place of exit.
  3. Some form of horizontal anchorage of the brick veneer to the structural building shell. This provides lateral support for the brick.
  4. A continuous structural element at regular intervals for the height of the building to provide vertical support for the brick veneer. This element is generally provided at each building floor elevation. Brick veneer is not designed as a material that is capable of spanning multiple floor heights without appropriate horizontal and vertical support.
  5. An expansion joint at approximately each floor elevation to allow for expansion of the brick veneer panels due to moisture and temperature changes. The location of the expansion joint usually corresponds with the location of the horizontal support element. It should be noted that there is a difference in the performance of clay brick and concrete brick. It is expected that the veneer on this project is a clay brick product, but most of the means and methods mentioned here apply to both types.
  6. A system of flashings at the top of veneer walls, changes in plane, and around openings to prevent moisture ingress behind the veneer and into the wall cavity.
  7. A system of internal thru-wall flashings that span from the sheathing to the exterior face of the veneer providing an exit path for unwanted and damaging moisture that enters the system. Thru-wall flashings are generally provided at horizontal interruptions such as brick support angles, lintels, as well as the base of the wall.
- B. Based on site observations, the current installation of the brick veneer system does not include:
1. Effective horizontal anchorage of the brick veneer to the building shell.
  2. Vertical support for the brick veneer at any location other than the foundation.
  3. Allowance for expansion of the brick due to temperature variations.
  4. Effective exterior flashings and thru-wall flashings to prevent bulk water from entering the cavity and/or to channel the water away from the sheathing and to the veneer exterior.
- C. It is expected that the primary deficiency in the current veneer system on the east wall involves the loss of horizontal support from the building shell framework to the brick veneer panel, due to the deterioration of the metal tie elements. The deterioration of the

Brick's  
failures

metal tie system is attributed to long-term corrosive effects of uncontrolled moisture migration into the wall cavity.

Based on review of the available information, the following is concluded:

- A. It is Pie's determination, based on a reasonable degree of engineering certainty that the loss of an effective horizontal veneer tie system is primarily causal to the current detached and deformed condition of the brick panel on the east wall. Although the original construction appears to have included a system of horizontal veneer ties that was likely standard for that era, the effects of uncontrolled bulk moisture entering the wall system over the life of the structure have severely corroded the ties to the point that those observed no longer engage the brick as required for stability of the veneer.
- B. It is expected that moisture has entered the wall cavity system by various means over the life of the structure. Due to the recent re-roofing, it cannot be known for certain the condition of the roof immediately prior to that effort, but the observed corrosion of the vent noted above provides some insight into the likelihood that a leaking roof system existed. Additional possibilities for entrance of unwanted moisture into wall cavity include:
1. The perimeter coping cap.
  2. Wall parapet flashing.
  3. Open chimney stack and base flashing.
  4. Brick mortar joint cracks and unsealed exterior finish.

Once moisture has entered the system, its detrimental effects can be substantially negated by providing a system of exit via thru-wall flashings. However, no such system was observed at this installation.

- C. Secondary factors affecting the current brick veneer condition include the lack of horizontal structural support at any elevation other than the foundation and the lack of a provision for expansion of the brick material due to moisture and temperature fluctuations.
- D. It is further determined that no single occurrence or sudden event, such as a storm with high winds or driving rains are responsible for the condition of the brick veneer. Rather, the condition is expected to be the result of long-term deterioration of the metal tie system.

Based on review of the available information, the following recommendations are provided:

- A. The brick veneer on the east wall no longer functions as intended and requires repair. It is expected that the veneer may be removed without affecting the structural integrity of the building shell, but this requires verification by a licensed professional engineer.
- B. Any and all demolition activity and reconstruction must be performed by a licensed contractor experienced in this type of work and must be completed under the direction of a professional engineer licensed in the State of Wisconsin.

The determinations and results described in this memorandum are based on information available at the time of the observation and preparation of this memorandum. Should additional information or unknown conditions be uncovered or made available, Pie Consulting & Engineering retains the right to revise and supplement this memorandum accordingly.

Sincerely,

**Pie Consulting & Engineering**



Observed by,  
Tom G. Peterson, P.E.  
Senior Forensic Engineer



 Tom Peterson  
May 16 2016 2:59 PM  
eSign

TGP:BDE:mp

Attachments: Picture Pages

K:\2016\MN71605600\Task 000-General\05 Reports Attachments Submittals\2016-04-28-000-McDonaldTitleandLaw-TechMemo.docx

McDonald Title and Law



Northeast building elevation.



East exterior wall.

McDonald Title and Law



Roof facing north.



Roof facing south.

McDonald Title and Law



Second floor windows with brick veneer separation.



Second floor window with brick veneer separation at sill and jambs.

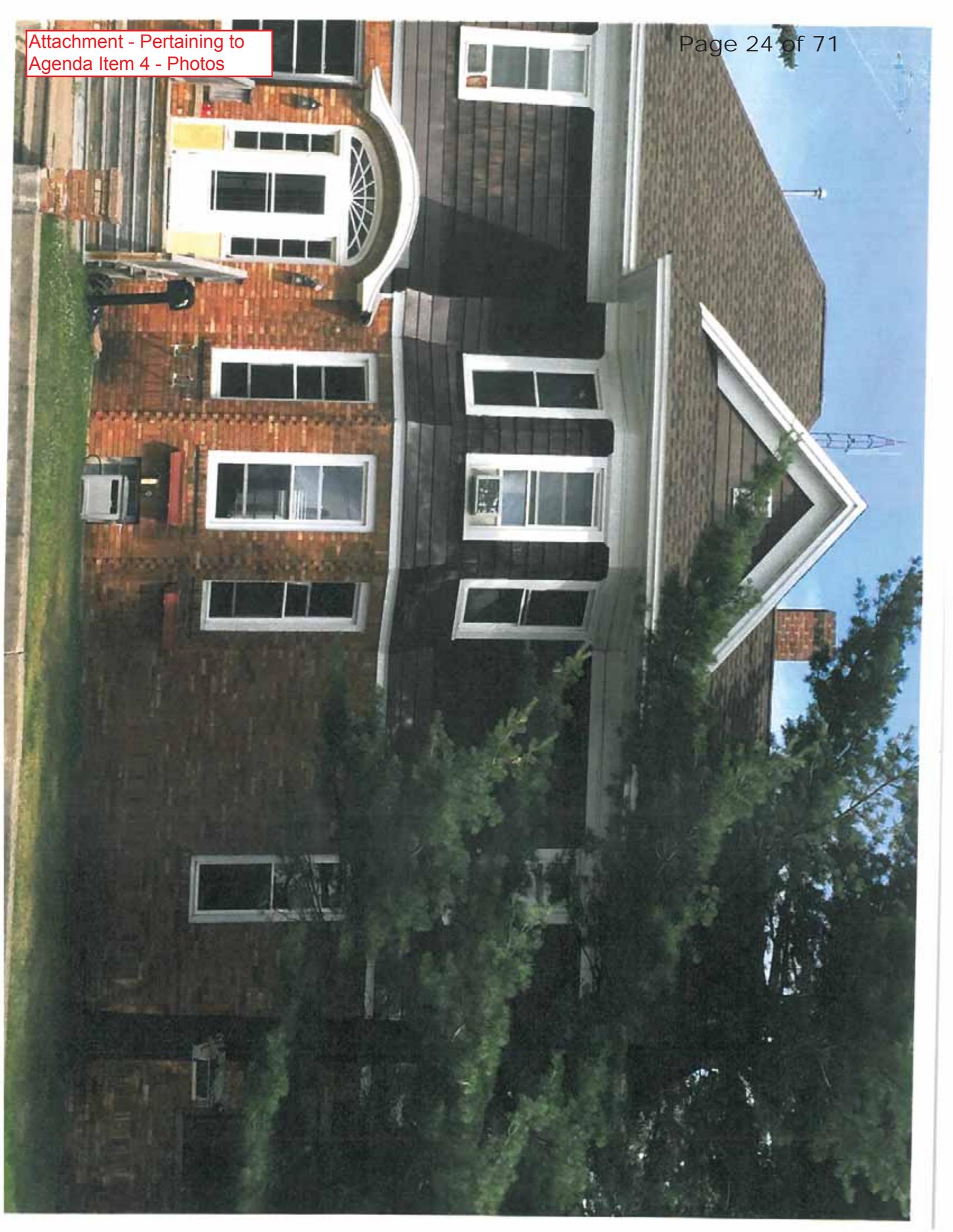
McDonald Title and Law



Separation of brick veneer from window at exterior wall.



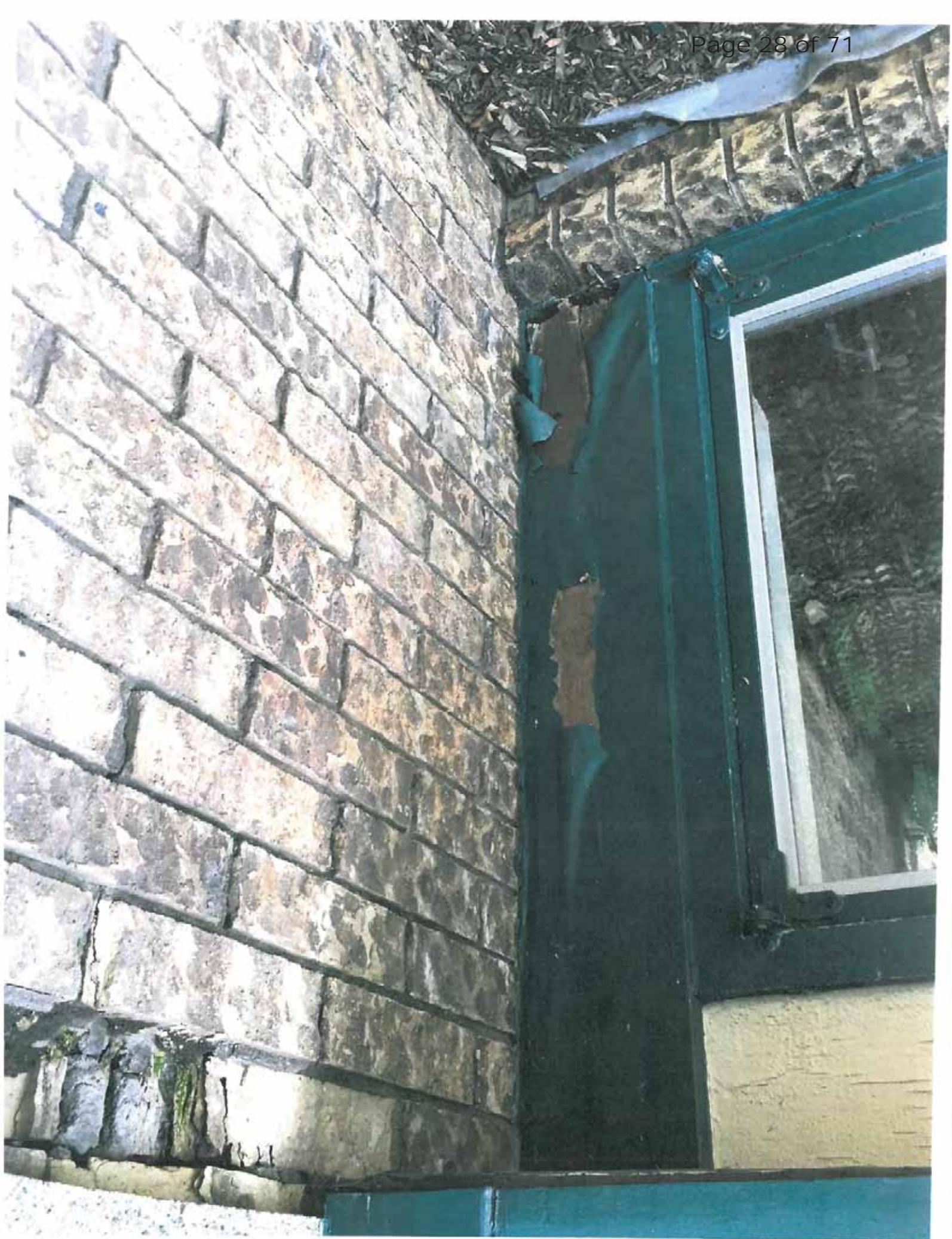
Wood exterior wall with corroded metal tie not engaged with brick veneer.



