

## AGENDA

### HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

**Wednesday, December 7, 2011 – 4:30 PM**

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

(A Quorum of the Common Council may attend this meeting)

Discussion and possible action on the following:

1. Approval of the report from the October 5, 2011 meeting.
2. Request from Luke Hilgers, for an exterior building review for the replacement of the front door at **1141 Main Street (Parcel ID 2408-32-2026-01)**.
3. Updating Chapter 22 (Historic Preservation / Design Review) of the Stevens Point Revised Municipal Code and the Design Guidelines for the Historic Preservation / Design Review Commission.
4. Other business.
5. Adjourn.

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Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

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REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, October 5, 2011 – 4:30 p.m.

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

PRESENT: Alderperson Mary Stroik, Commissioner Tim Siebert, Commissioner Jack Curtis, Commissioner Kathy Kruthoff, and Commissioner Karl Halsey.

ALSO PRESENT: Community Development Director Michael Ostrowski, Kristin Mertes, and Cathy Dugan.

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INDEX:

1. Approval of the report from the September 7, 2011 meeting.
  2. Discussion and possible action on a request from Kristin Mertes of Kristin's Riverwalk Food & Spirits, for an exterior building review for the replacement of the roof over the canopy at 1140 Clark Street (Parcel ID 2408-32-2026-32).
  3. Discussion and possible action on updating Chapter 22 (Historic Preservation / Design Review) of the Stevens Point Revised Municipal Code and the Design Guidelines for the Historic Preservation / Design Review Commission.
  4. Other business.
  5. Adjourn.
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1. Approval of the report from the September 7, 2011 meeting.

**Motion by Commissioner Siebert to approve the report as presented; seconded by Alderperson Stroik. Motion carried 5-0.**

2. Discussion and possible action on a request from Kristin Mertes of Kristin's Riverwalk Food & Spirits, for an exterior building review for the replacement of the roof over the canopy at 1140 Clark Street (Parcel ID 2408-32-2026-32).

Ms. Mertes indicated that the building suffered some storm damage this summer, as part of the wood siding fell onto the roof and damaged the cedar shakes. She said the roof needs to be replaced and she would like to replace it with metal panels that are burgundy in color. She feels the metal panels are more durable and clean looking. She indicated that many of the Polish buildings in Stevens Point have the metal roof. As part of replacing the cedar shakes, she would remove all the stuff on the roof including the crates. In addition, she does not plan to replace the wood siding that fell off the building, leaving the brick and window exposed.

Commissioner Kruthoff said the cedar shakes are recent and not historic, as shown by the images provided to the commissioners in the staff report. She indicated that she does not have any concern with the proposed materials.

Commissioner Seibert asked if Ms. Mertes ever thought about going back to a flat roof. Ms. Mertes indicated that the flat roof can cause issues with the rain and snow. Commissioner Seibert said he is hesitant to use metal panels as he does not know how they will work and the metal may look tacky. He commended Ms. Mertes for leaving the wood paneling off and exposing the brick and window

above the roof. Ms. Mertes indicated that she will be using trim as indicated in the plans, so there will be a finished look to the roof.

Commissioner Kruthoff asked if the pitch of the roof will remain the same. Ms. Mertes indicated that it would.

Ms. Mertes indicated that she has also looked at removing the wood siding below the canopy, but the adhesive has damaged the brick.

Commissioner Seibert indicated that he prefers to have a flat roof.

Commissioner Halsey indicated that her insurance company may have a problem with a flat roof. They may want it at an angle.

Director Ostrowski asked if the canopy is finished off under the roof. He also indicated that the roof faces south, so the snow may not be an issue. The concern that he has is the possibility of icing on the roof and having the ice slide off when the sun warms the roof. Since the roof is over the sidewalk, the ice would fall into the roadway. Ms. Mertes indicated that the canopy is finished off

Commissioner Seibert indicated that they could install snow jacks, which would break up the ice, but they do not always look aesthetically pleasing.

Commissioner Seibert asked if she could look at doing a flat roof. Ms. Mertes said she could look into it. Commissioner Seibert said he would like her to investigate doing a flat roof and if it is not a viable option, then allow Director Ostrowski and Chairperson Beveridge to approve the change.

**Motion by Commissioner Siebert to have Ms. Mertes investigate doing a flat roof and if it is not a viable option, then allow Director Ostrowski and Chairperson Beveridge to approve the change; seconded by Alderperson Stroik. Motion carried 5-0.**

3. Discussion and possible action on updating Chapter 22 (Historic Preservation / Design Review) of the Stevens Point Revised Municipal Code and the Design Guidelines for the Historic Preservation / Design Review Commission.

