

AGENDA  
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

December 7, 2016 – 4:00 PM

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

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

Discussion and possible action on the following:

1. Approval of the report of the November 2, 2016 HP/DRC meeting.
2. Request from Eric and Alicia Skrenes for design review to move and perform restoration activities to the existing garage, as well as widen the driveway at 1408 Clark Street (Parcel ID 2408-32-1006-16).
3. Conceptual review of building improvements, including windows and exterior facades at Edgewater Manor, 1450 Water Street (Parcel ID 2408-32-2019-33). *This item is for discussion purposes only.*
4. Historic preservation enforcement, violations, and education. *This item is for discussion purposes only.*
5. Staff Update
6. Adjourn

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday November 2, 2016 – 4:00 PM

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

PRESENT: Chairperson Beveridge, Alderperson Ryan, Commissioner Scripps, Commissioner DeBauche, and Commissioner Woehr.

ABSENT: Commissioner Siebert and Commissioner Baldischwiler.

ALSO PRESENT: Associate Planner Kearns, Nicholas Ritter, Don Dulak, Gene Numsen, Tom Cahill, Patti Cahill, Eric Skrenes, Alicia Skrenes, and Todd Neuenfeldt.

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1. Approval of the report of the October 5, 2016 HP/DRC meeting.
2. Request from Portage County for design review to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property.
3. Request from Eric and Alicia Skrenes for design review to install a side entry door at 1408 Clark Street (Parcel ID 2408-32-1006-16).
4. Request from Gene Numsen for design review to remove a brick chimney above the roof at 1700 Clark Street (Parcel ID 2408-32-1036-09).
5. Request from Cahill Properties LLC for design review to raze the detached garage at 1117 Smith Street (Parcel ID 2408-32-1004-05).
6. Adjourn.

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1. Approval of the report of the October 5, 2016 HP/DRC meeting.

**Motion by Commissioner Woehr to approve the report of the October 5, 2016 HP/DRC meeting; seconded by Alderperson Ryan.**

**Motion carried 5-0.**

2. Request from Portage County for design review to install exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15), which is a City owned property.

Associate Planner Kearns summarized the request from Portage County to install a natural gas generator on an existing slab on the northeast side of the Aging and Disability Resource Center (Lincoln Center). He briefly explained that streets surrounded the building on all sides, but that there was existing evergreen screening that was effective and efficient for the unit. He recommended approval with conditions outlined in the staff report.

Commissioner Woehr, in regards to the generator spec sheet, recommended that the exhaust be directed towards Elk Street rather than up against the building in order to reduce a potential echo effect, noting the residences across the street and south of the property.

Chairperson Beveridge asked if the chimney direction was changeable.

Todd Neuenfeldt, applicant, stated that it would be pointed away from the building due to potential residue, noise, and carbon monoxide issues.

Chairperson Beveridge inquired about maintenance and warranties.

Todd Neuenfeldt stated that the generator would be added to an existing contract with a vendor that serviced their generators, and that they would be tested weekly.

**Motion by Commissioner Woehr to approve the installation of exterior mechanical equipment at the Aging and Disability Resource Center (Lincoln Center), 1519 Water Street (Parcel ID 2408-32-2021-15) subject to the following conditions:**

1. **Applicable building permits shall be obtained.**
2. **One hole shall be cut into the façade for all wiring and electrical.**
3. **If the existing screening is ever removed or reduced, new screening in the form of landscaping or fencing shall be installed in its place to entirely screen the unit during all times of the year.**
4. **Holes in the façade shall be no higher than four feet up the façade from grade.**

seconded by Alderperson Ryan

**Motion Carried 5-0.**

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

Associate Planner Kearns summarized the request and staff report by the applicant to install a side entry door at 1408 Clark Street. He briefly noted that the request had come forth in November of last year, and upon review the Historic Preservation Commission had denied the request. At the present time, the applicant was requesting to replace the door with a fiberglass door citing that they were efficient, durable, and more maintenance free. Mr. Kearns went on to explain what would have been considered character defining characters of the home, noting that the existing door was not one and that it was severely deteriorated. Therefore, he recommend approval with the conditions outlined in the staff report.

Commissioner Woehr, in referencing an email within the staff report, stated that GNS Woodwork could not repair the door to their standards, but could recreate one for \$275.00.

Chairperson Beveridge asked the price of the fiberglass door, to which Alderperson Ryan confirmed the price was \$319.74 and indicated on page 44 of the staff report.

Commissioner Woehr commented that fiberglass doors were longer lasting and weather resistant when compared to a wooden one. He also noted a design standard in which wood windows could be metal clad and stated that he saw very little difference between windows and doors.

Chairperson Beveridge agreed, and stated that the existing door should kept on the premise.

**Motion by Commissioner Scripps to approve the installation of a side entry door at 1408 Clark Street (Parcel ID 2408-32-1006-16) subject to the following conditions:**

1. **The original door should be kept on the premise and maintained.**

**seconded by Alderperson Ryan**

**Motion Carried 5-0.**

4. Request from Gene Numsen for design review to remove a brick chimney above the roof at 1700 Clark Street (Parcel ID 2408-32-1036-09).

Associate Planner Kearns summarized the request from the applicant to remove a portion of the painted chimney that exceeded the roof line at 1700 Clark Street and cap the area below the roof line. He stated that the chimney was approximately 16 feet, severely deteriorated, not in use, and leaning inwards towards the structure, potentially creating a safety issue. He recommended denying the request due to the chimney being a character defining feature of the home, but recommended approval of a request to reconstruct the chimney with conditions outlined in the staff report.

Chairperson Beveridge stated that there had been a recent request to rebuild a chimney on Church Street, noting that it had also been considered a defining feature of the age and style of the building. He asked the applicant if there had been any movement of the chimney recently.

Gene Numsen, applicant, stated that there had been minimal movement within the last year, and also cited peeling paint above the roof line only.

Chairperson Beveridge asked if the fireplace was in use and whether it was safe other than the exterior lean.

Gene Numsen stated that they did not use it, and that he was told that the fireplace was only suitable for coal by the realtor in 1972.

Chairperson Beveridge asked if it still had its metal firebox, to which Mr. Numsen confirmed it did, adding that they had never pursued the issue as there was no interest in use.

Chairperson Beveridge stated that shallow and all metal grates and doors were typical, to which Numsen added that it was much smaller than his other wood burning fireplace.

Commissioner DeBauche asked whether wood could be used in a coal fireplace, to which Chairperson Beveridge commented that they probably could, adding that coal burned hotter.

Commissioner Woehr asked if there was a second fire place in the home, to which Mr. Numsen confirmed there was.

Commissioner Woehr wondered about the original construction of the home, stating that the chimney appeared to have been stuck on the end. Chairperson Beveridge added that it was not unusual to have that done.

Commissioner Woehr stated that it was not an integral portion of the construction, potentially indicating that the chimney and coal fireplace may not have been there when the home was originally constructed.

Chairperson Beveridge asked when the house was constructed, to which there was general discussion on the date.

Associate Planner Kearns explained that while it may not have been the building date, 1911 was the effective date for the assessment.

Chairperson Beveridge stated the coal fireplaces were normal in the 1870s, to which Mr. Numsen stated that things had been added to the home numerous times.

Chairperson Beveridge stated that there were several external chimneys around, thus assuming it was original.

Commissioner Woehr agreed that it could be original, but that it was just a masonry fireplace stuck on the west end of the home, to which Chairperson Beveridge stated that having the original coal burning firebox was an attribute to the house.

Commissioner Scripps stated for clarification that removing the top of the chimney would mean it would no longer be a functional chimney, to which was confirmed by the commission.

Chairperson Beveridge and Don Dulak from Dulak Masonry briefly discussed requirements regarding chimney heights in order to avoid back drafts and other issues.

Associate Planner Kearns explained that should the commission deny the request, Mr. Numsen could still receive approval and a Design Review Certificate explaining the conditions for reconstructing the western chimney. Steps for reconstruction and potential timelines were then discussed.

**Motion by Chairperson Beveridge to deny the request from Gene Numsen to remove a brick chimney above the roof at 1700 Clark Street (Parcel ID 2408-32-1036-09), but to allow for the reconstruction of the western chimney on the home above the roofline subject to the following conditions:**

1. Chimney reconstruction should match the existing chimney in size, design, and materials.
2. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).
3. If reconstruction occurs, the entire chimney shall be repainted white to ensure a uniform color throughout.
4. Building codes and zoning ordinance requirements shall be met.
5. All applicable building permits shall be obtained.

seconded by Commissioner DeBauche

**Motion Carried 4-1, with Commissioner Woehr voting in the negative.**

5. Request from Cahill Properties LLC for design review to raze the detached garage at 1117 Smith Street (Parcel ID 2408-32-1004-05).

Associate Planner Kearns summarized the request from the applicant to raze the detached garage at 1117 Smith Street, noting that the owners did not reside on the property and that the neighboring home at 1408 Smith Street had had a recent request before the commission. He explained that both

garages from both properties had been leaning against each other, but now that the garage at 1408 Smith Street was gone, the state of the garage at 1117 Smith Street had worsened, citing cracks, peeling shingles, separated brick, and other deteriorated elements. Mr. Kearns noted that while the home and garage had similar characteristics, the garage had not been constructed to the same standards as the home. He also noted that there was evidence to support the attempted maintenance and repairs of the garage, but that it had become a safety concern for the property and surrounding neighbors. He recommend to approve the razing of the structure with conditions outlined in the staff report, adding that the applicants had also identified wanting to construct a new detached accessory structure the following year.