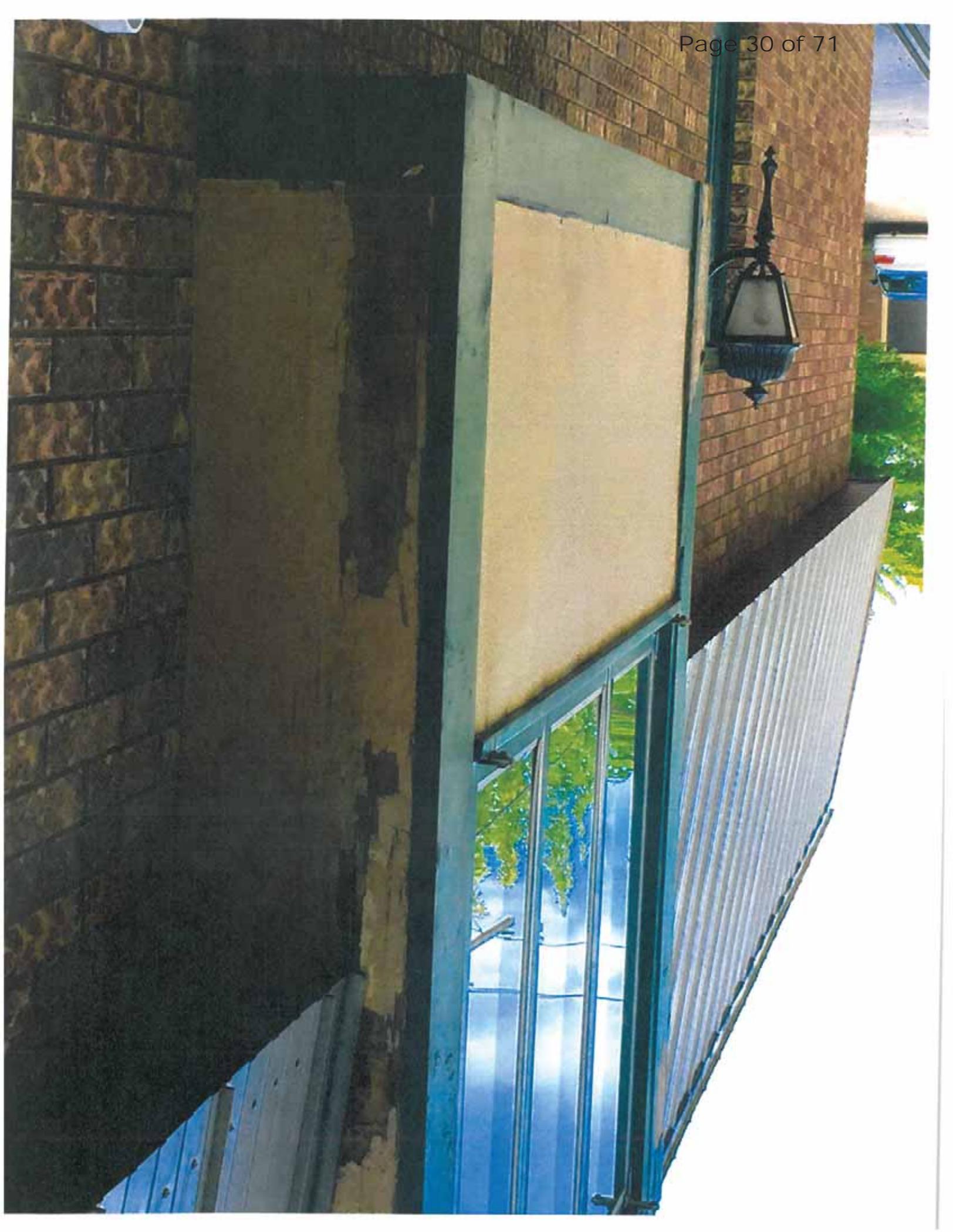




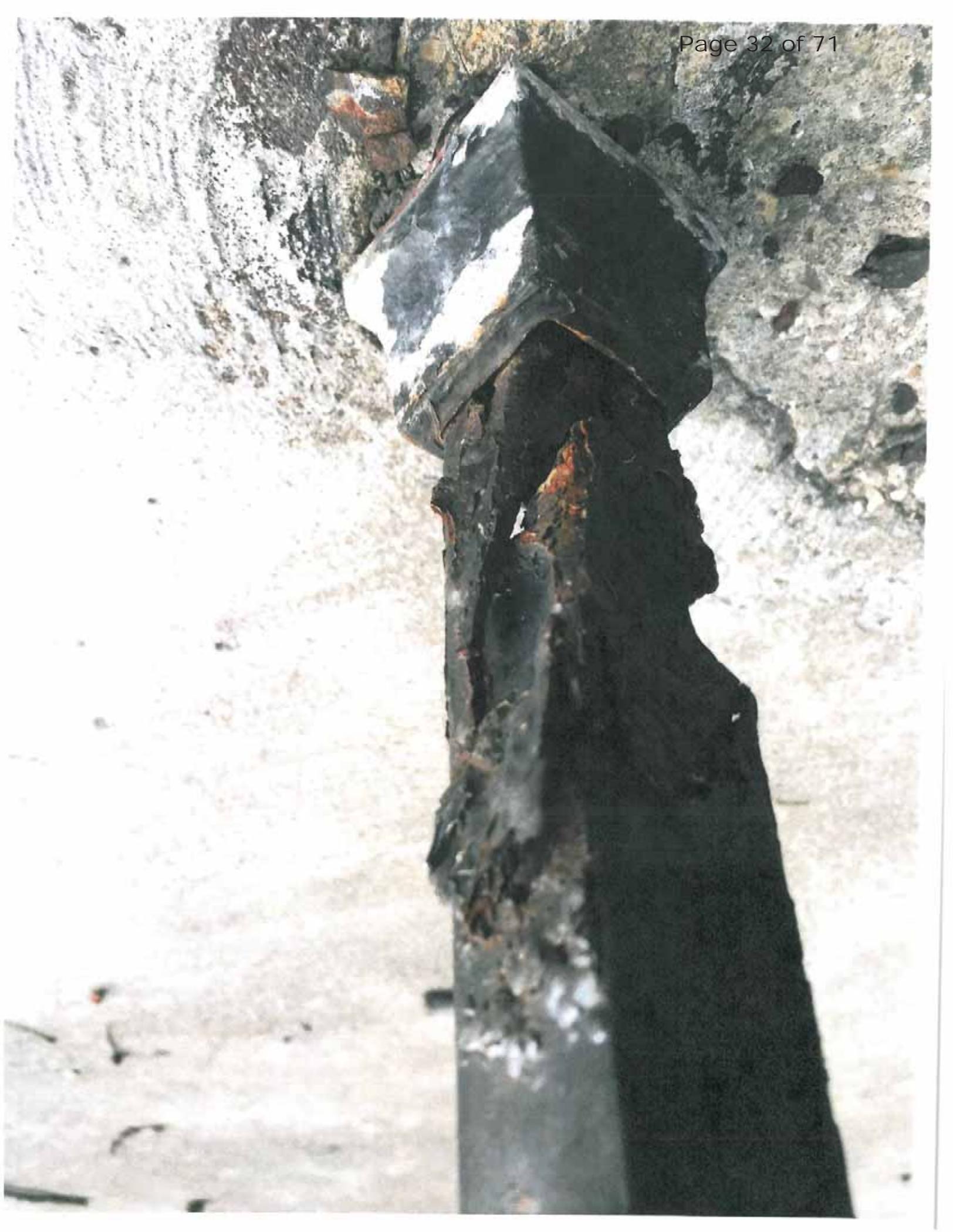








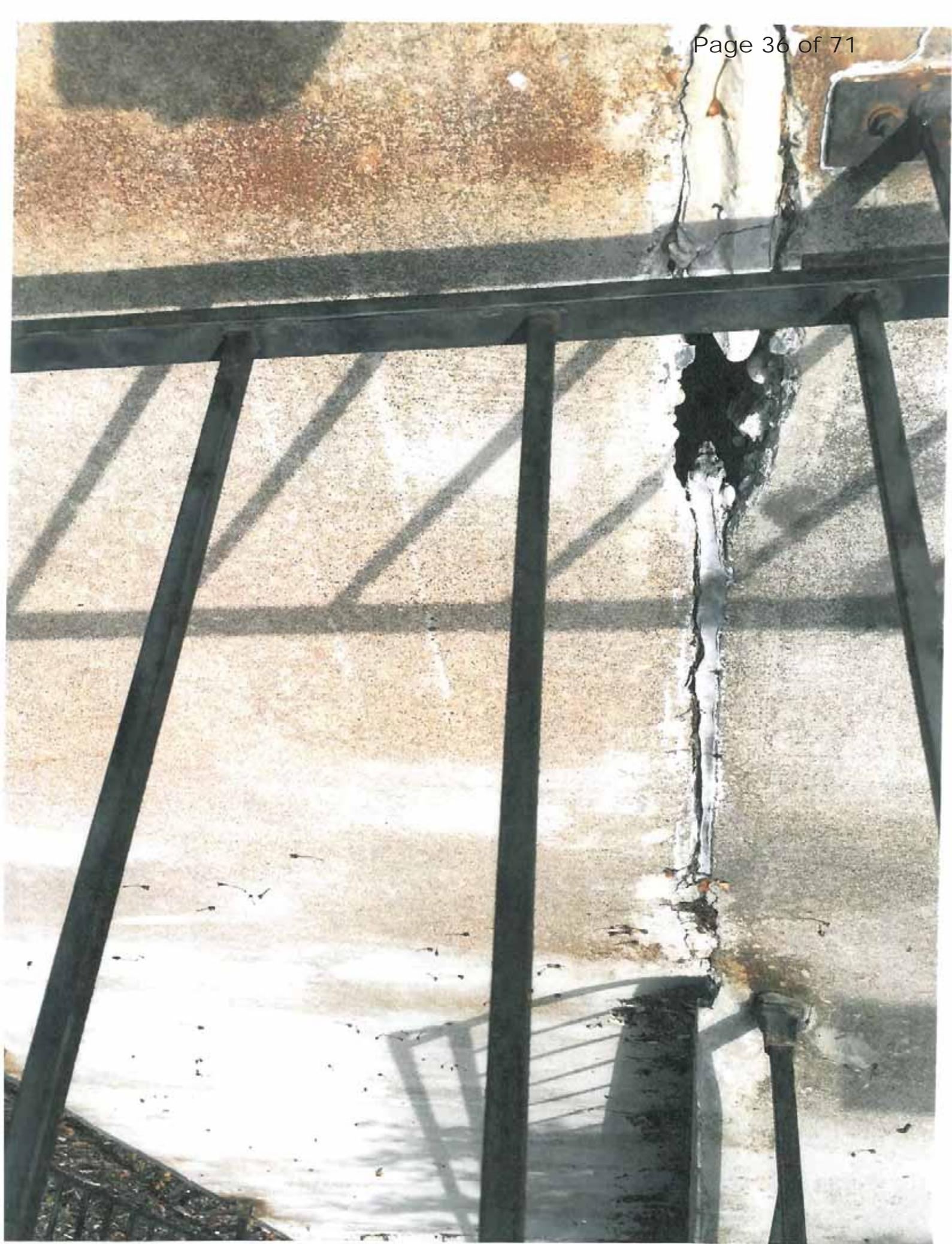


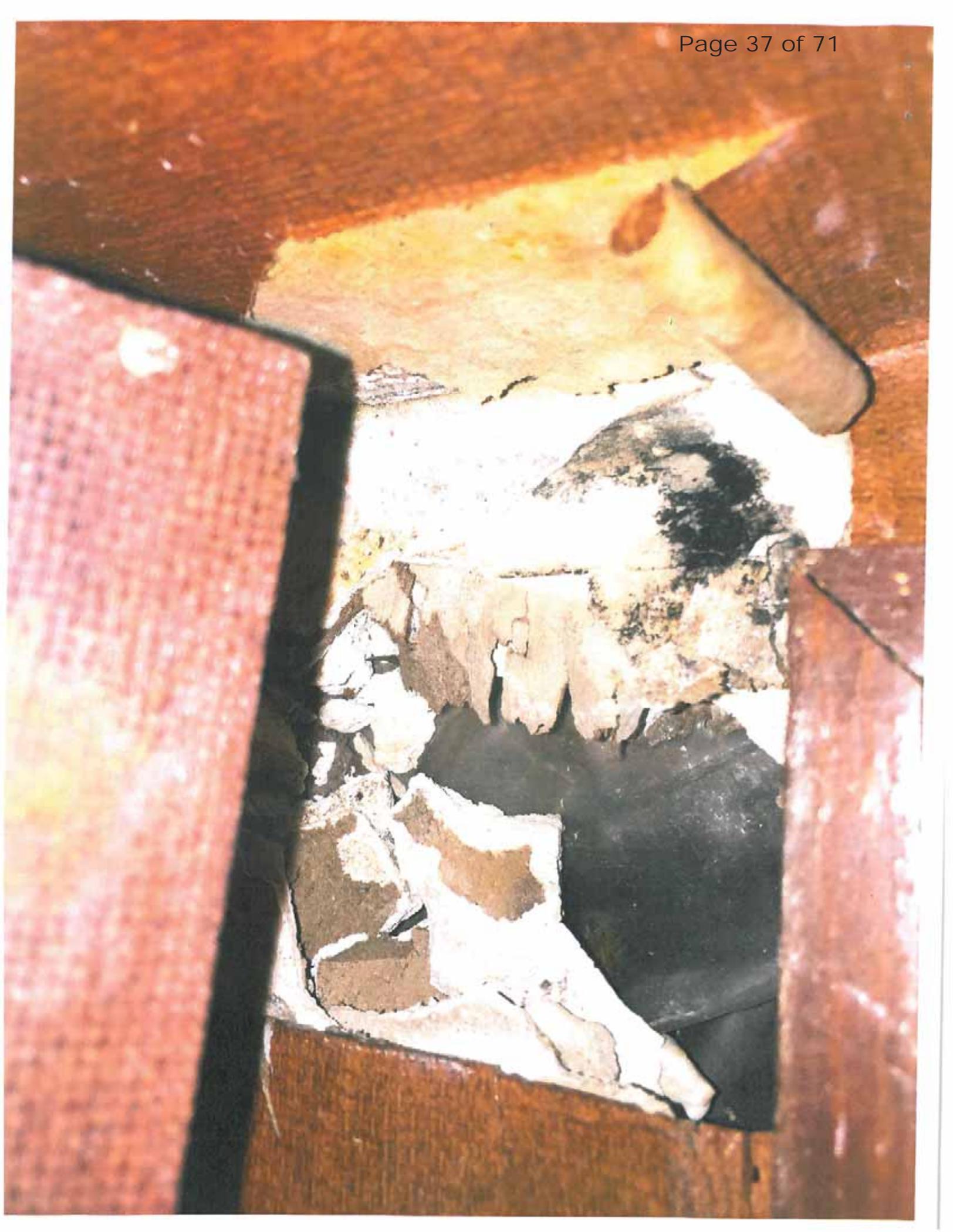


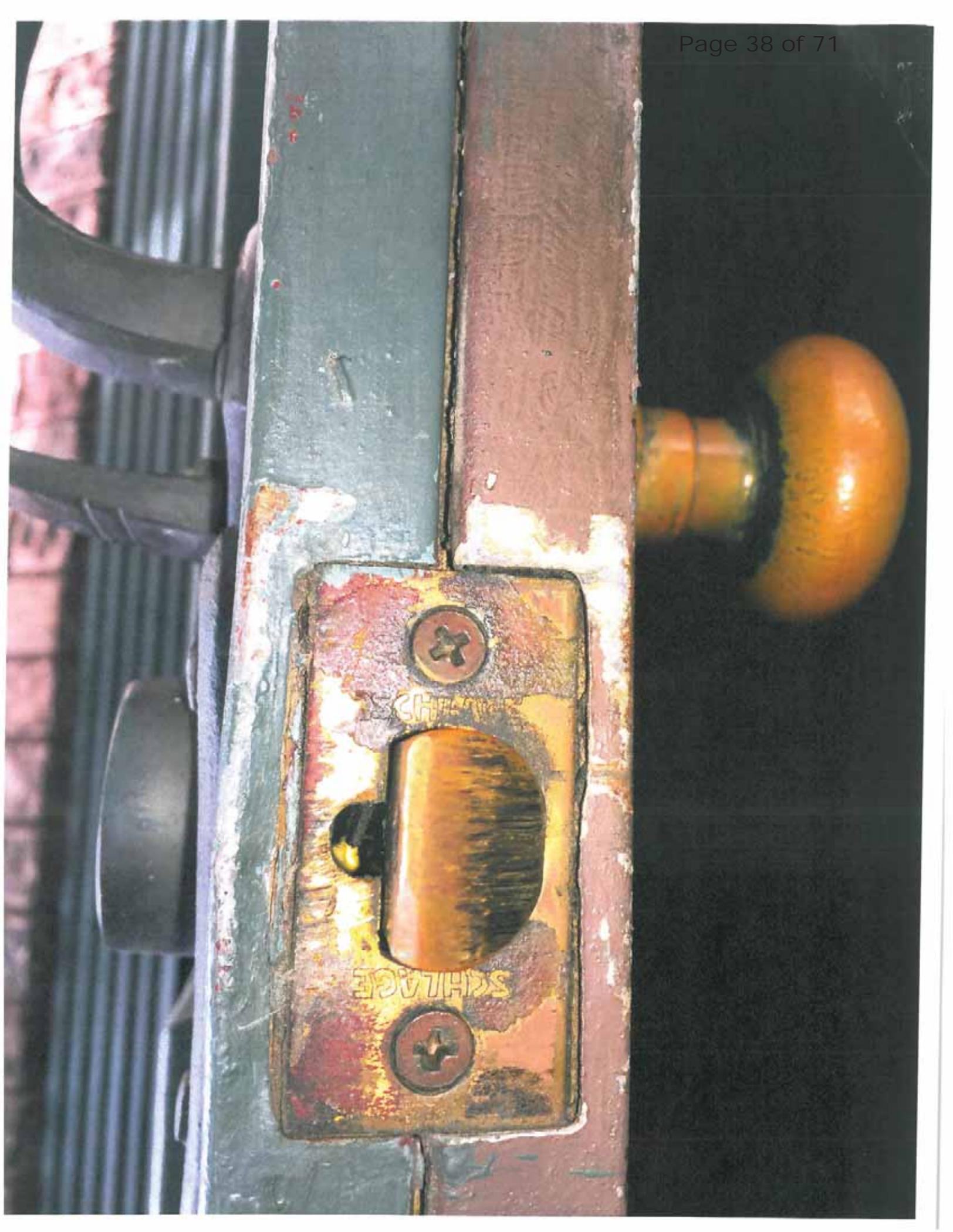
















# Administrative Staff Report

**Parking Area  
Design Review Request  
1408-10 College Avenue  
July 27, 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>Eric Yonke, Representing the Property Owners</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>2408-32-1004-06</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>"R-5" Multi-Family II 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: 50 feet</li> <li>Effective Depth: 132 feet</li> <li>Square Footage: 6,600</li> <li>Acreage: 0.152</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year Built: addition 1881 (134 years)</li> <li>Number of Stories: 2</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Residential</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 Eric Yonke, representing the property owner, for design review to construct a parking area at 1408-10 College Avenue (Parcel ID 2408-32-1004-06).</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"> <li>Property Data</li> <li>Application</li> <li>Site Plan</li> </ul> <p><b>City Official Design Review / Historic District</b></p> <ul style="list-style-type: none"> <li>Downtown Design Review District</li> </ul> <p><b>Staff Recommendation</b></p> <p>If the structure is not pursued to be rebuilt, staff would recommend approval of the parking area with the following conditions:</p> <ol style="list-style-type: none"> <li>Wheel stops shall be installed in parking stalls to prevent encroachment onto the patio.</li> <li>The parking area shall be concrete to match the existing driveway.</li> <li>All pertinent ordinance requirements shall be met.</li> <li>The applicant shall submit an updated parking plan to be reviewed and approval by the Community Development Department.</li> </ol>
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## Vicinity Map



## Scope of Work

Eric Yonke, representing the property owner, has requested to construct a parking area in the rear yard of the home. Note a request for this property was before the Commission in November, 2015 to demolish a garage. Unfortunately the garage was demolished and the design review request occurred after the fact. The Commission moved to postpone action on the request to allow for the applicant to gather additional information regarding the reconstruction of the garage or the construction of a parking area.