Discussion occurred regarding the current design guidelines. It was decided the Commission would like to use the design guidelines from Washington, North Carolina as a template. The commissioner asked Director Ostrowski to contact Washington, North Carolina to see if they would allow the use of their guidelines in whole or in part.

4. Other business.

There was no other business.

5. Adjourn.

**Motion by Commissioner Seibert to adjourn; seconded by Commissioner Kruthoff. Motion carried 5-0.**

**Meeting adjourned at 5:25 PM.**

# Administrative Staff Report

**Hilger's Door Review**  
**1141 Main Street**  
**December 7, 2011**



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Luke Hilgers</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director Community Development Ph: (715) 346-1567 Fax: (715) 346-1498 mostrowski@stevenspoint.com</li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2408-32-2026-01</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• "B-3" Central Business District</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Downtown District</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 1 – Beveridge</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Actual Frontage: 68 feet</li><li>• Effective Depth: 83 feet</li><li>• Square Footage: 5,644</li><li>• Acreage: 0.130</li></ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"><li>• Year Built: 1961 (50 years)</li><li>• Number of Stories: 2</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Restaurant</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• Chapter 22</li></ul>	<p><b>Request</b></p> <p>Request from Luke Hilgers, for an exterior building review for the replacement of the front door at <b>1141 Main Street (Parcel ID 2408-32-2026-01)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Parcel Data Sheet</li><li>• Project Description</li></ul> <p><b>City Official Design Review / Historic District</b></p> <ul style="list-style-type: none"><li>• Design Review District</li><li>• Main Street Historic District</li></ul> <p><b>Staff Introduction</b></p> <p>Recently, the door was replaced on the building located at 1141 Main Street. The door was replaced without first getting approval from the Historic Preservation Design Review Commission. Mr. Hilgers is requesting that the door that had been installed be allowed to remain on the building. Mr. Hilgers has indicated that the current plan is to have the external woodwork repainted next spring. The current door and exterior woodwork are white in color.</p>  <p><b>Staff Recommendation</b></p> <p>With regards to the design guidelines, the following would apply to this request:</p> <ul style="list-style-type: none"><li>• New storefront doors should match or closely resemble a traditional storefront door (i.e. contain large glass panels).</li><li>• Wooden replacement doors and frames are encouraged. Colonial, cross-buck or other such stylized doors are usually inappropriate in older commercial districts and shall not be permitted.</li><li>• Metal doors and frames (permanent or storm) should be either painted or</li></ul>
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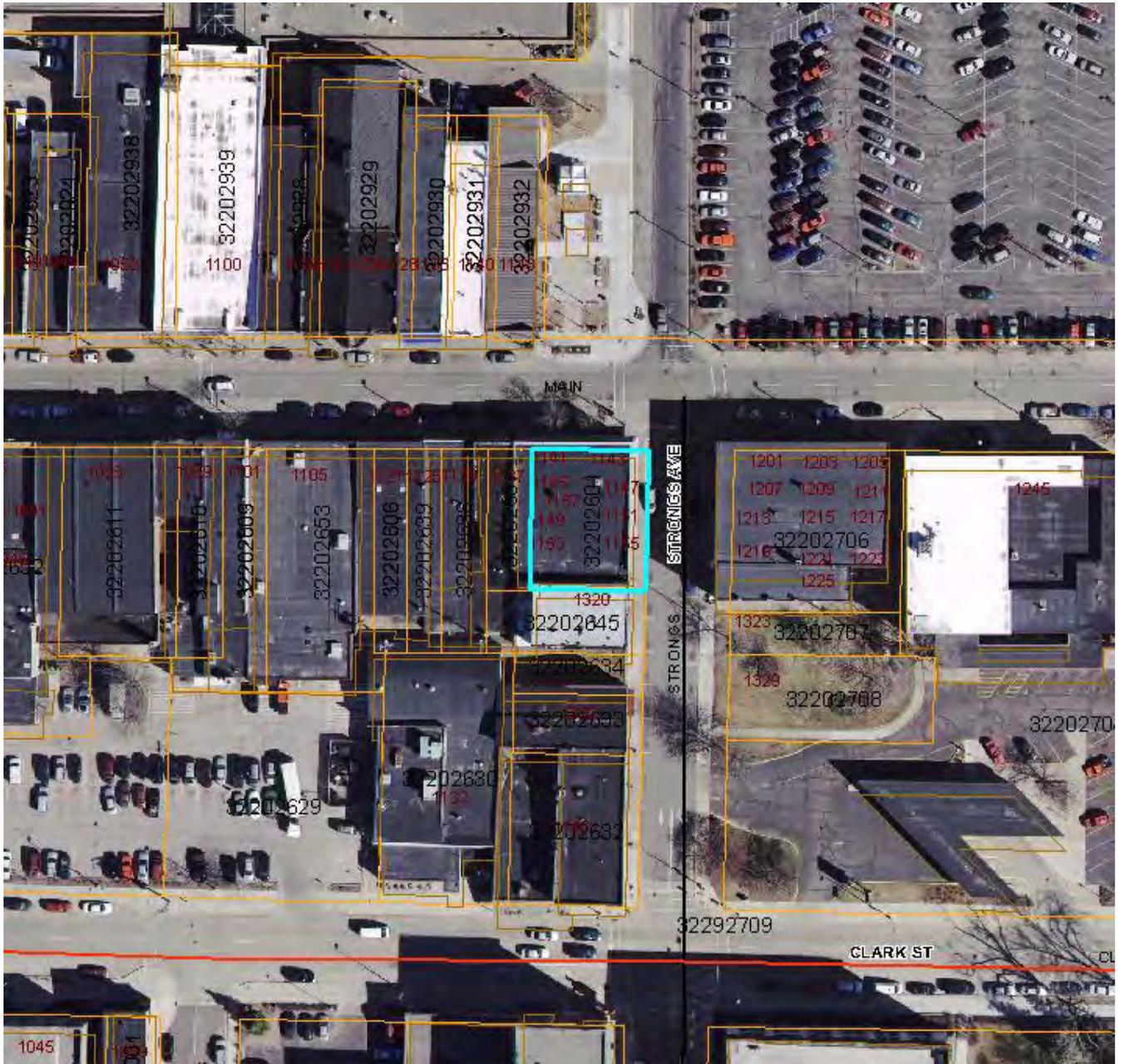
anodized with a dark finish rather than left in a natural metal finish.