Commissioner Woehr asked how many tenants the applicant had, to which Tom and Patti Cahill stated nine tenants reside on the property.

Commissioner Woehr asked if it was licensed for nine tenants.

Patti Cahill explained they could have 9 unrelated individuals as it was a recovery home under the Fair Housing Act.

Associate Planner Kearns explained that there was no license for the property, and as a recovery home it could be exempt under state or federal statutes.

Commissioner Woehr stated that the Assessors file carried it as a two family.

Patti Cahill stated that she had the requirements if needed.

Commissioner Woehr stated since the home was not a single family residence, it could not qualify for a detached garage using the Traditional Overlay District (TND) standards, and that a new garage could not be constructed a foot from the property line.

Associate Planner Kearns confirmed that it could be considered commercial, thus requiring three feet on all sides.

Alderperson Ryan asked if it could be reduced to one foot with council approval.

Associate Planner Kearns further explained that the TND did not allow commercial multi-family property to use reduced setback requirements, but given the use he would have to review statutes to confirm.

Commissioner Woehr explained that it would not meet driveway requirements due to the size of the lot and structure.

Chairperson Beveridge asked if the garage will be replaced, to which Commissioner Woehr stated it was a condition to construct a garage in the following spring.

Patti Cahill stated that they were not opposed to not replacing it as they didn't use it.

Commissioner Woehr expressed the importance of replacing the garage in order to avoid a situation where there would be another multi-family dwelling with a parking lot. He also briefly summarized the cracking and settling on the garage that he observed in person, noting that while the footings may have failed on the east end, the remaining structure appeared to be level. Mr. Woehr asked that the commission consider requiring the repair of the structure rather than razing it.

Commissioner DeBauche asked if contractors had looked at it, to which Mr. Cahill stated no.

Tom Cahill also noted that they had attempted to repair the crack on the west side of the structure, and asked whether they would need to replace the cracked floor as well as put in new footings.

Commissioner Woehr gave brief examples in how to go about bracing the structure in order to put in adequate footings, rebuild the wall, and patch the floor.

Commissioner Scripps stated that they needed more information to see if the garage was salvageable, and recommend that the applicant get an estimate for repairs.

Patti Cahill expressed concern that the garage had appeared to have significantly sunk since the removal of the neighboring garage, thus creating a safety hazard.

Chairperson Beveridge explained that in addition to step cracks along the mortar, there were cracks going through the blocks themselves, indicating a much greater force for the split. He asked if the applicant could get a mason's opinion.

Patti Cahill inquired about the December Historic Preservation Commission meeting, to which Associate Planner Kearns stated they could do a special meeting before then as long as there was adequate notice.

Commissioner Woehr asked if anyone used the garage, to which Ms. Cahill confirmed they did not, noting also its use for storing bicycles.

Chairperson Beveridge asked what the construction of the garage was, to which Ms. Cahill stated brick, shake shingle, and cedar shake siding.

Patti Cahill asked if they would consider razing the garage if they put in a single car garage instead, to which Commissioner Woehr stated that the depth of the garage would still be an issue due to driveway requirements.

Patti Cahill also inquired on potentially putting up a type of storage facility that would be in line with the historic structure of the house, again noting the nonuse of the garage, to which Commissioner Woehr stated that while it would meet their needs presently, it may not for the next owner.

Commissioner DeBauche asked where tenants parked, to which Ms. Cahill explained that two individuals were able to park in the driveway and that the city allowed them to park in front of the Hi-Rise Manor, also noting that most of their tenants didn't own cars.

Chairperson Beveridge proposed potentially getting a variance to move both walls closer to the lot line while still keeping space on either side to maintain the area. He reiterated the need for a mason's opinion, noting that it would help in order to come to a decision.

Commissioner Woehr stated that he would like to see the brick saved.

Associate Planner Kearns explained that there would be a new set of design standards that would have to be met if constructing a new garage, and that those details would have to be provided by the applicant on an updated site plan which would then be reviewed.

Associate Planner Kearns further explained if detached structures were razed, they should be reconstructed to the same size and dimensions and materials as the home. He also noted that the commission had granted leniency in construction materials depending on the situation.

Commissioner Woehr added that the structure couldn't be moved to far due to the retaining wall at the beginning of the driveway, to which Associate Planner Kearns added that they also had a couple feet to play with on the north side.

Patti Cahill stated for clarity that the commission was asking them to come back with an estimate from a mason for repair, to which Mr. Kearns confirmed and added if they could provide any recommendation in repairs, cost, and deterioration with regards to the entire structure.

Patti Cahill expressed concern for safety of the structure in the meantime.

Commissioner Woehr suggested bracing the structure for the winter, to which Mr. Cahill expressed concern over it not making it through the winter.

Commissioner DeBauche stated that the mason could provide information on whether it could be braced.

Tom Cahill asked if anyone knew the cost of brick and whether it was worth saving, to which Chairperson Beveridge stated that it was not easy to save brick.

Tom Cahill expressed concern over further cracking in the brick if steps were taken to repair the structure, to which Chairperson Beveridge stated a mason can provide a recommendation.

Patti Cahill hoped to get an estimate soon as they were facing a tight timeline, to which there was general discussion in how many masons should they collect estimates from prior to Alderperson Ryan and Commissioner Scripps agreeing that one mason was sufficient.

Patti Cahill inquired on submittal dates for a next meeting.

Associate Planner Kearns reviewed requirements and potential timelines for scheduling a special meeting prior to the December Historic Preservation meeting date.

Chairperson Beveridge and Mrs. Cahill has a brief discussion regarding the standards for historic preservation in replacing brick that was deteriorated.

**Motion by Commissioner Woehr to postpone action for the request from Cahill Properties LLC to raze the detached garage at 1117 Smith Street (Parcel ID 2408-32-1004-05) to allow for a reputable mason to perform an inspection and provide a professional opinion regarding the state of the structure, ability for repair, and costs associated.**

**seconded by Alderperson Ryan**

**Motion Carried 5-0.**

6. Adjourn.

**Meeting adjourned at 5:01 PM.**

# Administrative Staff Report



**Garage Restoration & Move, Widen Driveway  
Design Review Request  
1408 Clark Street  
November 29, 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 &amp; Alicia Skrenes</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>2408-32-1006-16</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: 165 feet</li> <li>Square Footage: 8,250</li> <li>Acreage: 0.189</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year Built: addition 1910 (105 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 and Alicia Skrenes for design review to move and perform restoration activities to the existing garage, as well as widen the driveway at 1408 Clark Street (Parcel ID 2408-32-1006-16).</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"> <li>Application</li> <li>Site Plan</li> <li>Pictures</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>Based on the findings below, staff would recommend approval of the restoration activities and relocation of the detached garage, subject to the following conditions:</p> <ol style="list-style-type: none"> <li>All applicable City permits shall be obtained.</li> </ol>
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## Vicinity Map



## Scope of Work

Eric and Alicia Skrenes are requesting to perform restoration activities to the existing garage, as well as, move the existing garage and widen the driveway. The three requests are summarized below.

1. Move Garage: Request to move the garage approximately 25 feet north to be setback three feet from the north and east property line. Grade will be raised and concrete slab poured at the proposed location.
2. Garage Restoration: Request to install new shingled roof, new overhead door matching the existing, repair the wood around garage base, and paint to match the home color.
3. Widen Driveway: Request to widen the driveway north of the home and in front of the new location of the detached garage.



Further description and details regarding the request are in the attachments, along with photographs and a site plan. The applicants have cited the following reasons for pursuing the garage relocation and renovations.

- a. Moving the garage will allow for improved visibility in the rear yard, and proper placement of the fence enclosing the yard when exiting and entering the home.
- b. Garage relocation will allow for appropriate space to maintain the garage on all sides without trespassing onto neighboring properties, and ensure proper water runoff to prevent future deterioration.
- c. A driveway accommodating two vehicles can be constructed.
- d. Improved snow management and removal during the winter.

The applicants plan to perform some of the activities this fall if weather permits and the remaining activities in the spring of 2017.

#### **Existing Detached Garage Details:**

- Design: Single stall, side door and window
- Materials: Wood construction and siding with shingled roof
- Size: Approx. 240 s.f. (20'x12')
- Year Built: Approx. 1920

Pertinent guidelines have been reviewed below regarding the garage renovation, relocation, and driveway construction.

#### *CHAPTER 22: HISTORIC PRESERVATION*

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

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

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

### **Guidelines of Review (numbers below pertain to the pertinent guideline standards)**

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#### **Outbuilding and Accessory Structure (Stevens Point Design Guidelines Sec. 3.12)**

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

**Analysis:** The outbuilding construction is from the 1920's and is made primarily of wood. It has a few details, including a side door and window, but otherwise is of relatively simple construction.

**Findings:** The request to relocate and perform restorative activities will preserve the garage.

3. Architectural elements of historic outbuilding such as roofs, siding, material, windows and doors, foundations, and character-defining detailing should be retained and preserved.

**Analysis:** As stated above, the garage is of simple construction. The request proposes to replace shingles with matching shingles on the roof, repair deteriorated wood near the base of the structure with similar wood, and apply paint matching the color of the home. The garage door is also proposed to be replaced, likely with a synthetic material door.

**Findings:** All elements are being maintained or restored on the accessory garage. While the proposed garage door is likely synthetic in nature, the existing door is as well and therefore, the original character of the door has been lost. The door should be restored to its original material and design, however that is unknown. Also the proposed paint color, Sherwin-Williams Bluebell, while not part of the adopted historic palette, matches the home which was painted prior to adopting palettes.