Attached you will find the plans to construct a parking area which includes 3 vehicle stalls, walkway, brick patio, and greenspace. No plans have been submitted to construct a garage. Note however, the former garage area is preserved on the plans.



For reference, the original staff report and excerpt from the November, 2015 meeting minutes pertaining to the garage demolition request have been attached.

Lastly, the property is not expanding parking as they are licensed for three stalls on their occupancy license, therefore, a conditional use permit ammendment is not required.

The standards of review below pertain only to the construction of the parking area.

#### 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

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### Parking, Driveways and Sidewalks (Stevens Point Design Guidelines Sec. 4.3)

1. Parking lots, driveways, and sidewalks shall comply with any ordinance requirements for size and landscaping elements as well as site grading.

**Analysis:** Parking stall widths, complete landscaping, construction materials, and other requirements have not been identified on the plan.

**Findings:** Staff would recommend that all pertinent ordinance requirements be met. An updated parking plan shall be submitted for review and approval by Community Development Department.

3. Parking in residential areas should be to the rear of the structure whenever possible. Parking in front yards is not recommended.

**Analysis:** Parking is proposed in the rear yard, close to the home and off of the existing driveway.

**Findings:** The house will screen the parking from the street.

5. Parking should be screened from the right-of-way whenever possible. Vegetative buffer strips, fencing, low masonry walls, etc., should be utilized to minimize the visual impact of parking and vehicles.

**Analysis:** Parking exists in the rear yard, directly behind the home.

**Findings:** While parking is screened from the existing home, shrubs and a patio are also proposed along the parking area which improve aesthetics. The existing walkway is proposed to connect to the patio area. Staff would recommend that the parking stalls have wheel stops to prevent encroachment onto the patio.

7. Residential parking areas should be surfaced with appropriate materials such as brick, concrete, and asphalt.

**Analysis:** The parking area is proposed east of the existing concrete driveway.

**Findings:** Staff would recommend the parking area be concrete to match the existing driveway.

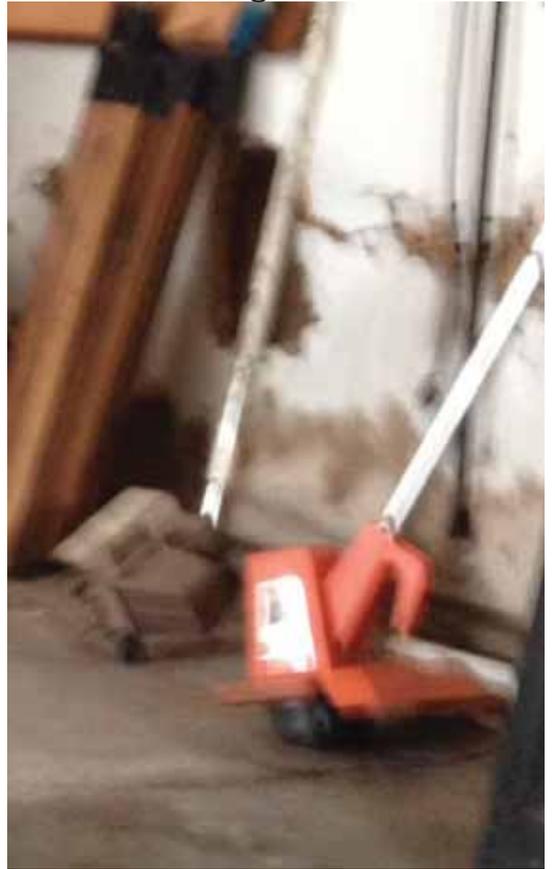
After review, the parking area meets many of the standards above. Furthermore, proposed landscaping and the patio offer improved aesthetics for the area. Lastly, greenspace is maintained onsite where former detached garages were located.

The option the applicant pursued does not include the reconstruction of a demolished detached garage, however maintains the area where former garages existed, while also offering a patio area. Should the Commission approve the request, staff would recommend the conditions of approval on page one of the staff report.

## Photos

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# 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 checked="" type="checkbox"/> )	
Applicant Name	Eric Yonke	Contact Name	
Address	1418 College Avenue	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715.630.8839	Telephone	
Fax		Fax	
Email	eric.yonke@gmail.com	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	Irene Bauer	Owner's Name	Sharon Weisend, POA for Irene Bauer
Address	1408 College Avenue	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Lund, Sweden
Telephone	850.559.7935	Telephone	850.559.7935
Fax		Fax	
Email	bauerdaughter@gmail.com	Email	bauerdaughter@gmail.com

### PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
240832100406		
Legal Description of Subject Property		
Lot 7 Blk6 SB&P Add Bng Prt NW NE S32 T24 R8 200/561		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
0.152 acreage/6,600 sq. ft.		

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
"R-5" Multi-Family II District		Downtown Design Review District	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
	Rooming House	Rooming House	
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)			
This proposal seeks to replace damaged sections of current driveway and to add a concrete parking area for three cars, along with a small patio area, on the immediate northside of the building. This is being requested in order to improve the appearance and functionality of the current parking space for tenants while allowing for the future development of the lot according to historic design goals.			
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 work will require the removal of currently damaged concrete and its replacement with new concrete. The goal is also to provide adequate parking for current tenants without adversely affecting green space or the future addition of a historically appropriate garage structure. Further, the parking area is intentionally situated north of the main building to improve the street view.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
The proposed work should harmonize well with any adjacent neighboring improvements by limiting and defining the parking space, allowing as much green space as possible, and increasing the backyard functionality to match the neighboring properties.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
The proposed work represents an intermediate development, based on the Historic Preservation/Design Review Commission's decision of 4 November 2015. The proposed work allows for any future plans to build a garage meeting the historic design goals for the property and the district.			
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.			
The design plan has been reviewed by the Director and Associate Planner for the Department of Community Development. With their advice, the proposed design was created to address the contextual issues listed above.			

**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 checked="" type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

**CERTIFICATION AND SIGNATURE**

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>Eric Jonke</i>	<i>14 July 2016</i>	<i>* Email approval from Sharon Waisard to follow. -erj</i>	

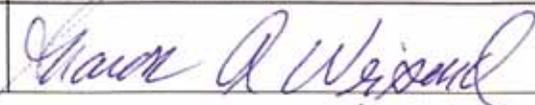
<b>Current Zoning District(s)</b>		<b>Current Historic District(s) - Local, State, National</b>	
<b>Designated Future Land Use Category</b>	<b>Current Use of Property</b>	<b>Proposed Use of Property</b>	
<p><b>Briefly describe the proposed building, structure construction, reconstruction or exterior 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)</b></p>			
<p><b>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.</b></p>			
<p><b>Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.</b></p>			
<p><b>Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.</b></p>			
<p><b>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.</b></p>			

**EXHIBITS**

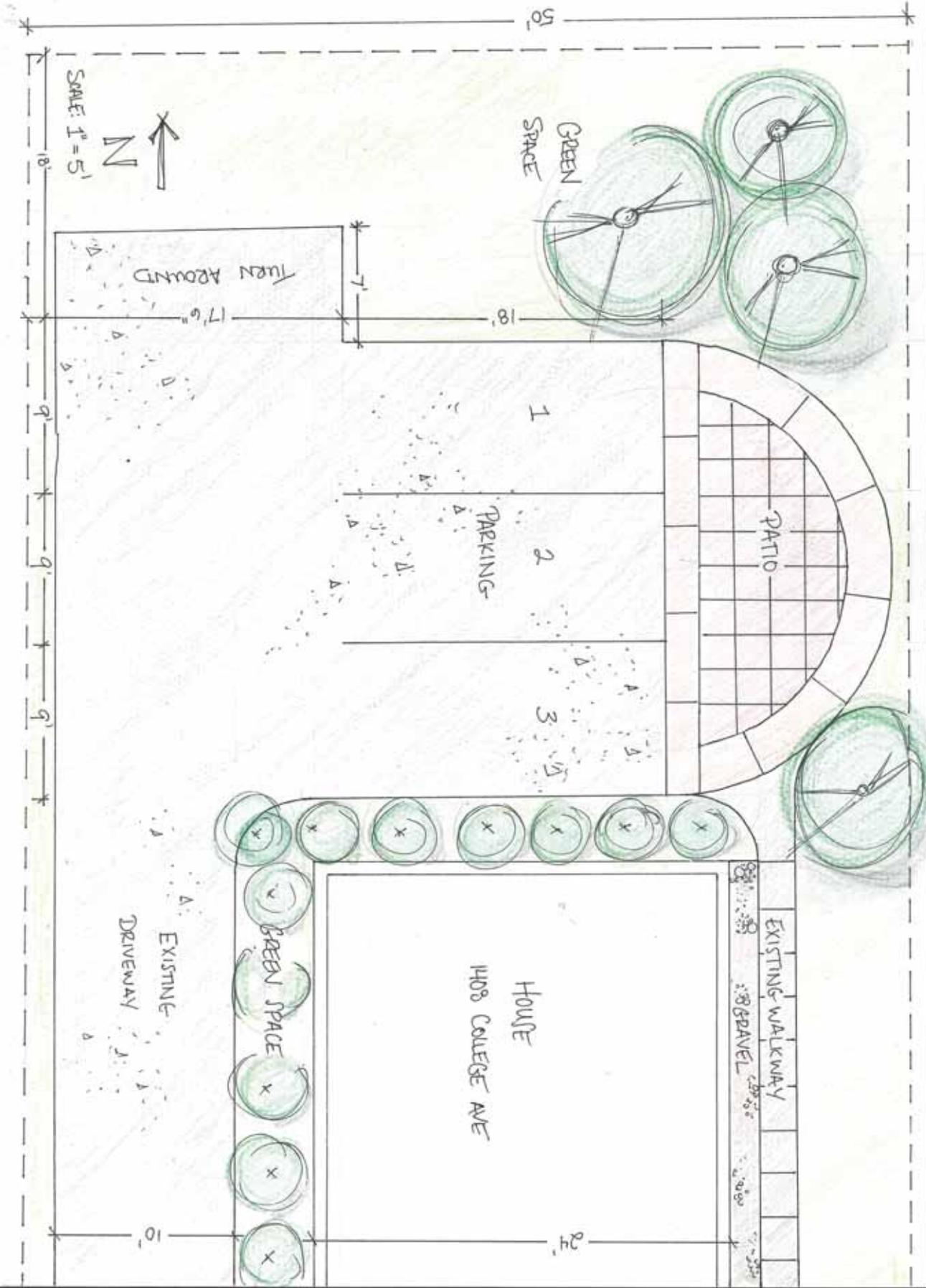
<b>Letter to District Alderperson (<a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a>)</b>	<input type="checkbox"/>	<b>Additional Exhibits If Any (List):</b>
<b>Photographs of Building or Structure</b>	<input type="checkbox"/>	
<b>Renderings or Elevations</b>	<input type="checkbox"/>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