In reviewing the design guidelines for this project, the previous door was about 50% glass, where the proposed door has an oval glass opening on about half of the top 50% of the door. One of the standards is to closely resemble a traditional storefront and have large glass panels. The door that has been installed does not have large glass panels. In addition, the door that has been installed is in contrast to the current color scheme of the building. The door and trim are bright white in color and staff feels that it does not fit the character of the building, nor the surrounding properties.

Staff would recommend that a more traditional door be installed, as opposed to the door that has been installed. However, if the Commission decides to allow the door to remain, staff would recommend that it be painted so that it is not so in contrast with the building.

Also, in regards to the statement in the project description about the contractor receiving approval from the building inspectors, the inspectors have indicated that they did not grant approval of the door replacement, as it would need to be reviewed by the HPDRC.

# Vicinity Map



Name and Address		Parcel #	Alt Parcel #	Land Use
Rural Estates LLC 8215 County Rd I Custer, WI 54423		240832202601	240832202601	Store, Retail / Office
		Property Address		Neighborhood
		1141-57 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Rural Estates LLC	11/17/2008	\$451,400	Quit Claim Deed	724751		Land & Build.
Rural Estate LLC &	11/17/2008	\$451,400	Warranty Deed	724750		Land & Build.
Rural Estate LLC &	8/7/2003	\$470,000	Land Contract	640785		Land & Build.

**SITE DATA**

**PERMITS**

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
68.0	68.0	83.0	5,644.0	0.130	10/18/2011	11-747	\$1,500	020 Electrical	adding switches/chan
					3/22/2011	37647	\$4,500	066 Plumbing	kitchen/bathroom for a
					3/22/2011	37647	\$3,000	042 Interior Renov/Re	convert to apartment
					3/22/2011	37647	\$8,500	020 Electrical	convert to apartment
					3/22/2011	37647	\$0	002 Air Conditioning &	apartment
					8/6/2010	37251	\$6,275	002 Air Conditioning &	install furnace & air co

**2011 ASSESSED VALUE**

Class	Land	Improvements	Total
B-Commercial	\$44,700	\$406,700	\$451,400
<b>Total</b>	<b>\$44,700</b>	<b>\$406,700</b>	<b>\$451,400</b>