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

- 3. Double width drives that are visible from the public right-of-way are not recommended.

**Analysis:** A new driveway is proposed which will maintain the single lane from Clark Street, before fanning out to double in size northward after the home.

**Findings:** Given the narrowness between homes, and the existing fencing in the rear yard, the double driveway will likely be hidden from the right-of-way. The view from the right-of-way will look very similar to the existing view. Note that several neighboring driveways are larger than a single lane either at the right-of-way or near the home. In this instance, the double width driveway is in the rear yard, behind the house, and hidden from the right-of-way.

**Relocation (Stevens Point Design Guidelines Sec. 6.2)**

- 4. Character-defining elements and significant architectural features should be protected during the relocation process. Should any damage occur, it should be repaired.

**Analysis:** The relocation is proposed to maintain the structure and pour a new concrete slab, perform improvements to the base of the structure, improve stormwater run-off, improve the rear yard, meet zoning setbacks, and to create a double width driveway.



**Findings:** Elements on the garage should be maintained or improved during the relocation project. Moving the detached garage on the site should not reduce the historic character or significance of the structure or the property. Preservation of the structure is proposed and is recommended, however necessary maintenance activities are needed to ensure the structures longevity.

- 9. Once the building has been removed, any improvement to the vacant lot (former building site) should be compatible with the surrounding historic properties.

**Analysis:** The garage is proposed to be moved northward approximately 25 feet towards the rear of the site. The garage currently is approximately 22 inches from the side (east) lot line, which does not meet the required zoning setback of three feet. The proposed relocation includes raising the grade of the site for drainage purposes and pouring a new slab, all of which will be three feet off the east and north property lines, meeting the zoning setback requirement. The driveway is proposed to be extended to the new location and widened.

**Findings:** The relocation and rehabilitation activities preserve the original detached garage and assist in conforming to underlying zoning regulations. Furthermore, the improvements should assist in preserving the structure and ensure its continued use.

After review, the applicants will be maintaining the existing garage and should not be reducing the historic significance of the structure or the property. Therefore, staff would recommend approving the applicant's request to relocate the garage and perform the proposed improvement activities.



# HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point  
Community Development Department

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

## APPLICATION FOR DESIGN REVIEW

### ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	-	Date Submitted	1/15/16	Assigned Case Manager	Kyle Keams
Associated Permits or Applications (if any)	-			Pre-Application Conference Date	Emails
Decision		Date Reviewed		Staff Signature	
Notes:					

### APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/> )	
Applicant Name	Eric and Alicia Skrenes	Contact Name	
Address	1408 Clark St.	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-482-0529	Telephone	
Fax		Fax	
Email	eric.skrenes@gmail.com	Email	

### OWNERSHIP INFORMATION

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

### PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281-24-0832/00616		
Legal Description of Subject Property		
Lot 10 Blk 30 Strong Ellis + others Add S32T24R8 803803		
Area of Subject Property (Acres/Sq Ft)	Area of Building or Structure (Sq Ft)	
0.189 acres	1,534 sq ft (House) 250 sq ft (garage)	

Current Zoning District(s) <i>Multi-family</i>		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category <i>Residential</i>	Current Use of Property <i>Single family</i>	Proposed Use of Property <i>Single family</i>	
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
<i>Proposal: move current 1-car garage back approximately 25 feet in rear yard. Repair garage rot along base of garage, pour new concrete slab for garage, install new overhead door, new coat of paint, new shingle roof. other repairs as need. Have a new driveway installed in front of garage that allows for parking of 2 cars.</i>			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done? Explain you answer.			
<i>no. moving garage and repairing needed areas, with similar materials and style.</i>			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
<i>Yes. Just basic repairs, along with a driveway for both cars to be parked on, instead of parking on grass/dirt.</i>			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain you answer.			
<i>Yes, with the movement of garage, much needed work will occur to prevent future deterioration.</i>			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain you answer.			
<i>The only place that may not conform would be the double width of the driveway, but this is only for a portion big enough to park 2 cars side by side, not the length of entire driveway. otherwise yes.</i>			

**EXHIBITS**

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

**CERTIFICATION AND SIGNATURE**

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>Alicia Shum</i> <i>Eric Shum</i>	<i>11-15-16</i>	<i>Alicia Shum</i> <i>Eric Shum</i>	<i>11-15-16</i>

Rationale for design review request: We believe a garage at the very rear of our yard is more ideal than current location.

- It would allow for more snow to be piled in winter, since our driveway is narrow (houses on each side), there is not much place for snow to be piled.
- A double driveway would allow for easier shoveling/snowblowing in winter, instead of shoveling/snowblowing over dirt/grass.
- There will be no "hidden" area in our yard, where we could lose visual sight of our kids (currently this area is behind the garage).
- This will allow us to move the fence so that coming out of the back door you enter the enclosed backyard instead of entering into the driveway.
- The new placement of the garage will be built up 6-8 inches to allow for water to flow away from garage to prevent future deterioration.
- The side of the garage will be a distance of 3 feet from lot line, instead of 22 inches, which will allow for more accessible space to maintain the side of garage.

#### Time schedule:

If weather permits at least pouring the new concrete slab after approval from the Commission meeting, if not all work complete. (In December).

If weather does not permit work to be done in December work is to be completed in Spring, as soon as weather allows.

Dear Mr. George Doxtator, First District Alderperson,

My husband and I are writing to you because we will be going before the Historic Preservation Commission for their December meeting. We will be applying to move our current one car garage back towards in the rear of our yard approximately 25 feet.

Originally we had wished to remove the current one car garage, and build a new two car garage to fit both our vehicles. After e-mailing Kyle Kearns, we were under the impression that the Commission would not likely approve the removal of the current garage. Due to this, we changed our plans and decided to keep the original garage but would like it located further back in our yard to optimize yard space.

The current slab under the garage is in need of serious repair. We will put a new concrete slab in the rear of the yard three feet from the back lot line (North), and three feet from the right lot line (East). The current one car garage will then be lifted, repaired, and placed in it's new position. We will then put in a new driveway that will accommodate two cars being parked side by side in front of the garage.

Work that will be done on the garage will include: a new shingle roof in a color similar to the house roof, a new overhead garage door in the same dimensions, color and style, repair of the base wood around perimeter of garage (this is where the most rot and deterioration is occurring), and a new coat of paint to match the house (Bluebell with Rhinestone trim in Sherwin-Williams Paint).

Our contractor is going to build up the area where the garage will be placed with dirt prior to the concrete slab being installed to encourage proper drainage of water away from the garage. This will help prevent future deterioration to the base of the garage as well as help to protect the slab from cracking.

A couple of reasons why we feel the garage placement will be better in the rear of the yard are: no "hidden" area of yard where visibility of children is hard to see, a new fence placement so children will come out the back door and into the backyard and not the driveway, proper space around the garage for repairs (current 22 inches, proposing 3 feet), painting and mowing, the ability to have a driveway where two cars can be side by side, and better snow management for winter. Our yard borders the Associated Bank parking lot on two sides. Because of this and because of having two small children, we decided to fence in our back yard. Unfortunately, when you walk down the back steps you have to then pass through a gate to be enclosed in the back yard. To ensure our children are more safe, we would like to have the steps off the back porch lead right into the enclosed back yard. We currently could not do this, because in order to park two cars in the driveway (so both could leave at any time), we would hit the fence while trying to park our van. If we were to move the garage to the rear of the yard, we would not need the space directly in front of the steps for pulling the van in, thus could move the fence to the other side of the steps, enclosing the back yard. If we were to put a slab in the current spot where we park our van, there would be even less room to blow snow to in the winter. Our house is only the width of our driveway plus 2 feet of landscaping next to the side of our house, and our neighbor's house. Our drive way is also quite long, leaving not a lot of room to pile up snow. If we did not have a slab (or Van) parked right behind our house, that area could be used for piling up more snow, giving us more room to move the snow off the driveway. With just a single driveway still at the position right behind our house, the snow can be pushed to that side. We would like to have a slab put down to have both cars parked, instead of parking one car on the grass/dirt. This would also be beneficial in the winter when needing to remove snow, and to prevent mud spots in our backyard (where the wheels constantly drive over).

# Fwd: Replace Garage at 1408 Clark st

Eric Skrenes

Tue 10/11/2016 7:41 AM

Inbox:

To: Alicia Skrenes <[aliciasusanwerner@hotmail.com](mailto:aliciasusanwerner@hotmail.com)>;

📎 1 attachments (676 KB)

11.0 - HPDRC Application - Design Review.pdf;

----- Forwarded message -----

From: Kyle Kearns <[KKearns@stevenspoint.com](mailto:KKearns@stevenspoint.com)>

Date: Monday, August 15, 2016

Subject: Replace Garage at 1408 Clark st

To: Eric Skrenes <[ericskrenes@gmail.com](mailto:ericskrenes@gmail.com)>

Cc: Kyle Kearns <[KKearns@stevenspoint.com](mailto:KKearns@stevenspoint.com)>

Hi Eric,

Attached is the design review application. A decision from the Commission is based on the pertinent design guidelines. See section 3.12 (Outbuilding and Accessory Structures) on page 24 and Section 6.1 (Demolition) on page 40. It may be best to pursue the demolition request first, however both can be pursued. Please submit other details regarding the request, such as garage specifications, photos, a thorough description of the existing and proposed materials and design, renderings, and/or site plan. The more information presented with regard to the request will allow the Commission to make an educated decision. I think approval would depend on the deteriorated state of the existing garage, and the ability/costs associated with repair. Furthermore, the historical character and significance of the structure would be taken into consideration.