<b>Signature of Applicant</b>	<b>Date</b>	<b>Signature of Property Owner(s)</b>	<b>Date</b>
		 Shawn A. Weisand	

POA for IRENE H BAUER



# Administrative Staff Report



**Demolish Garage  
Design Review Request  
1408-10 College Avenue  
November 4, 2015**

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>Eric Yonke, Representing the Property Owners</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>2408-32-1004-06</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>"R-5" Multi-Family II 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: 50 feet</li> <li>Effective Depth: 132 feet</li> <li>Square Footage: 6,600</li> <li>Acreage: 0.152</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year Built: addition 1881 (134 years)</li> <li>Number of Stories: 2</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Residential</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 Eric Yonke, representing the property owner, for design review to demolish a garage and create a parking area at <b>1408-10 College Avenue (Parcel ID 2408-32-1004-06)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"> <li>Property Data</li> <li>Application</li> <li>Site Plan</li> </ul> <p><b>City Official Design Review / Historic District</b></p> <ul style="list-style-type: none"> <li>Downtown Design Review District</li> </ul> <p><b>Staff Recommendation</b></p> <p>Staff has determined that the garage had historic significance and should have been retained and preserved. Staff would recommend that a new detached garage matching the previous structure in size and design shall be pursued.</p> <p>If the structure is not pursued to be rebuilt, staff would recommend that the rear yard area shall be greenspace and not an area for additional parking. Staff would allow two spaces to make up for the loss of the garage, if the spaces meet the parking requirements within the zoning code. The spaces must be of asphalt, concrete, or similar material with a minimum of a 10 foot setback with proper screening.</p>
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## Vicinity Map



## Scope of Work

Eric Yonke, representing the property owner, has requested to demolish a detached garage at 1408-10 College Avenue, which is a multi-family property with multiple tenants. The applicant has indicated that the garage is significantly degraded and has sunk approximately 12 inches below grade which resulted in the structure leaning on a neighbor's garage. The back yard and former garage area are slated for an asphalt or concrete parking area for residents.

Specific details regarding the garage are below.

### Existing Garage Details:

- Size: Approx. 480 square feet (1.5 stall)



- Year Built: 1936
- Finishing Materials: Wooden Construction, Vinyl Siding and Asphalt Shingle Roof

Note: The proposed garage has already been removed.

#### 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

---

### Outbuildings and Accessory Structures (Stevens Point Design Guidelines Sec. 3.12)

1. Retain and preserve original outbuildings which have gained historic significance on their own.

**Analysis:** Sec. 7.2 Definition – **Character Defining:** The elements, details, and craftsmanship of a historic structure that give it its historic significance and are exemplary of the architectural style and period of the structure. The garage was constructed in 1936 and had defining characteristics such as a side door, and side windows, along with an elongated pitched roof.



**Findings:** The construction date of the garage and location on the site suggests its construction would have been to primarily house a motor vehicle. Additionally, the side door and windows suggest it may have been constructed to somewhat mirror the home. These character defined elements prove it may have served a

purpose greater than that of a small shed type outbuilding. Based on these findings, staff would confirm the garage's historic significance.

**Demolition (Stevens Point Design Guidelines Sec. 6.1)**

1. Whether the building or structure is in such deteriorated condition that is not structurally or economically feasible to preserve or restore it, provide that any hardship or difficulty claimed by the owner which is the result of any failure to maintain the property in good repair cannot qualify as a basis for the issuance of an approval to demolish

**Analysis:** Specifics regarding the state of the garage were provided by the applicant who cites a degraded condition and a partially sunken foundation at 12 inches below grade.

**Findings:** The degradation cannot be confirmed as the building has already been demolished. Photographs submitted show interior to be finished, however discolored and worn. Note that the assessor's office has listed the garage condition as fair in 2008.



After review, staff has determined that the garage had historic significance and should have been retained and preserved. Therefore, staff would suggest the applicant pursue the construction of a new detached garage matching the previous structure in size, and design which would require approval by the Commission. In regards to the proposed parking area, staff does not feel the installation of a significant amount of impervious surface for additional stalls is in line with the Design Guidelines, as "*Large expanses of parking are not recommended.*" The submitted proposal essentially takes up the entire rear yard.

**Photos**

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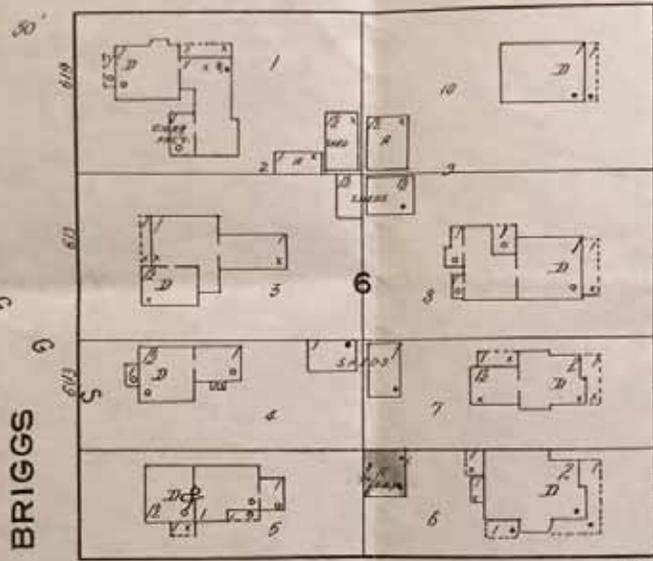


JUNE 1922  
STEVENS POINT  
WIS.

12

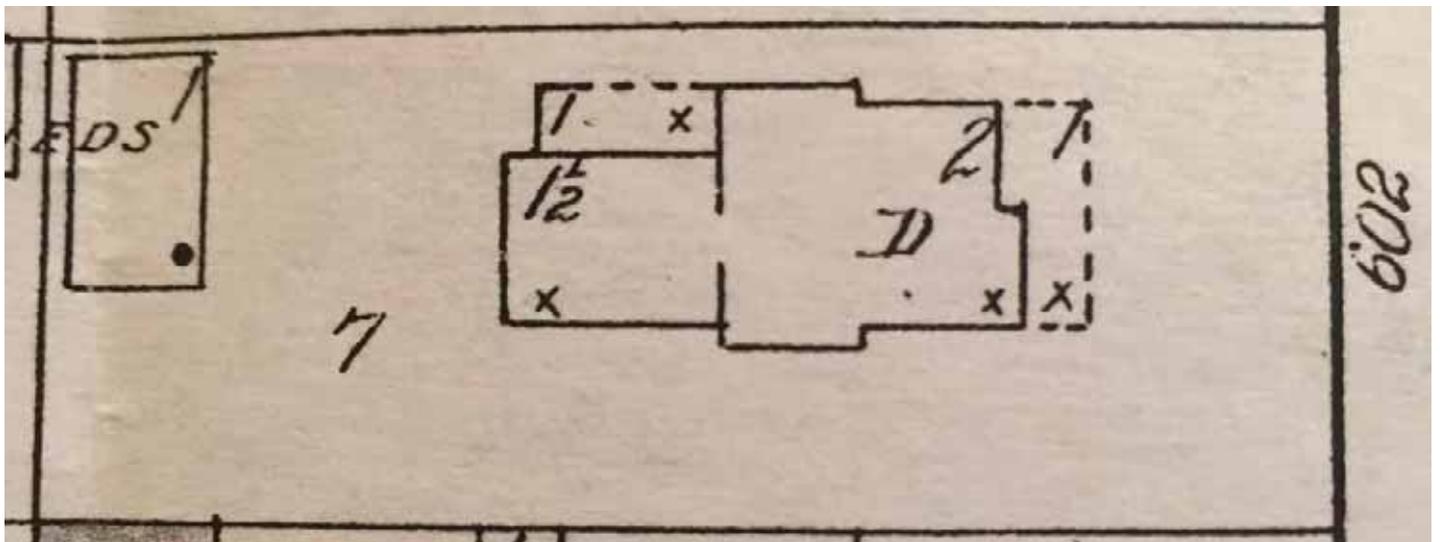
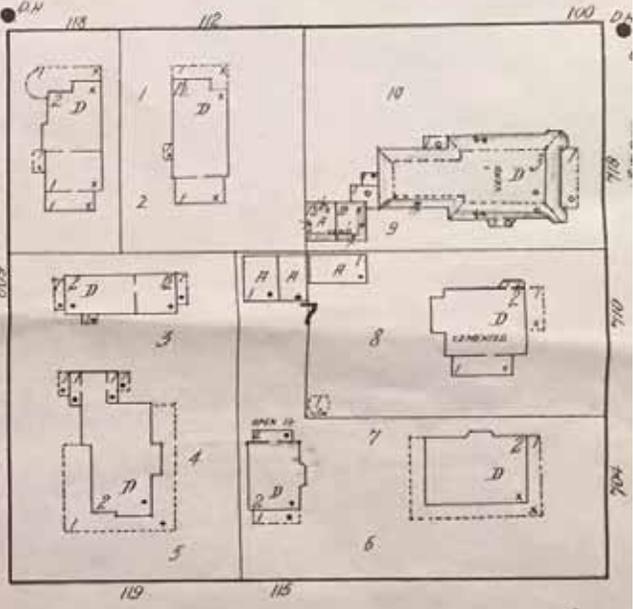
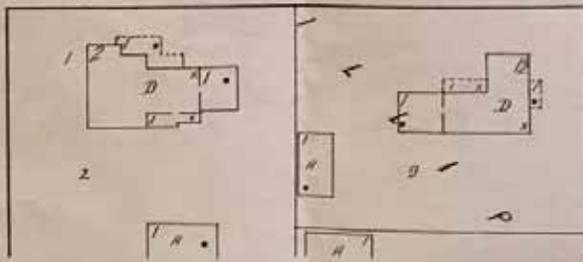