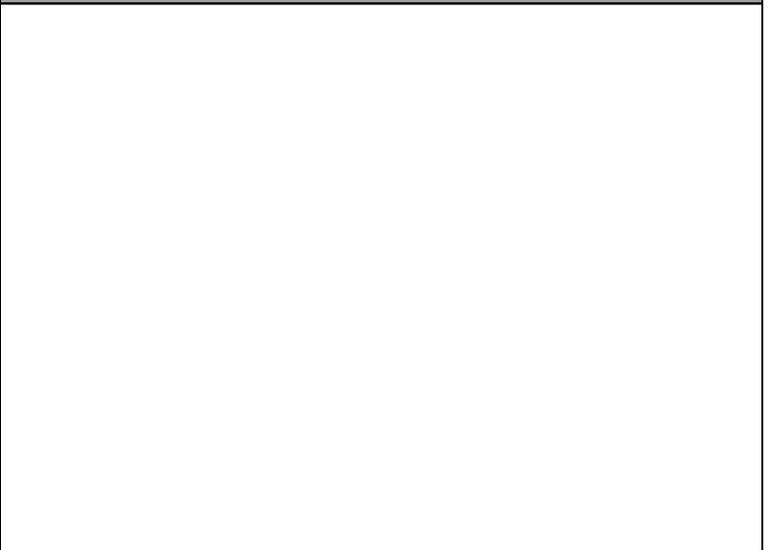
**LEGAL DESCRIPTION**

LOT 1 CSM#3391-12-49 BNG PRT NE NW S32 T24 R8 724750 724751

**PROPERTY IMAGE**



**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Rural Estates LLC 8215 County Rd I Custer, WI 54423		240832202601	240832202601	Store, Retail / Office
		Property Address		Neighborhood
		1141-57 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1887	5,100	Masonry - Avg	14
1	2	Apts (C avg)	1887	5,100	Masonry - Avg	14

Total Area	10,200
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**BASEMENT DATA****COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Office Bsmnt - Unfinished	5,100				

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS****STRUCTURE DATA**

Site Improvement	Units	Age	50
		Year Built	1887
		Eff. Year	1961
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	2.00
		Business Name	Store w/ Office above

**1141 Main St Door Issue** – The issue with the old door at The Gyro and Kabob Restaurant was that the door would not remain shut on windy days. During the summer this was not of great concern however during storms or windy winter days this would create an unpleasant experience for customers looking to dine down town.

The previous door opened into the restaurant. On windy days the door would not close shut on its own and often when shut by restaurant staff a good gust of wind would reopen the door partially. The previous restaurant owner replaced the door closer to no avail. The building owner, Luke Hilgers, had his maintenance personnel replace the door closer to no avail. A professional door company installed commercial grade door closer which worked initially but after normal use of the door the closer weakened to the point of no longer closing the door successfully.

In order to stop the weather related inconveniences to the customers the restaurant staff began locking the door with a sign asking for customers to use a side door. Upon a Spring fire inspection the restaurant was informed that they could not lock the door while customers were within the restaurant.

**1141 Main St Replacement Door** – ABJ Construction was in the process of remodeling an apartment during the summer months of July and August within the same building of 1141 Main St. The building owner and restaurant owner requested that ABJ Construction review the door “issue” and provide a solution that would address the new fire hazard and the inconvenience to downtown visitors dining at the restaurant. It was determined that the door would have to be replaced and if possible have the door open against the direction of the wind typically observed on Main St.

ABJ Construction met with Stevens Point Building Inspectors who approved of the door replacement. ABJ Construction was not aware of needing additional approval from the Historic Preservation/Design Review Commission.

The original door (picture below) was painted of similar color to the building (brown and dark green). It had a square piece of glass that did not run the full length of the door but only ran halfway down. At the time that ABJ Construction placed an order for a replacement door the door of similar design was not in stock through their normal provider. Not knowing when the door would be in stock again and wanting to address the issues sooner than later the door with an oval piece of glass was ordered.

The current plan was to have the external woodwork repainted in the upcoming Spring. To address the door sooner than later a professional painter will be contacted to determine if the outer door can be painted of similar colors to the rest of the building in the current weather conditions.



Previous Door was of similar design.



# Memo

**Michael Ostrowski, Director**  
Community Development  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481  
Ph: (715) 346-1567 • Fax: (715) 346-1498  
mostrowski@stevenspoint.com

## City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission  
From: Michael Ostrowski  
CC:  
Date: 12/1/2011  
Re: Design Guidelines Review and Update

We will continue to review Chapter 22 and the design guidelines.

Please bring the design guidelines and other examples that were supplied to you previously. If you need additional copies, please contact me prior to the meeting.

If you should have any questions prior to the meeting, please do not hesitate to contact me.