Should you have further questions, don't hesitate to contact me.

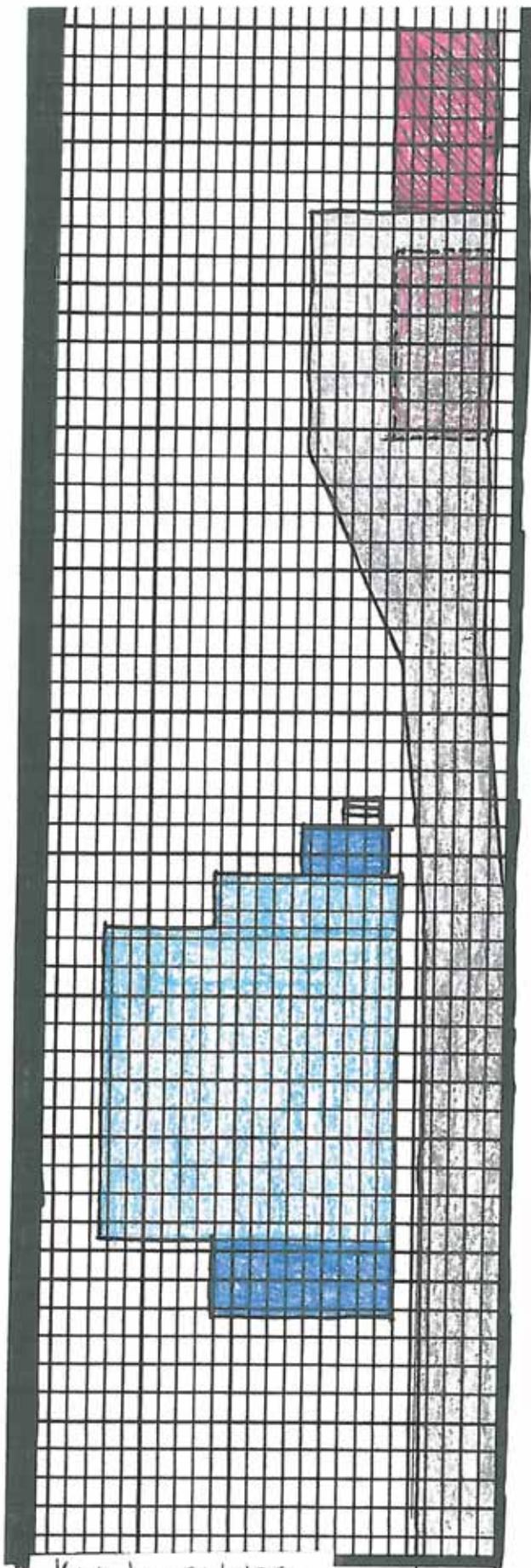
Thanks.

Kyle Kearns

Economic Development Specialist / Associate Planner

City of Stevens Point

proposal for <sup>Page 19 of 37</sup> Driveway and  
Garage placement for  
1408 Clark St.

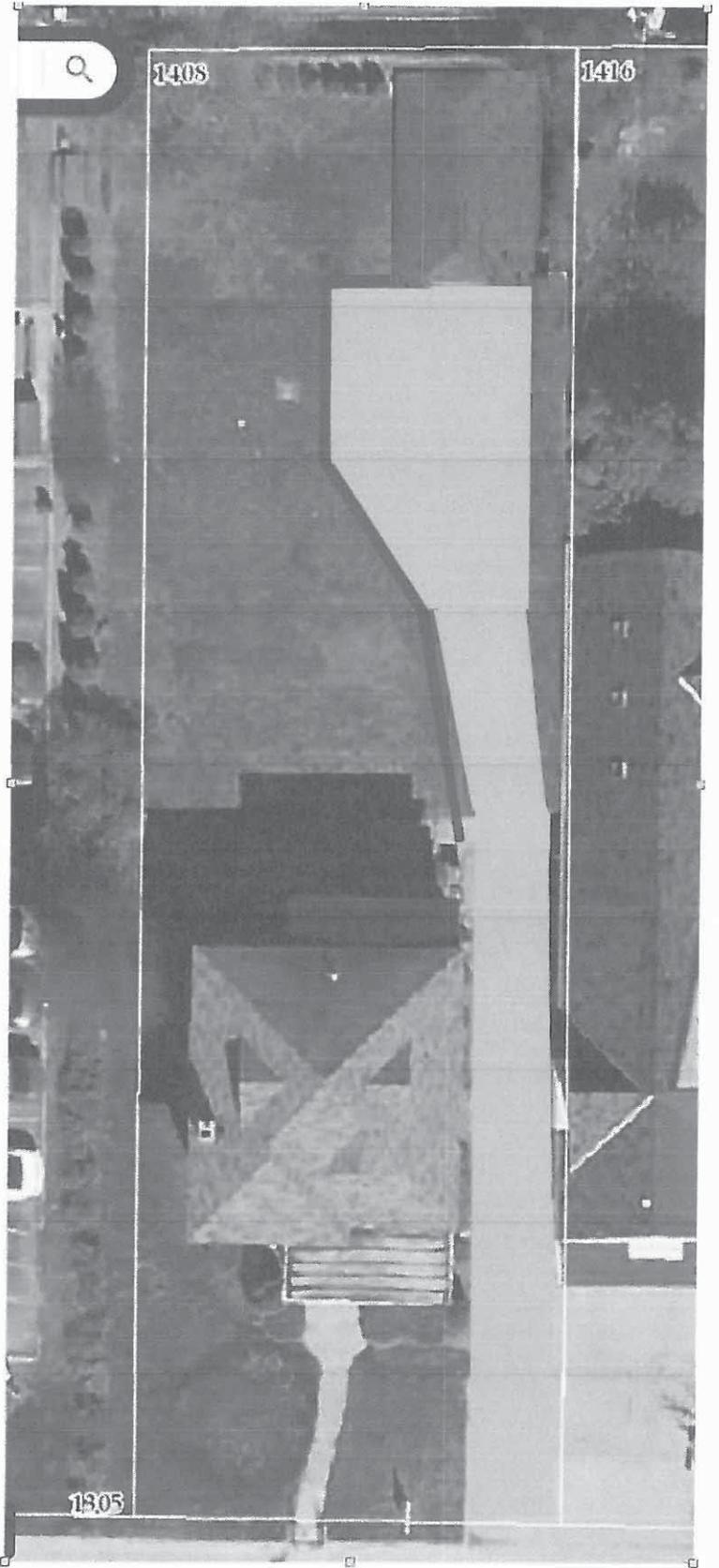


Key: 1mm  $\approx$  1.43ft.

- house
- porch
- garage (new placement)
- garage (old placement)
- proposed driveway

Current placement of garage/driveway

Rough demonstration of proposal  
Page 20 of 37





Current Garage placement



Garage - new roof needed



Concrete slab broken in garage

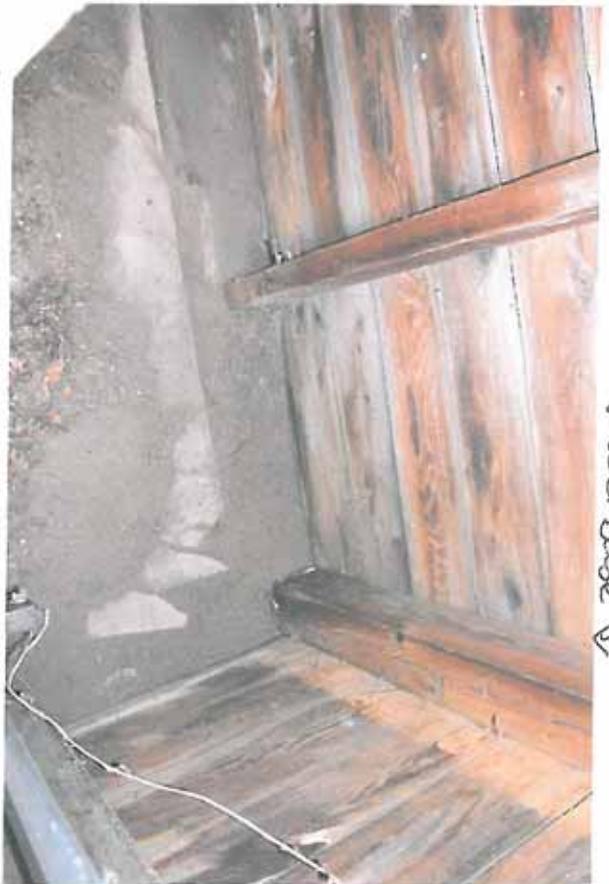


Base wood around perimeter of garage is rotting away.



west side near service door entrance

This corner is only dirt, no wood base ↓



↖ Southeast corner of garage  
↙ Dirt surrounds outside corner of garage leading to deterioration of base wood.



west side, showing base wood that is not rotting away



**Plan Staff**

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498



# Memo

## City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission  
From: Plan Staff  
CC:  
Date: 12/1/2016  
Re: Conceptual review of building improvements, including windows and exterior facades at Edgewater Manor, 1450 Water Street (Parcel ID 2408-32-2019-33). *This item is for discussion purposes only.*

This City is looking to make several improvements to Edgewater Manor, 1450 Water Street, such as replacing the façade and windows; installing HVAC equipment; and reconstructing the parking lot. The reason for many of the improvements is because the brick is starting to pull away from the building and the replacement should address this safety concern. As a temporary fix, several bolts have been installed to hold the brick in place to the framing of the building.