PRENTICE



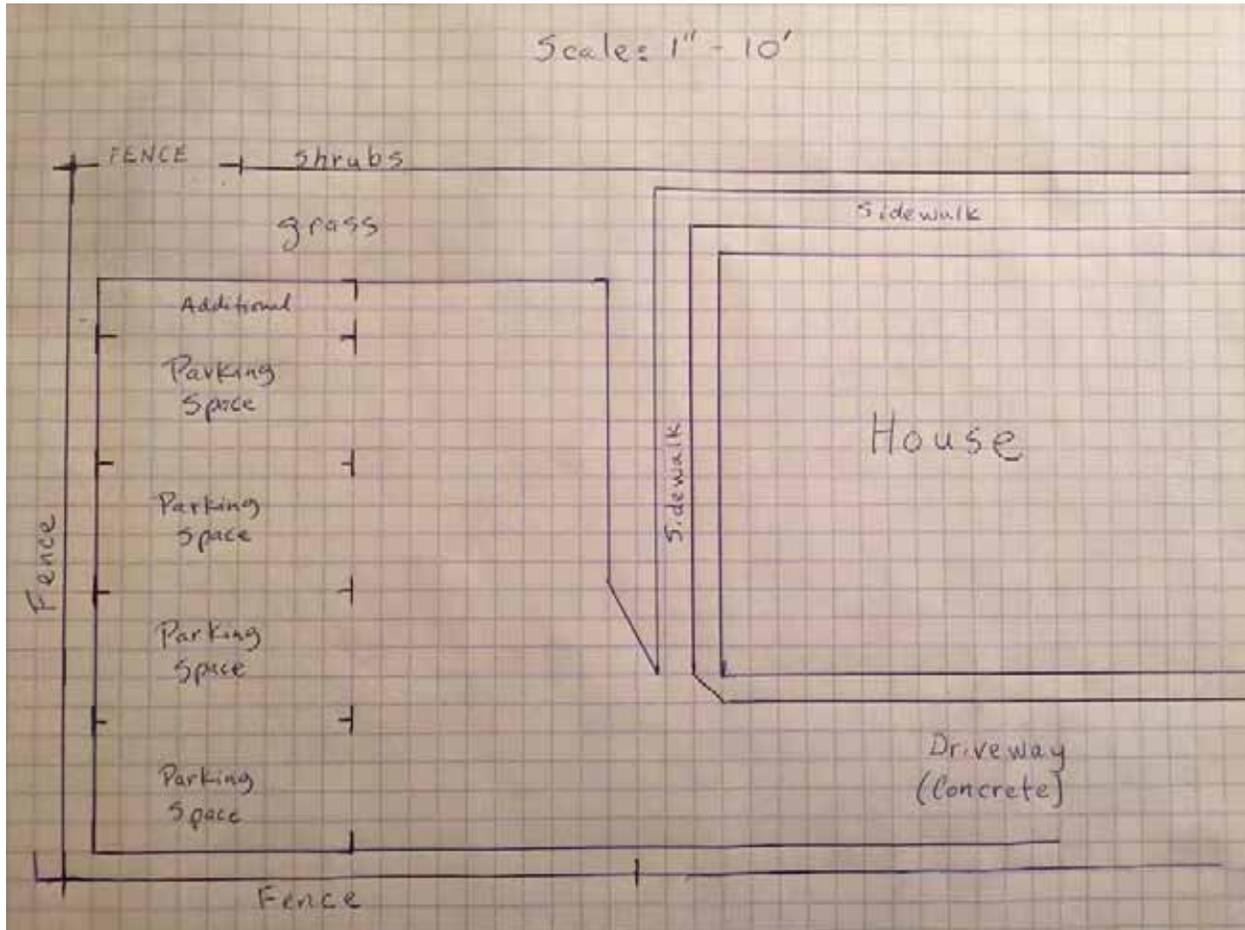
BRIGGS

SMITH



ROUGH DRAFT OF PARKING PLAN

SURFACE TO BE EITHER ASPHALT OR CONCRETE



REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, November 4, 2015 –4:30 p.m.

Portage County Annex Building

Conference Room 1 & 2 (First Floor)

1462 Strongs Avenue, Stevens Point, WI 54481

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

ALSO PRESENT: Director Ostrowski, Associate Planner Kyle Kearns, City Attorney Beveridge, Alderperson Kneebone, Alderperson McComb, Kent Hall, Sue Hall, Travis Haines, Cathy Dugan, Richard Ruppel, Jutta Brendel, Erick Yonke, Aaron Jones, Dylan Belisle, Logan Dredske, Same Cora, Cory Lasure, Justin Jones, Eric Storeres, Andrew Heck, Dylan Genrick, Jacob Livingston, Aaron Delandrea, Tim Zimmerman, Cory Rehfeldt, Darlene Todd, and Tori Jennings.

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INDEX:

Discussion and possible action on the following:

1. Approval of the reports of the September 2, 2015, Special September 16, 2015, and October 7, 2015 HP/DRC Meetings.
2. Request from Eric and Alicia Skrenes for design review to install an entry door at **1408 Clark Street (Parcel ID 2408-32-1006-16)**.
3. **Request from Eric Yonke, representing the property owner, for design review to demolish a garage and create a parking area at 1408-10 College Avenue (Parcel ID 2408-32-1004-06).**
4. Request from Candlewood Property Management LLC for design review to replace porches at **1517 Main Street (Parcel ID 2408-32-1006-02)**.
5. Request from Sentry Insurance to expand a parking lot at **1421 Strongs Avenue (Parcel ID 2408-32-2024-06)**.
6. Request from Peter Spencer for design review to install external sign lighting at **924 Clark Street (Parcel ID 2408-32-2018-16)**.
7. Adjourn.

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1. Approval of the reports of the September 2, 2015, Special September 16, 2015, and October 7, 2015 HP/DRC Meetings.

**Motion by Alderperson Ryan to approve the reports of the September 2, 2015, Special September 16, 2015, and October 7, 2015 HP/DRC Meetings; seconded by Commissioner Siebert.**

**Motion carried 5-0.**

2. Request from Eric and Alicia Skrenes for design review to install an entry door at **1408 Clark Street (Parcel ID 2408-32-1006-16)**.

Economic Development Specialist Kyle Kearns explained the applicants have requested to install a new side door at their property of 1408 Clark Street. The existing door appears to be original, of wood construction, which is inefficient and there are other concerns with the wood separating. The proposed door is a fiberglass door with a composite shell that is designed to mimic wood, with a single pane window. In regards to design review, the proposed door should closely match the original materials and size. This door does appear wooden, but is not wooden; therefore staff would require that a more appropriate door be proposed.

Eric Skrenes, 1408 Clark Street, explained they had looked for wooden doors, but could not find one that matched the panel door. They have investigated some solid wood doors and they were cost prohibitive. In looking around at neighboring homes, most have fiberglass doors now. They then narrowed the search for something that looked like a wood door, but would be much more efficient.

Commissioner Woehr asked where the door leads to. Mr. Skrenes stated this is a door leading to the basement stairs. He then asked if the owner had looked into wood insulated doors, to which Mr. Skrenes stated yes and they were in the similar price range as a solid wood door.

Chairperson Beveridge stated that there is a company in town that does woodworking and is able to reconstruct a replica of the door.

Commissioner DeBauche asked if this door was on the driveway side of the structure, which would be a factor of durability for any door replacement, to which Mr. Skrenes stated yes.

Commissioner Woehr confirmed with the applicant if the door swing was going to be changed from an out-swing to swinging in and if there would be a storm door provided. Mr. Skrenes answered yes the swing would be changed, but a storm door would not be installed at this time.

Cathy Dugan, 615 Sommers Street, spoke about letting the public know that G & S Woodworking on the corner of Stanley and Maria is able to design doors and can create what a home owner wants.

Aldersperson Ryan asked if the property owner would be interested in checking to see if the door can be rehabilitated and sealed, and if the cost was comparable to the fiberglass door. Mr. Skrenes stated yes he would be able to check into that.

**Motion by Commissioner Siebert to deny the request from Eric and Alicia Skrenes for design review to install an entry door at 1408 Clark Street (Parcel ID 2408-32-1006-16) with a recommendation for the property owner to pursue door rehabilitation or a wood door replacement in which the chairperson and designated agent shall have the authority to review and approve; seconded by Commissioner Scripps.**

Motion carried 5-0.

3. Request from Eric Yonke, representing the property owner, for design review to demolish a garage and create a parking area at 1408-10 College Avenue (Parcel ID 2408-32-1004-06).

Economic Development Specialist Kyle Kearns explained that the two stall garage at 1408 College Avenue was razed. The request for a permit and Historic Preservation / Design Review was obtained after the demolition. The applicant is also requesting to install a parking pad where the garage used to be to create an area for four parking stalls. Mr. Kearns identified the out building as having construction elements of the 1930's, and in 2008 the Assessor's office had the condition listed as fair. He continued explaining that the application cited the foundation and garage were sinking and that was the reason for razing the structure. Staff recommends denying the request and that the applicant either reconstructs a garage similar in size and materials, or maintain the area green space with no parking area installed. He noted that if there was a parking change for a multi – tenant building, a conditional use permit would be required, having to be reviewed the Plan Commission and Common Council.

Commissioner Woehr asked if any historic photos were located showing the out building, to which Mr. Kearns stated he was unable to locate any such photos. He then asked if a citation had been issued to the property owner, to which Director Ostrowski stated double permit fees had been charged for the razing permit.