The City has been working with an architect to come up with a design for the building. As part of this, there is also the desire to update or spruce up the façade of the building to make it more aesthetically pleasing and welcoming, all of which should help rental occupancy. Almost the entire current façade is of a red color brick with little to no significant architectural details or changes of materials on the building. The proposed concept keeps a significant amount of brick, but helps break up the large façade with different materials and adds different architectural details.

The façade improvements need to be approved by the Historic Preservation Design Review Commission as the property falls within the Design Review District. However, no formal action is needed at this meeting on this item. Staff is seeking feedback regarding the design and materials at this time, so they can request changes before they get too far into the plans.

It is important to note that the building was constructed in 1978 and has had minimal upgrades since construction. Further details are described below regarding the existing building and facade.

**Existing Building Details:**

- Units: 81 (80 1-bed room apartments, approximately 600 square feet)
- Square Feet: 64,904
- Construction Age: 38 (1978)
- Utilities: Electric heat, are conditioning in common areas
- Façade: Brick, flat rubber membrane roof (2003 replacement)

**Proposed Design Materials:**

Façade: Thin brick, stone cap over stone blocks, textured metal insulated panels, flat metal insulated panels.

**Location Map**





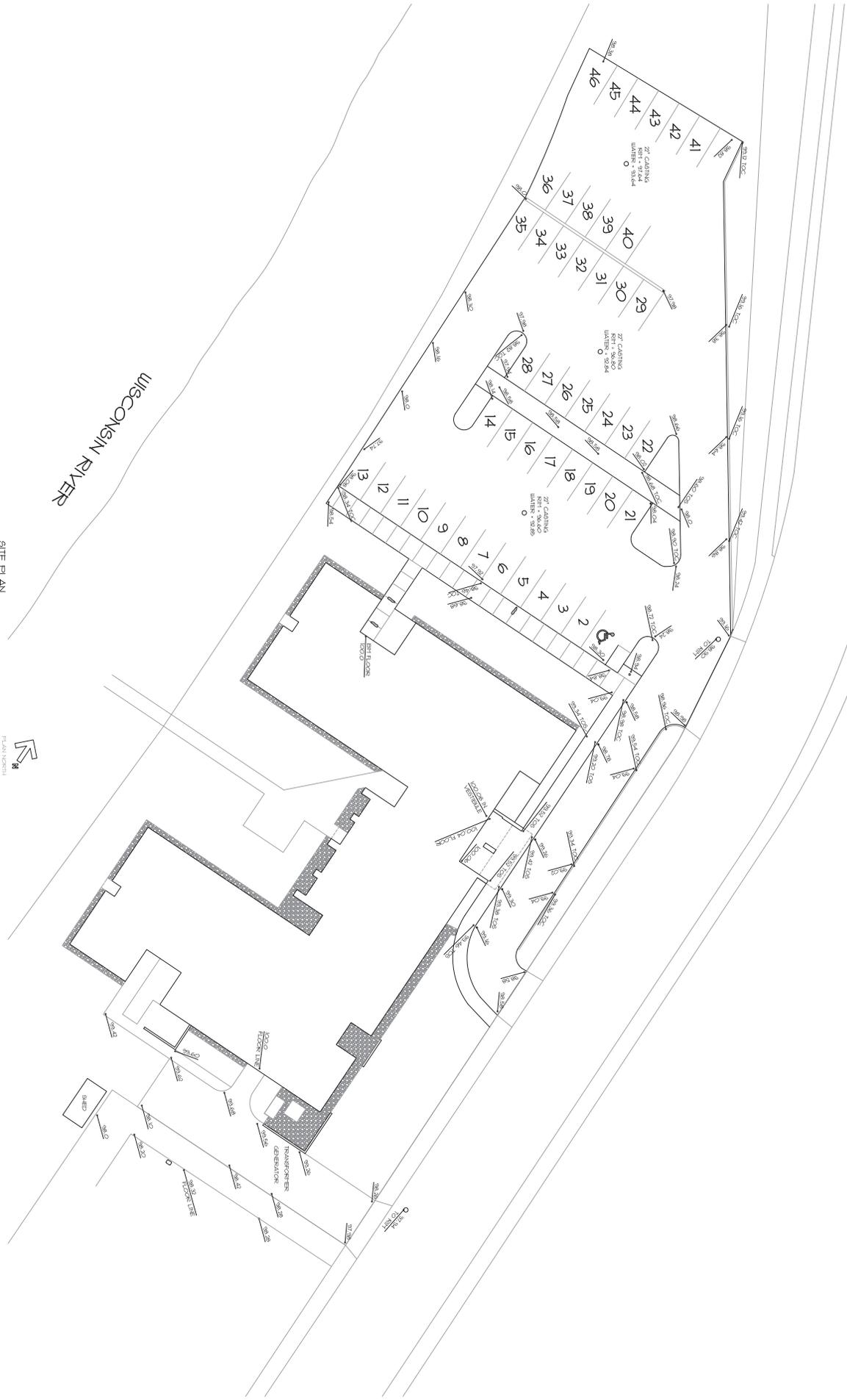
WISCONSIN RIVER

SITE PLAN

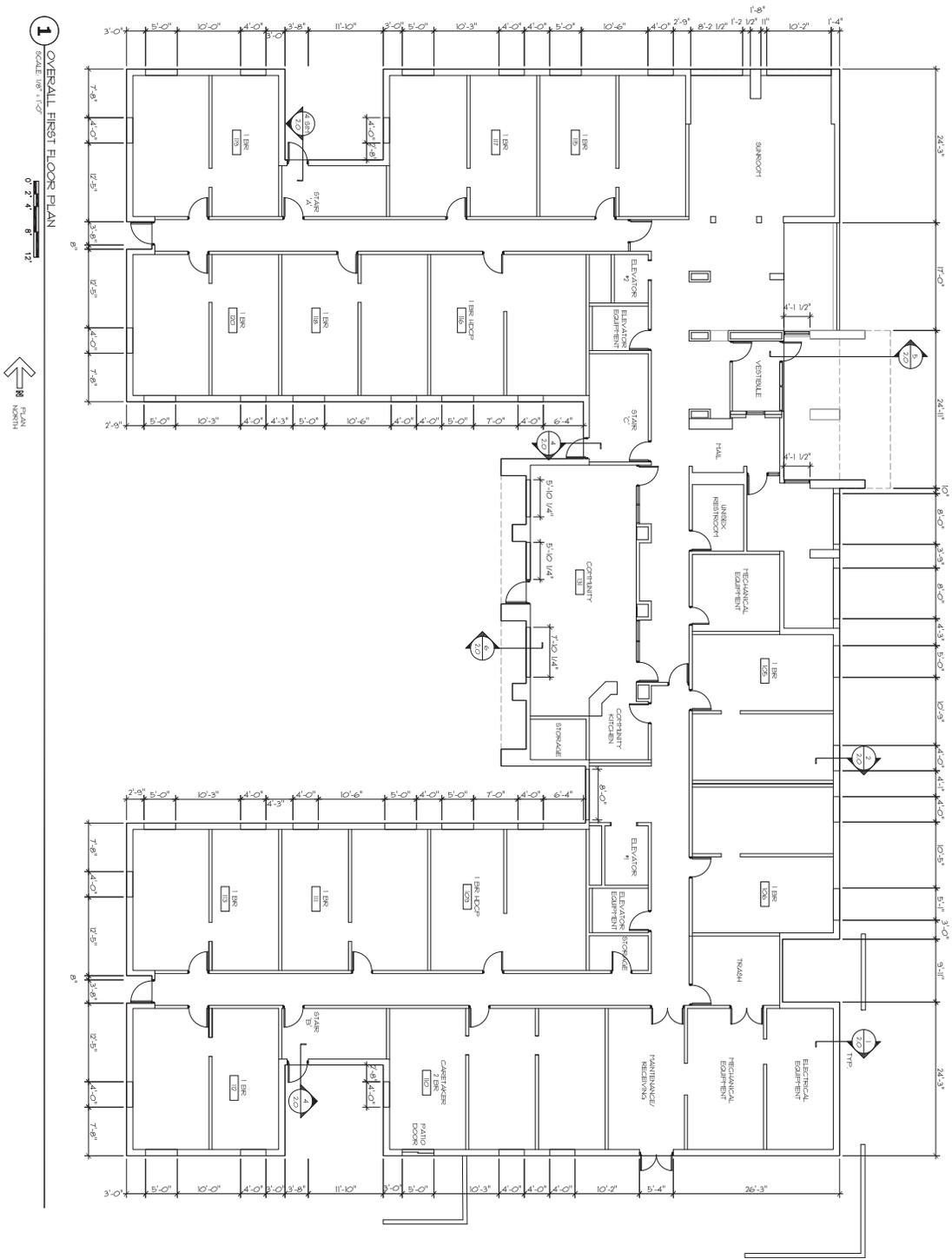
SCALE: 1/8" = 1'-0"



PLAN NORTH



<b>1.0</b>		<b>ARCHITECTS GROUP LIMITED</b> 1825 South Webster Avenue Suite 202 Green Bay, Wisconsin 54301 www.oglb.com 920-432-1232 FAX 920-432-7283	SET TYPE	DATE	REVISED	JOB NO.	SITE PLAN	EDGEWATER MANOR
			PRELIMINARY	11-28-16		2016-001		
			FINAL REVIEW			DRAWN BY		
			BID DOCUMENT			D.J.B.		



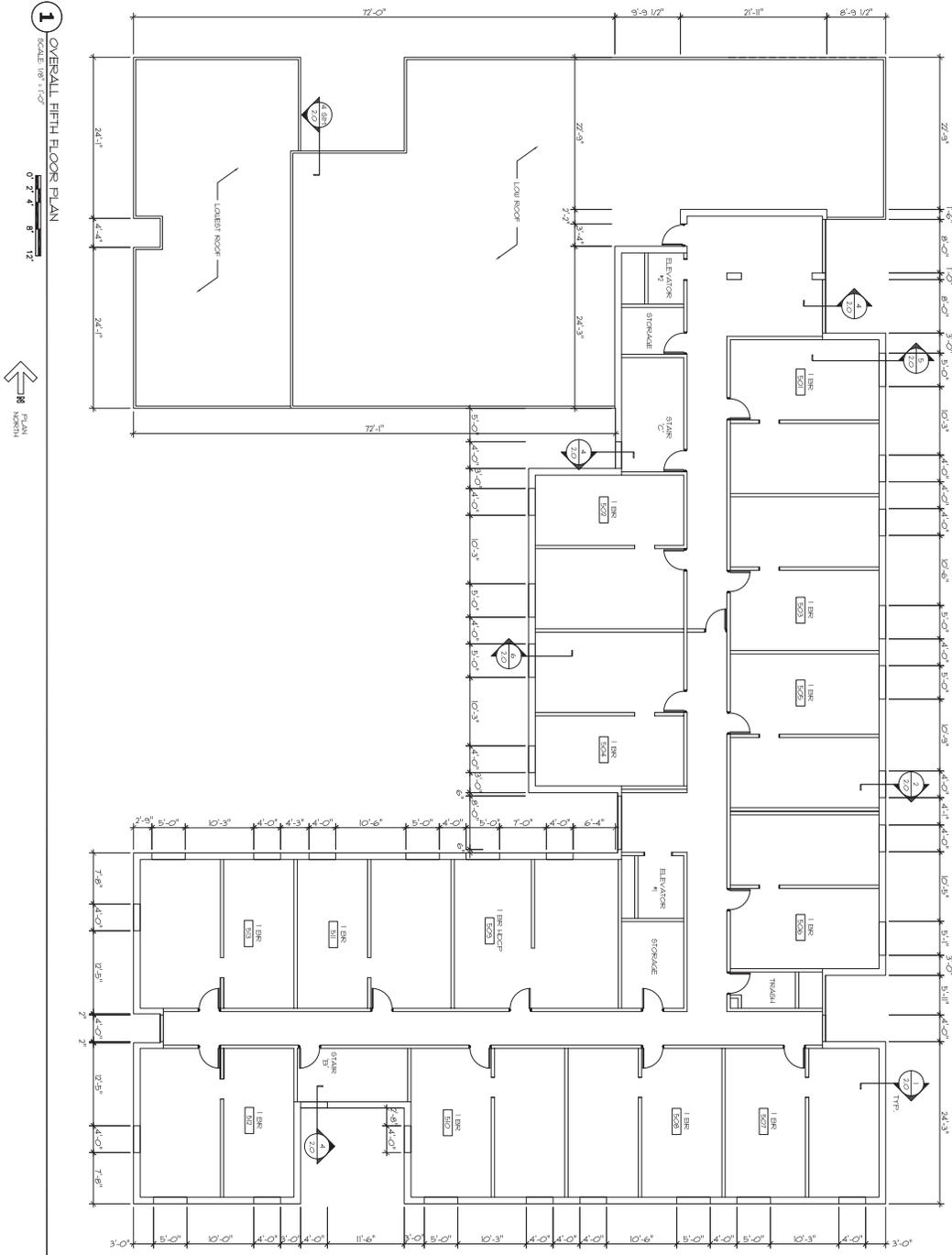
**1** OVERALL FIRST FLOOR PLAN  
 SCALE: 1/8" = 1'-0"



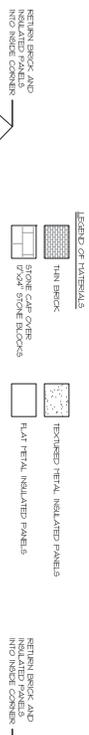
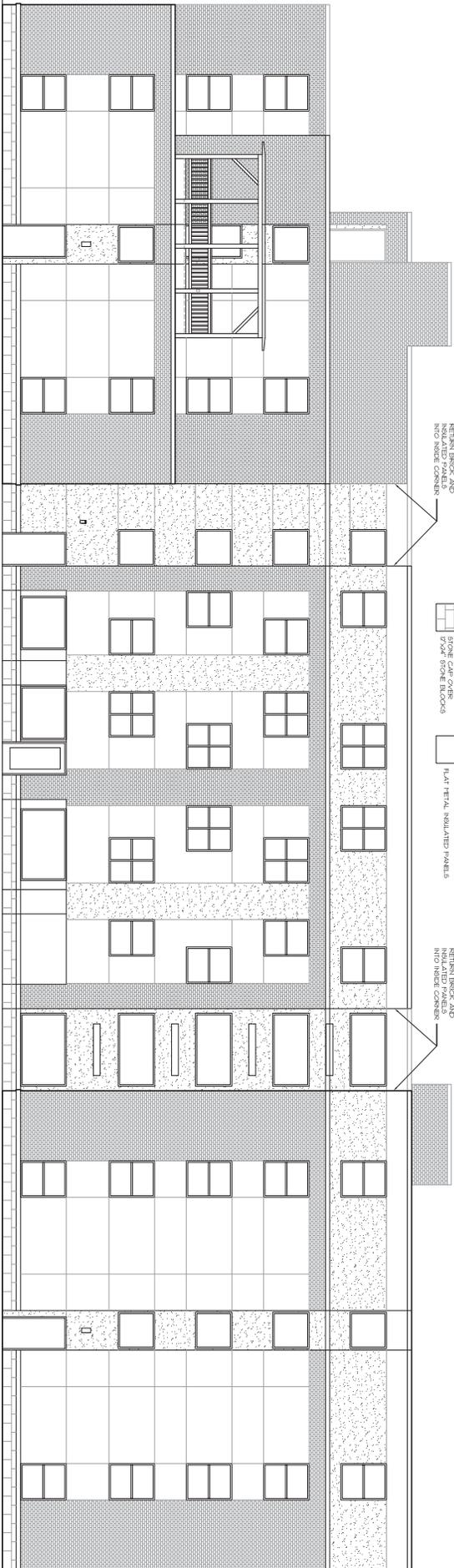