Eric Yonke, 1418 College Avenue, stated he is representing the owners. He explained that he was working with an excavating company and the equipment just showed up, so they started work. The building inspectors had been by and stated that a razing permit was needed, to which he came in and obtained one from the Community Development Department at which time he learned of the Historic Preservation and Design Review Commission's regulations when razing a structure. Furthermore, regarding parking, he has been in conversation with a couple of asphalt companies, and stated they will not be able to do the asphalt due to the size and shape of the yard and driveway. He has also been speaking with Alchemy Concrete for some ideas for design. Mr. Yonke is asking for a slight change to the staff recommendations to allow for three parking stalls instead of two because the structure is a three unit building. Parking in the driveway is difficult in that it is very narrow and the cars would have to be moved for other tenants to get in and out as well as not being aesthetically pleasing to the neighborhood. He stated he would be willing to look into the costs of building a garage, and asked the commission to look at building a garage that could hold three vehicles with the understanding of the Plan Commission requirements for setbacks and size. He will try to do what he can to try to make this right. He continued stating this garage and the neighbors building were touching, and leaning against each other.

Aldersperson Ryan clarified that the applicant felt the concrete sunk because of the neighboring property and water drainage, to which Mr. Yonke stated he feels it was because the concrete was poured into the garage later than when the garage was originally built.

Commissioner Beveridge asked if there were footings, to which Mr. Yonke stated he only observed some rocks but no plate or footings. He then asked how long the garage had been deteriorating, to which Mr. Yonke stated a lot in the last 2-3 years.

Commissioner Baldischwiler asked when the overhead door was added, to which Mr. Yonke stated it is the second one that the owners had installed, approximately 10 years ago, and continued stating that the vinyl siding was done in the late 80's.

Commissioner Scripps asked what the surface was right now, to which Mr. Yonke confirmed it was gravel.

Aldersperson Ryan identified the scope of work in the packet, stating your original request is to pave the entire back yard, therefore, how much effort was put into repairing and saving the structure. Mr. Yonke responded that a city inspector visited the site in the fall of 2014 and suggested to try to raise the building corner by corner, or also raze it because it is leaning against the other building. We were aware that if the garage was removed, the chances of constructing another one in that space were not very likely.

Commissioner Woehr asked if this property was in the Traditional Neighborhood District and available for the reduced setbacks, to which Director Ostrowski stated yes a reduced setback of one foot can be obtained.

Chairperson Beveridge asked if Mr. Yonke knew that this property is in the Historic Preservation District, to which he stated no.

Aldersperson Ryan explained that he is concerned that if this is allowed, it will set a precedent. He understands that the main goal of a historic district is to maintain the integrity of the neighborhood. He continued stating not having a garage in a historic district is going to lower the property value, potentially paving the back yard, is not an appealing solution for someone that might want to purchase a single family home that is connecting or adjacent to this property. Lastly, he stated if we allow this to go through without the request of the garage being re-built to the same specifications, we are opening ourselves up for others that are not going to actively follow the guidelines.

Mr. Yonke stated regarding the historic context of the neighborhood, the structure is not relevant since there are so many college rentals in this block already. The context of historic is difficult to follow unless there is a plan as to how we treat college rentals. He felt the request would upgrade the neighborhood. If possible, he wants to have the opportunity to come before the commission with the opportunity with both a garage and a parking design.

Aldersperson Ryan stated he is looking at the long term and at some point that property is going to turn over to new ownership. A house is going to be more attractive if it has covered parking, than if it doesn't. It was single family at one point and depending on how things go that area could become single family again.

**Motion by Alderperson Ryan to postpone the request from Eric Yonke, representing the property owner, for design review to demolish a garage and create a parking area at 1408-10 College Avenue (Parcel ID 2408-32-1004-06), allowing for the applicant to gather additional information regarding the reconstruction of the garage or the construction of parking area; seconded by Commissioner Siebert.**

Chairperson Beveridge stated that he and staff can work with the applicant on the designs.

Commissioner Woehr asked if the Traditional Overlay District controlled parking lots, to which Director Ostrowski stated it would require a ten foot setback and landscape screening.

**Motion carried 5-0.**

4. Request from Candlewood Property Management LLC for design review to replace porches at 1517 Main Street (Parcel ID 2408-32-1006-02).

Economic Development Specialist Kyle Kearns explained the property at 1517 Main Street has two porches one on the east side and one on the west side of the home. The applicant is asking to alter the porches to use a wood composite material. The work was performed on the west porch. According to the design guidelines, all porches and entryways should be maintained where possible. If there are degraded areas, or areas in need of repair, they should solely be repaired only and not fully demolished. Therefore, staff recommends denying the request and to repair and maintain the east façade porch while the west façade porch be wrapped with brick and other elements similarly matching the existing brick and the existing porch on the east side.

Commissioner Woehr asked if the cracking was from the footing settling to which Mr. Kearns stated he is not aware of the cause. He explained that one of our building inspectors had done the rental inspection and observed several things in disrepair on the property including: one of the walls bowed out, window deterioration, porch deterioration, and some interior items. A building permit was not pulled for the west porch.

Chairperson Beveridge asked if a determination was made if the footing under the rail has risen, or has the deck settled. Mr. Kearns stated that was not in the inspector's report.

Travis Haines of Candlewood Properties explained the pillars along the porch are starting to pitch out. They have owned the property for over 18 years without relatively much change. Furthermore, he explained he did not realize the house itself was in a historical district. In determining how to correct the issues, they decided to go with wood, not realizing they had anything to comply with.

**Commissioner Baldischwiler left 5:18 pm.**

Mr. Haines continued stating once he was aware of the process, he spoke with mason Don Dulak to look at the property and give a bid for repairs. The way the porch is pitched, as soon as the contractor tried to support the roof, the pillars fell over. The brick on the steps was deteriorated to the point that they were able to pull most of them out, the base foundation is still there, as the composite decking is built over the top.

Commissioner Woehr asked if the east façade pillars also pitch out, to which Mr. Haines answered yes.

Chairperson Beveridge stated it appears that you are willing to follow staff recommendations, to which Mr. Haines stated yes.

**Motion by Commissioner Siebert to deny the request from Candlewood Property Management LLC for design review to replace porches at 1517 Main Street (Parcel ID 2408-32-1006-02) and recommend that the applicant:**

- **Maintain and repair the existing brick porch appropriately, meeting all historic preservation guidelines.**
- **Wrap the altered porch along the west façade with brick at the columns and railings/retaining walls, along with performing improvements to design elements similarly matching the original and existing brick porch.**
- **The designated agent and chairperson of the commission shall have the authority to approve the plan for restoring the altered porch.**

**seconded by Alderperson Ryan.**

Mr. Haines asked for clarification as to whether the applicant plans to straighten the other porch, or rebuild. Mr. Kearns answered by reading the staff recommendations from the staff report. Mr. Haines stated that he is getting a recommendation to do repairs, but how do they need to be performed. Director Ostrowski recommended working with the mason to determine to what extent can be repaired, where after, the chairperson and designated agent can review and approve the plan and repairs.

**Motion amended by Commissioner Siebert to deny the request from Candlewood Property Management LLC for design review to replace porches at 1517 Main Street (Parcel ID 2408-32-1006-02) and recommend that the applicant:**

- **Maintain and repair the existing brick porch appropriately, meeting all historic preservation guidelines.**
- **Wrap the altered porch along the west façade with brick at the columns and railings/retaining walls, along with performing improvements to design elements similarly matching the original and existing brick porch.**
- **Replacement steps shall be poured concrete with a brick inlay.**
- **The designated agent and chairperson of the commission shall have the authority to approve the plan for restoring the altered porch.**

- Work shall be completed prior to June 1, 2016.

seconded by Alderperson Ryan.

Motion carried 5-0.

5. Request from Sentry Insurance to expand a parking lot at **1421 Strongs Avenue (Parcel ID 2408-32-2024-06)**.

Director Ostrowski explained that Sentry is requesting to expand the parking lot at the downtown Strongs Avenue location. With employee counts increasing, they are looking at adding approximately 30 additional spaces to the north of the existing lot. Currently, the area is private green space which provides a number of mature trees as well as other shrubbery and a hedge row. The proposed plan is to remove a number of mature trees. Our guidelines indicate any trees over six inches should be retained unless it is determined that they are diseased, dying, or storm damaged. In speaking with the city forester, there are a couple of trees that could likely be removed, however the majority of the trees are in good shape and would need pruning in the spring. In addition, there is a private walkway in that area. In regards to constructing the parking lot, the City Forester indicated that he does have concerns regarding the large Elm trees in the city right-of-way, if the parking lot is constructed. The construction of the parking lot may have the potential to damage the root system of the Elm trees. Our guidelines require the area to be maintained and certain mature trees to be maintained as well. Therefore, since the guidelines are not met, staff would recommend denial of the parking area as submitted.

Commissioner Scripps asked if the recommendation is for the entirety of the green area, to which Director Ostrowski stated yes the shrubbery along the Clark Street side adds a street defining element, that we recommend retaining. The greenspace itself serves as a pocket park that adds to the block and connects the Sentry building to the residential home to the east.

Commissioner Woehr asked about the handout, to which Director Ostrowski explained it relates to City Forester's comments for the site.

Daniel Von Ebers, Rettler Corporation, explained there is a significant need for additional parking and expansion. There is the space available within the Sentry property to create this lot and it can be created within the ordinance guidelines.

Director Ostrowski read the City Forester's comments about the trees on the site.

Dennis Grubba, Sentry Insurance, stated they are hoping and trying to get some guidance from the commission as to what they can do for expansion of parking. When creating the proposed lot, city guidelines for parking were followed which provided for greenspace and trees and shrubs.

Commissioner Siebert stated there are a couple of large city parking lots along Water Street that could be used, to which Mr. Grubba stated they wanted the parking to be as close to the building as possible.

Aldersperson Ryan asked if they have considered alternatives such as park and ride, incentives to living close, or better year round parking for bikes/mopeds, to which Mr. Grubba stated they currently promote all of these options to the employees. Aldersperson Ryan then asked what percentage of the lot and the lot across the street is full, to which Mr. Grubba answered it is a guesstimate of over 95% full. Aldersperson Ryan then asked for clarification if Sentry is averse to using other lots, to which Mr. Grubba stated no, they have signs posted within the building for the associates to use parking along Water Street, and behind the old AT&T building.

Chairperson Beveridge asked if there were any assigned parking or assignments based on a seniority system, to which Mr. Grubba stated there are some assigned parking spots but not based on seniority.

Aldersperson Ryan asked if it was possible to give permits to new employees, to which Mr. Grubba stated there is a permit policy in place to keep track of Sentry employees and to control non-associates from parking there. Aldersperson Ryan clarified he is suggesting forcing the newer employees to utilize the other lots further out since walking the two blocks to the building is not any different than what other employees do.

Commissioner Scripps asked if it was only the distance that the employees don't like, or the location of the other lots, to which Mr. Grubba answered both.

Commissioner Siebert pointed out that this is the only greenspace along Clark Street from the bridge to Trinity Lutheran Church. Mr. Grubba stated Sentry is a big fan of greenspace, and do not want to remove it, but parking is needed.