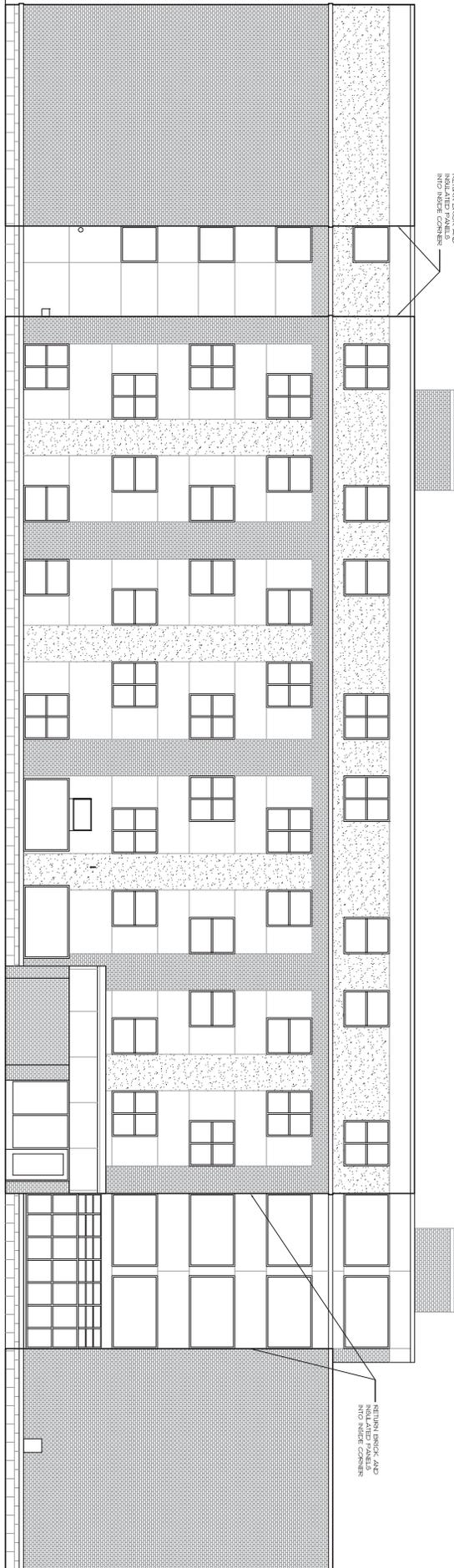




**2** WEST ELEVATION  
SCALE 3/8" = 1'-0"



**1** EAST ELEVATION  
SCALE 3/8" = 1'-0"



RETURN BRICK AND INTO INSIDE CORNER

RETURN BRICK AND INTO INSIDE CORNER

**2.0**

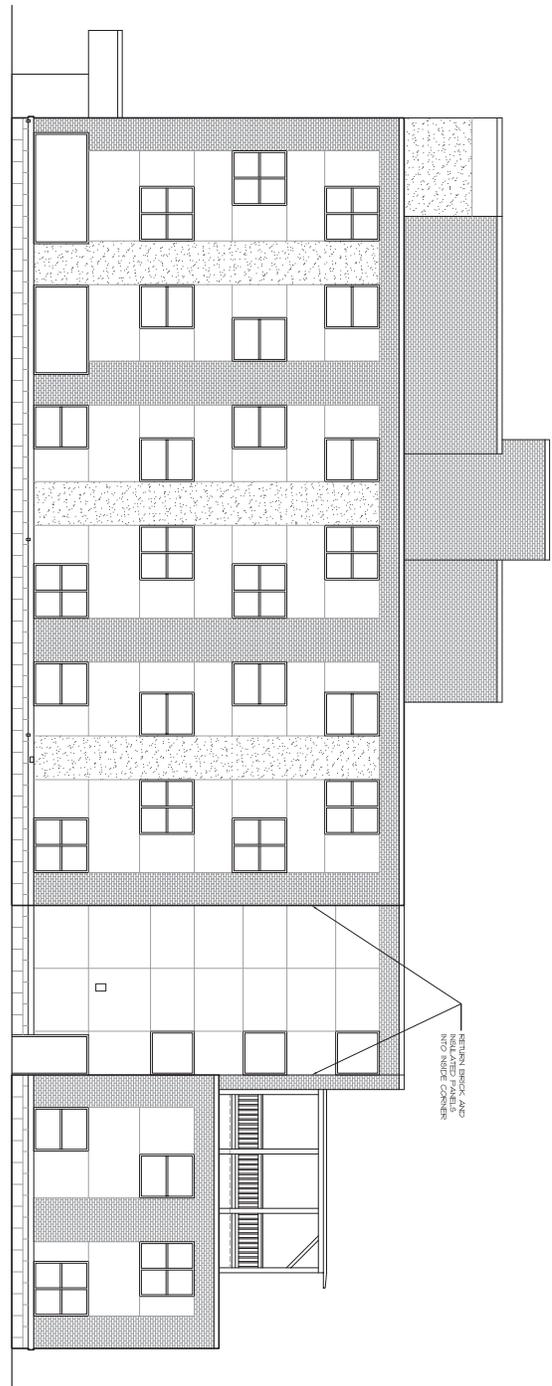


**ARCHITECTS GROUP LIMITED**  
1825 South Webster Avenue Suite 202  
Green Bay, Wisconsin 54301  
www.ajlb.com  
920-432-1232 FAX 920-432-7283

SET TYPE	DATE	REVISED	JOB NO.
PRELIMINARY	11-28-16		2016-001
FINAL REVIEW			DRAWN BY
BID DOCUMENT			D.J.B.

EXTERIOR ELEVATIONS

EDGEWATER MANOR



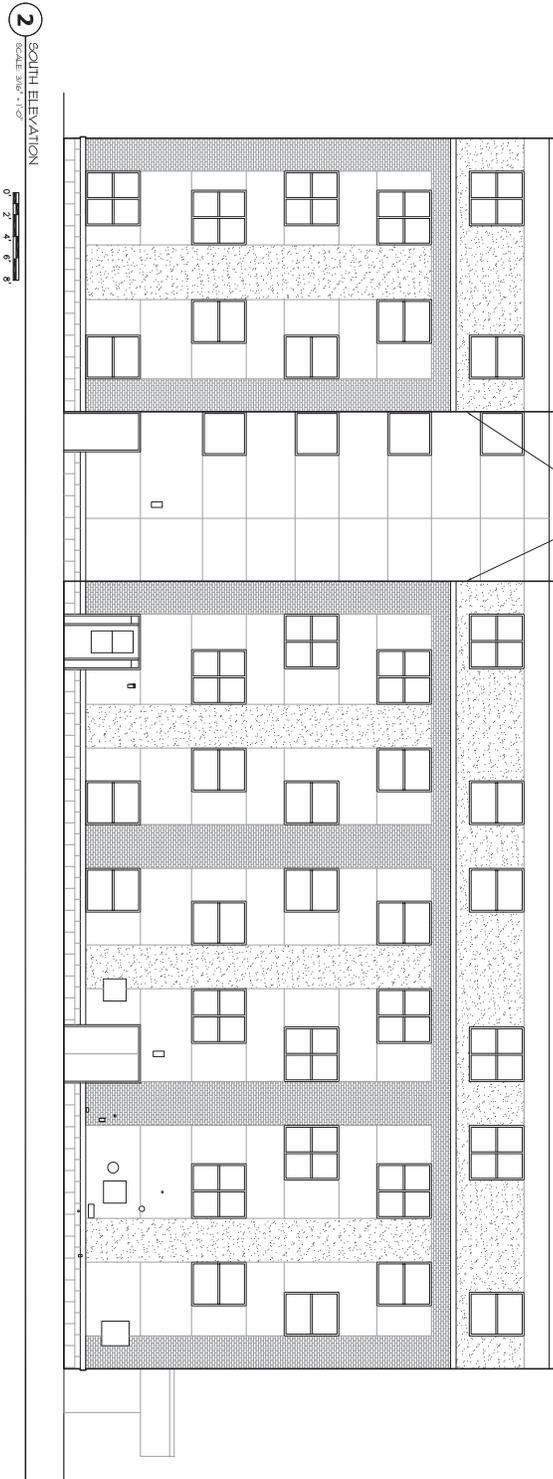
1 NORTH ELEVATION  
SCALE 3/8" = 1'-0"

0 2 4 6 8

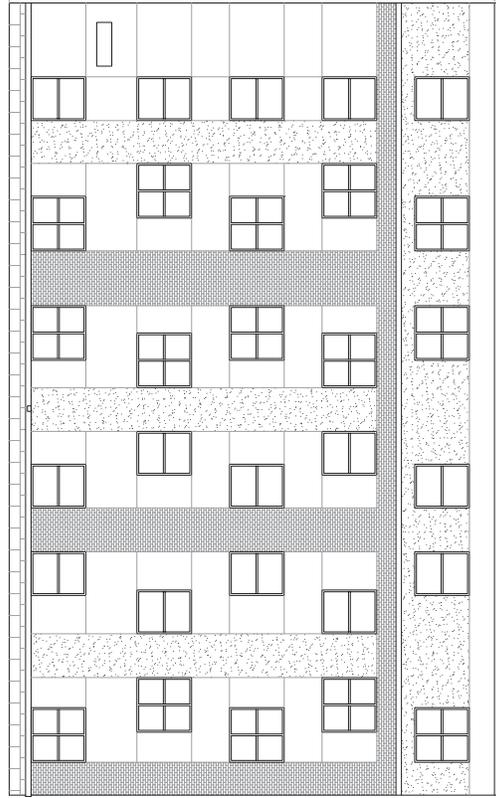
REPLACE BRICK AND INSULATED PANELS INTO INSIDE CORNER

LEGEND OF MATERIALS

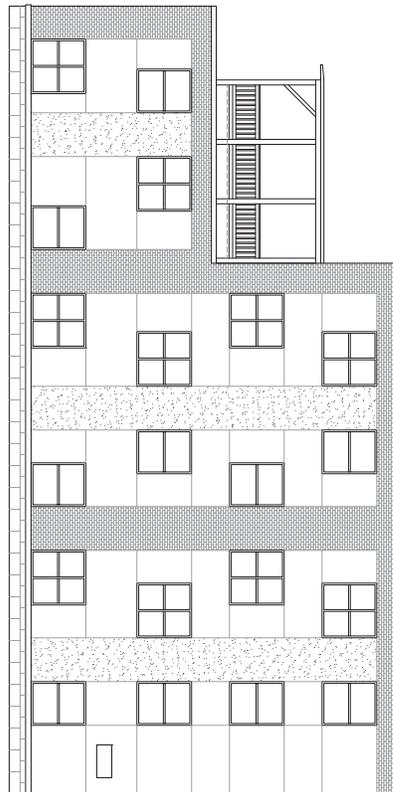
- THIN BRICK
- STONE CLAD OVER 7" OAK STONE BLOCKS
- TEXTURED METAL INSULATED PANELS
- FLAT METAL INSULATED PANELS



**1** SOUTH INNER COURTYARD ELEVATION  
SCALE 3/8" = 1'-0"

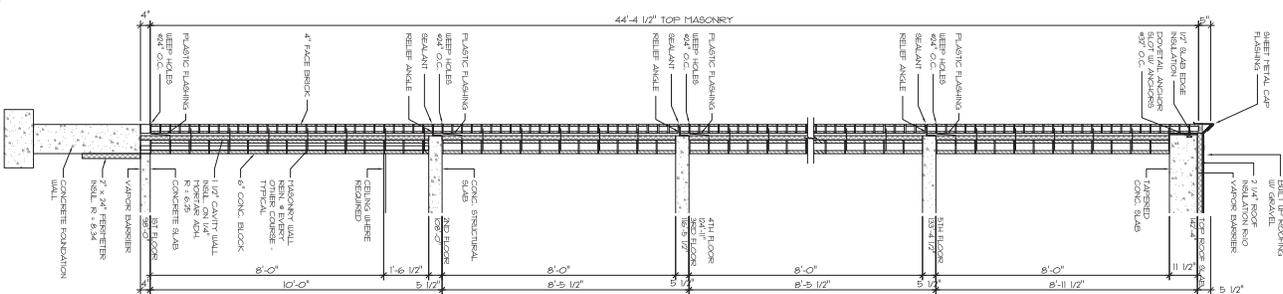


**2** NORTH INNER COURTYARD ELEVATION  
SCALE 3/8" = 1'-0"

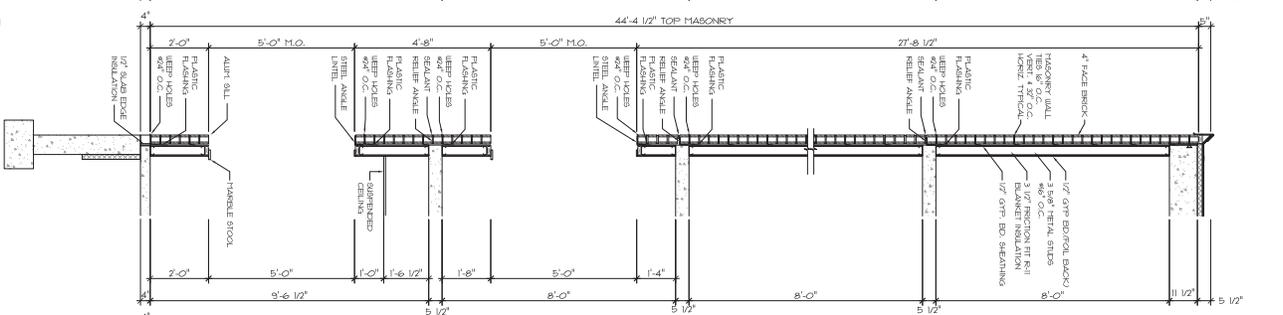


- LEGEND OF MATERIALS
- THIN BRICK
  - STONE CAP OVER STONE BLOCK
  - FLAT METAL INSULATED PANELS
  - EXPOSED METAL INSULATED PANELS

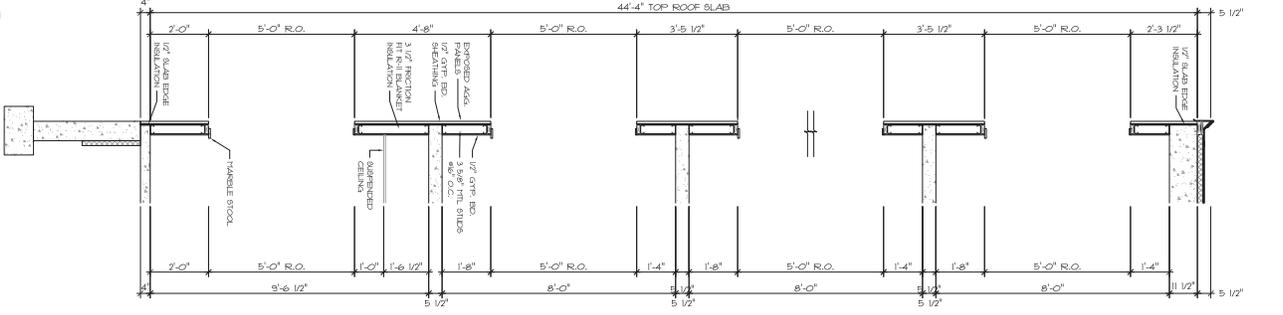
**1** WALL SECTION @ BRG WALL  
SCALE: 1/2" = 1'-0"



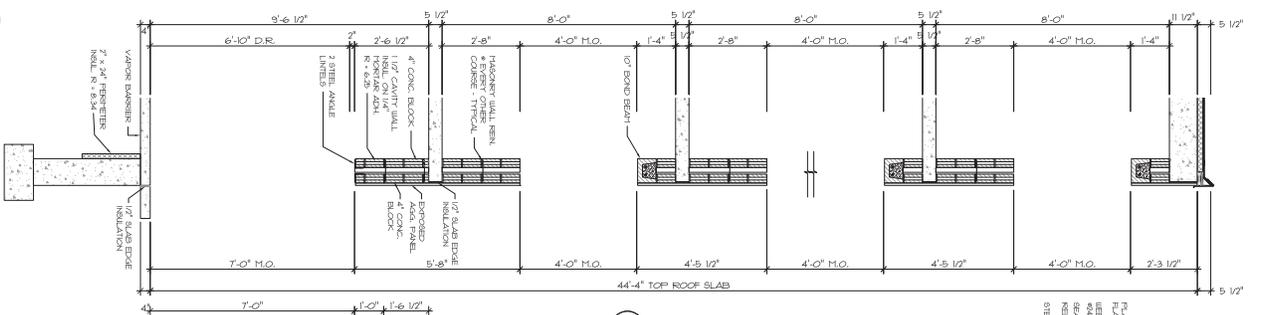
**2** EXTERIOR ART. WALL SECTION  
SCALE: 1/2" = 1'-0"



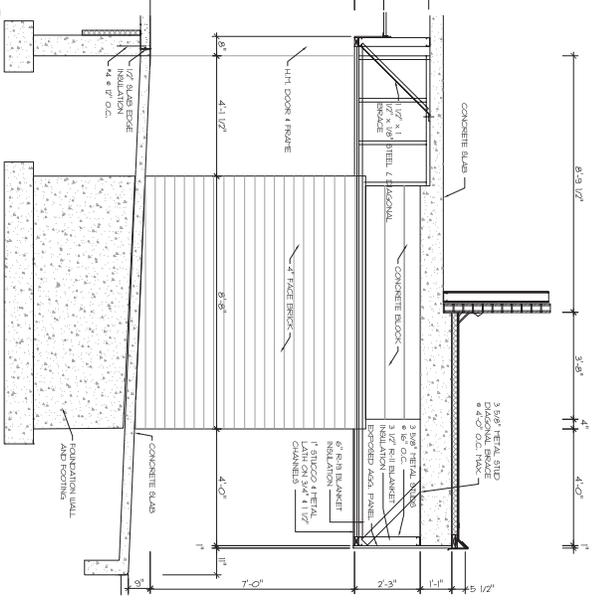
**3** WALL SECTION @ LOUNGE  
SCALE: 1/2" = 1'-0"



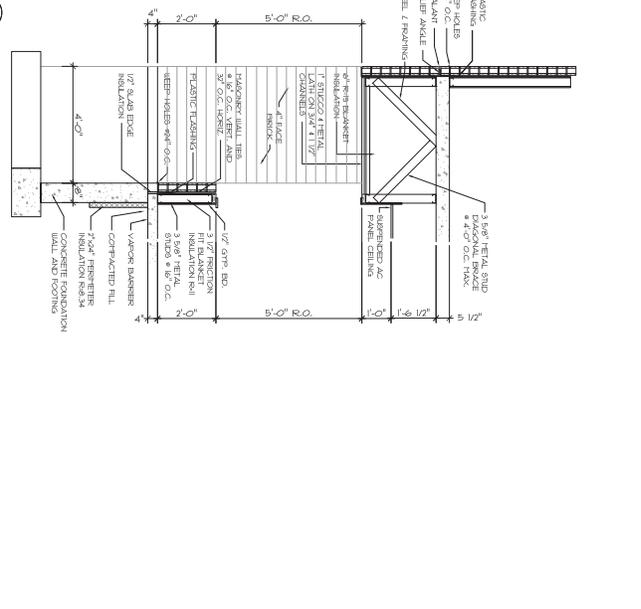
**4** WALL SECTION @ STAIRS  
SCALE: 1/2" = 1'-0"



**5** PARTIAL WALL SECTION @ ENTRANCE  
SCALE: 1/2" = 1'-0"



**6** PARTIAL SECTION @ CONTINITY ROOF  
SCALE: 1/2" = 1'-0"





# Memo

**Plan Staff**

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

## City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission  
From: Plan Staff  
CC:  
Date: 12/1/2016  
Re: Historic Preservation enforcement, violations, and education. *This item is for discussion purposes only.*

The Historic Preservation Design Review Commission members have inquired about penalty provisions for violators of Chapter 22: Historic Preservation / Design Review and the Historic Preservation Design Review Guidelines. Furthermore, questions have arose regarding how those within the historic districts or owners of historic properties can be more informed about the requirements. Therefore, the following memo outlines the penalty provisions, enforcement, staff procedures, and educational opportunities.

Below I have provided the penalty provisions outlined in Chapter 22.

### ***Part 12. Penalties for Violations***

*Any person or persons violating any provision of this section shall be fined two hundred dollars (\$200) for each separate violation. Each and every day during which a violation continues shall be deemed to be a separate offense. Notice of violations shall be issued by the building inspector. If the violations remain uncorrected after the time specified in the notice, the city may, at its election, impose fines and/or have the violations corrected at city expense and have a lien placed against the property equal to the cost of the repairs, plus applicable fines and administrative costs.*

The City does not have a single enforcer of Chapter 22 and the design guidelines. The majority of violation notice occurs through complaints or from inspections occurring for routine duties. Upon notice of a violation, a letter citing the violation, penalty provisions, correction procedure and/or design review procedure through the Commission is provided to the property owner. If contact is made with the property owner in a reasonable time and the property owner is pursuing correction or review, no penalty is given. Often times a property owner will perform an irreversible act that would have required review by the Commission, and is approved after the fact due to the hardship created from the act. In this instance no penalty is typically administered, unless a permit was required and not obtained, which would trigger double permit fees. Staff typically provides the violator with necessary time to act or

correct the violation and takes into consideration other factors such as weather, costs, and complexity. Should a violator be issued a penalty in the form of a fee, it may create negative feeling towards historic preservation. Instead, staff would recommend property owners within historic districts be informed about the guidelines and requirements. Some education has occurred with the inception of the Façade Improvement Grant Program, Historic Preservation workshop, and proposed historic district meetings, as property owners were notified via mailed letters, and citizens via press release and social media avenues. Another conduit for education is via realtors, as they can notify homeowners buying or selling a historic home or property of the benefits and requirements. Lastly, educational materials such as brochures, pamphlets, and fact sheets can be created and distributed throughout the community and districts.

Based on the above summary, staff would encourage discussion amongst the Commission and public regarding violation penalties, enforcement, and education. Once feedback is obtained, staff can take the proper actions relating to potential changes from the discussion.