Commissioner Woehr asked if they had considered a parking structure, to which Mr. Grubba stated Sentry is looking into the costs of that as well.

Commissioner Debauche asked how they determined the number of spaces needed, to which Mr. Von Ebers stated that was based on the needs of Sentry and the number of employees.

Aldersperson Ryan asked if there have been incentives for a discount on health insurance if people were willing to walk. He does not see the need of removing the greenspace versus employees walking two blocks to park. You have told us already that there is parking that would meet your needs just two blocks away that is not being utilized. Commissioner Siebert added there are three major parking lots on Water Street that could easily accommodate the parking needs. Aldersperson Ryan added that from the photos provided, it appears that the lots are only half full. Mr. Grubba stated he can get more current photos that would show there was not a single open stall and they can also get current numbers of parking stalls as well as employees who park there.

Commissioner Scripps asked if the staff has other recommendations in terms of alternatives.

Mr. Kearns stated the recommendations from the staff are listed in the report, and it is up to the commission if they want to see updated photos and parking numbers, but it does not take away from the fact that we have identified the area as having historic defining characteristics.

**Motion by Commissioner Siebert to deny request from Sentry Insurance to expand a parking lot at 1421 Strongs Avenue (Parcel ID 2408-32-2024-06), seconded by Alderperson Ryan.**

Mr. Von Ebers asked if it was possible to maintain the evergreens but add parking without the listed number of parking spaces as shown on the plan. Chairperson Beveridge explained that the issue is not the parking, but the historic characteristics of the greenspace.

Kent Hall, 200 Pine Bluff Road, urged the commission to deny the request, stating there are alternatives for parking, it is a historic location, and that there are rare birds residing in the greenspace. He then read a prepared statement from Alderperson McComb who is also against this request.

Cathy Dugan, 615 Sommers Street, objected to the expansion of the parking into the greenspace, and she read a prepared statement in opposition.

Trevor Roark, 601 Washington Avenue, pointed out there is a lack of greenspace downtown already. He asked if Sentry has found alternatives such as employees using the city bus, bike parking, or walking incentives. He suggested prioritizing parking for senior employees, or even to lease or rent parking stalls from the city.

Tori Jennings, 1632 Ellis Street, encouraged Sentry to take a leadership role for coming up with parking alternatives. She is against the expansion of the parking lot.

Commissioner Siebert pointed out there were letters from the Sanders and Alderperson McComb against the expansion of the parking lot that he would like placed in the record, as well as the comments from the City Forester.

**Motion carried 5-0.**

6. Request from Peter Spencer for design review to install external sign lighting at 924 Clark Street (Parcel ID 2408-32-2018-16).

Economic Development Specialist, Kyle Kearns stated the request from Peter Spencer is for lighting at the old Bumper to Bumper building where a new restaurant has opened, El Jefe. The sign was approved internally by the chair and staff as it meets the guidelines. The request is for additional lighting of an LED strip to be added on top of the awing, illuminating the sign, in an L-shaped bracket

that would not be seen from the street. The guidelines recommend lighting to be a goose neck style which would shine light down onto the sign or building. Staff recommends approval, as the proposed lighting will not be intrusive to the surrounding properties and will create a unique aesthetic. Director Ostrowski added that the low illumination will keep the light pollution down. Chairperson Beveridge stated he has reviewed this as well, and felt it was ok but being that the request is so different, he has brought it before the commission.

Commissioner Woehr asked if the light would be on all night, or just when the restaurant is open, to which Mr. Kearns answered he was unsure.

Commissioner Beveridge stated staff could review after the light is installed for a timeframe as to when to have it illuminated or not.

**Motion by Alderperson Ryan to approve the request from Peter Spencer for design review to install external sign lighting at 924 Clark Street (Parcel ID 2408-32-2018-16) with the following conditions:**

- All electrical wiring and bulbs shall be hidden from view.
- The aluminum L-bracket shall be painted matching the brown color of the building.
- The bracket shall have holes or screening as to not retain water

seconded by Commissioner Siebert. Motion carried 5-0.

7. Adjourn.

Meeting adjourned at 6:10 p.m.

NOTE:

The attached items were provided to the Historic Preservation Design Review Commission prior to the November 4, 2015 meeting or at the meeting, separate from the Historic Preservation Agenda and Packet.

## City Forester Comments

### Sentry Park Trees

Three of the four Spruce trees look to be in fine shape. The smallest spruce is suppressed and skinny.

The maple behind the Sanders house is in poor shape, and probably warrants removal.

The large maple tree along the parking lot has deadwood, and signs of past broken limbs. There is also some decay and woodpecker activity on the tree. The dead limbs and broken stubs should be pruned and the extent of decay should be evaluated further to get a more accurate decision on the tree. The tree is located next to picnic tables and parking stalls which is why it would be important to further evaluate of the tree. The tree appears to be declining. Past parking lot work and resulting root damage may have helped the tree decline.

The remaining maple looks like it only needs to be thinned and dead-wooded and it would be fine.

These observations were made from the ground and with leaves off, without knowledge of any past construction that may have occurred around the trees. I only did a walk around visual inspection of the trees.

I also wanted to note that the two large elm trees in the city right-of-way along Clark Street. Much of the root system of the two trees I'm sure extend under the sidewalk and into the Sentry green-space. A parking lot in this area would negatively impact the trees root system.

From: [Mary](#)  
To: [garrettryanalders@gmail.com](mailto:garrettryanalders@gmail.com); [bobandhilde@core.com](mailto:bobandhilde@core.com); [jdebauch@yahoo.com](mailto:jdebauch@yahoo.com); [sscrips@uwsp.edu](mailto:sscrips@uwsp.edu); [tjsiebert@charter.net](mailto:tjsiebert@charter.net); [tbadger4@sbcglobal.net](mailto:tbadger4@sbcglobal.net); [appraise@charter.net](mailto:appraise@charter.net)  
Cc: [Michael Ostrowski](#); [Mike Wiza](#); [Kyle Kearns](#); [marymccombalder@gmail.com](mailto:marymccombalder@gmail.com)  
Date: Tuesday, November 3, 2015 2:29:07 PM

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Dear Members of the Historic Preservation Design Review Commission:  
(Due to a Library Board meeting, I can't attend the HPDRC meeting tomorrow.)

As a Downtown business owner, I ask the Commission to deny Sentry's request to replace the green "parklet" between its building and the historic Andrae house with a parking lot.

**A parking lot, no matter how well masked by trees and hedges, fails to meet criteria for an addition to Stevens Point's historic Downtown. It's also unnecessary.**

This green space has existed for 91 years. It used to be larger, but over time, the insurance company has carved away the green to expand its parking, in addition to leveling the block south of Sentry. The result is an ugly flattened landscape instead of a former vibrant commercial and residential area. The Sentry-Whiting Hotel area has been Stevens Point's most "big city" corner. Part of its charm is the green oasis behind Sentry.

The Design Review Guidelines call for keeping "significant and character-defining" flora. Staff analysis focuses on the mature trees as the primary character-defining elements of the space. However, grass ("groundcover" in the Guidelines) is also a defining element. Even if the parking plan could retain or replace trees, groundcover will be lost. Have you ever walked through there on a hot day and noticed how cool the parklet is? That's due to trees *and* grass. The lot would replace a significant grassy area with hard surface, again going against Guidelines.

The walkway would be lost. So the parking lot would interfere with pedestrian mobility, defined in our Guidelines as part of a vibrant downtown. An additional parking lot once again privileges vehicles over other forms of transportation.

Sentry proposes screening the lot with the existing hedge. This might be effective for passing vehicle traffic. It would not mitigate the effect on pedestrians or bicyclists who would still be hit by the negative visual impact of cars beyond the hedge. Even the increased setback that staff would require doesn't lessen the impact of more cars and more hard surfaces in an already over-parking-lotted Downtown.

**It's clear that even if some of the trees and green could be maintained, this parking lot is simply against the spirit as well as the letter of our Guidelines.**

Also questionable is whether additional parking is necessary. Clearly, Sentry wishes to make life easier for their employees. However, just a few hundred steps west of Sentry, Public Lot 1 has ample unoccupied spaces (see yellow area in photo below). The recent parking study found that Lot 1 has 25 – 60% vacancy rates for its 131 spaces. The reserved Alternative School parking could easily be moved to the middle rows, and permits issued for Sentry employees to park in the row nearest their workplace. If 300-400 steps is too far for Sentry employees, Sentry could consider a parking structure or shuttles from its headquarters building.

To sum up, Sentry's parking lot would result in the loss of a nearly 100-year old green space for a non-existent need.

Sincerely,  
Mary McComb  
Owner  
**Sugar Doll Chocolate & Cards**  
1336 Strongs Avenue  
Stevens Point, Wisconsin 54481  
715-341-5556  
[mary@sugardollpoint.com](mailto:mary@sugardollpoint.com)  
M-F 10-5:30, Sat 10-4

Attachment: Photo of current Sentry parking and available public parking nearby.



**From:** [ada sanders](#)  
**To:** [Michael Ostrowski](#); [Kyle Kearns](#)  
**Subject:** Fw: Proposed Expanded Parking Lot 1421 Strongs Avenue  
**Date:** Wednesday, November 4, 2015 8:22:27 AM

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Gentlemen...FYI....  
ada sanders

----- Forwarded Message -----

**From:** ada sanders <aasan04@yahoo.com>  
**To:** Garrett Ryan <garrettryanalders@gmail.com>; Tim Siebert <tjsiebert@charter.net>; Thomas Baldischwiler <tbadger4@sbcglobal.net>; Lee Beveridge <appraise@charter.net>; Sarah Scripps <sscripps@uwsp.edu>; Joseph DeBauche <jdebauch@yahoo.com>; Robert Woehr <bobandhilde@core.com>  
**Sent:** Tuesday, November 3, 2015 9:11 PM  
**Subject:** Proposed Expanded Parking Lot 1421 Strongs Avenue

Historic Preservation Design Review Commissioners:

Removal of the last surviving remnant of the once elegant corporate park that, in its original configuration, created a beautiful and distinguished setting for the Classic building that housed the Hardware Mutual Insurance Company since 1922, would substantially diminish the historic streetscape that has been a prominent feature of the central business district for as long as memory serves.

Too many of this city's historically important sites have been subjected to ill-conceived destruction resulting in a dismal loss of character.

There are good, tested, preferable alternatives to the proposed demolition that provide long-term,

rather than short-term solutions while maintaining the character of the environs and the city in general.

We strongly support denial of the requested permit.

Ada Andrae Sanders

d. k. sanders jr.

Jeanette Sanders