

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, March 5, 2013 –4:00 p.m.

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

PRESENT: Lee Beveridge, Alderperson Mary Stroik, George Hanson, and Tom Baldischwiler.

ABSENT: Tim Siebert - excused

ALSO PRESENT: Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Andrew Beveridge, Dan Drexler, Steve Smith, Noah Eschenbauch, and Cathy Dugan.

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Discussion and possible action on the following:

1. Approval of the report from the February 5, 2014 HP/DRC meeting.
2. Request from Stratford Sign Company, representing Mid-State Technical College, for design review of a freestanding sign and four walls signs at **1001 Centerpoint Drive (Parcel ID 2408-32-2029-64)**.
3. Request from Noah Eschenbauch for façade improvement grant funds in the amount of \$11,187 and design review for exterior building work at **925-33 Clark Street (Parcel ID 2408-32-2019-02)**.
4. Request from the City of Stevens Point for design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (**Parcel ID's 2408-32-2029-66 and 2408-32-2029-65**).
5. Determination of process and procedures relating to the designation of potential historic properties, buildings, and districts identified within the Intensive Survey report.
6. Adjourn.

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1. Approval of the report from the February 5, 2014 HP/DRC meeting.

Motion by Commissioner Hanson to approve the report from the February 5, 2014 HP/DRC meeting; seconded by Alderperson M. Stroik. Motion carried 3-0.

2. Request from Stratford Sign Company, representing Mid-State Technical College, for design review of a freestanding sign and four walls signs at **1001 Centerpoint Drive (Parcel ID 2408-32-2029-64)**.

Director Ostrowski explained on Monday Mid-State received approval from the Plan Commission for a sign variance to allow for a larger free standing sign. All of the other wall signs met the sign requirements, however the commission must still review the design as they fall within the downtown historic / design review district.

Commissioner Hanson asked where the free standing sign would be placed, to which Steve Smith from Mid-State explained by the Centerpoint Drive building entrance. Director Ostrowski then pointed out the diagram for sign placement on page five of the staff report. Commissioner Hanson continued to express his concern regarding sign placement to ensure visibility prior to the property entrance on Centerpoint Drive so as not to be missed or cause traffic concerns. Director Ostrowski

explained the sign would need to remain on the Mid-State property which begins at the west line of Third Street. Dan Drexler of Stratford Sign Company stated the design of the sign included the visibility concerns and due to the amount of utilities at the corner, exact placement has yet to be determined. Mr. Smith added they are waiting until some of the snow melts to determine a location with the best visibility. He also stated they are working with the city on a way-finding sign plan and will be placing signage on I-39 by exit 158A for northbound traffic and exit 161 for southbound traffic.

Commissioner Beveridge asked if the sign was two sided, to which Mr. Smith stated yes. He also added the Plan Commission did not like the aluminum wrapped sign supports, so they are proposing stone to wrap the supports which matches the exterior of the building.

Commissioner Beveridge then asked if the sign would be lighted, to which Mr. Drexler stated it is internally lit, but only the letters and logo will light up. Commissioner Hanson asked about a reader board, to which Mr. Drexler stated one is proposed directly under the logo and lettering.

Motion by Commissioner Hanson to approve the request from Stratford Sign Company for design review of a freestanding sign and four wall signs at 1001 Centerpoint Drive (Parcel ID 2408-32-2029-64) with the following conditions:

- **Brick or stone matching the building shall encompass the sign supports/base.**
- **Logos and lettering shall only be illuminated on the freestanding sign, backing and board shall be opaque.**
- **A landscaping plan for the freestanding sign shall be submitted and approved by the Community Development Department.**
- **Any recommendations by the Plan Commission pertaining to a sign variance for the free standing sign shall apply to the design review approval.**
- **All electrical wiring shall be hidden from view.**

seconded by Commissioner Beveridge. Motion carried 3-0.

3. Request from Noah Eschenbauch for façade improvement grant funds in the amount of \$11,187 and design review for exterior building work at **925-33 Clark Street (Parcel ID 2408-32-2019-02)**.

Director Ostrowski explained that Noah Eschenbauch is requesting approval for façade work and to access grant funds for exterior façade renovations including windows, storefronts, doors, and masonry. There is an \$800.00 discrepancy in amounts requested versus the amount determined in the staff report due to the window/glass bids of K & W and Esser glass. Mr. Eschenbauch explained his uncertainty of the bid from K & W and whether the installation of three doors was included. The applicant furthermore stated an updated bid would be submitted, however Esser glass is favored.

Commissioner Hanson asked for clarification of the proposed and existing renderings on page 48 of the staff report. Mr. Eschenbauch explained that they will be replacing all glass, removing the aluminum paneling, installing transom windows, and performing masonry repairs. Commissioner Hanson pointed out that one bid states single pane whereas the other states double pane, to which Mr. Eschenbauch stated all are proposed to be one inch thick double pane low E glass windows. Commissioner Beveridge asked about some of the windows being blocked, to which Mr. Eschenbauch explained a few windows on the west façade utilize mechanical equipment that will remain.

Commissioner Hanson asked what the plan was for the middle entrance, to which Mr. Eschenbauch pointed out transom windows are proposed, carrying the same line throughout the storefront. He continued stating both of the commercial spaces are being remodeled and brought up to code, along with second floor apartments.

Commissioner Hanson then asked what would be done about the portion of the building that was Church's Plumbing and Heating, and the previous truck ramp. Mr. Eschenbauch explained on the east side of the building there was a garage door into the building, which at this time will remain enclosed and covered. Right now the garage door is sealed with spray foam; that area had been used as storage space in the past and will probably remain as storage.

Commissioner Beveridge asked what was under the metal at the front, to which Mr. Eschenbauch stated glass may be underneath. He is unsure if it is original to the building, however it is proposed to be removed and replaced with energy efficient windows. Commission Beveridge stated that if the glass is original, and intact, it should not be removed.

Economic Development Specialist Kyle Kearns asked that a staff recommendation be added that states once the storefront is exposed we would inspect the property and assist in determining actions regarding restoration activities. He then clarified that the A & I bid which includes single hung windows on the second floor, and that the bids from River City and Esser both include double hung. Mr. Eschenbauch stated single hung windows are preferred on the second floor, which will all be aluminum to match the store front. Windows around the rest of the building will be the exact same model of window and color, however constructed of vinyl.

Commissioner Beveridge asked if there was a plan to maintain the projecting signs, to which Mr. Eschenbauch stated Galaxy Hobby will be maintained, however the east storefront will be an office for his apartment rental business which may also eventually utilize the existing frame.

Aldersperson Mary Stroik asked if there was enough parking, to which Mr. Eschenbauch stated yes, we own the lot to the west of the building and have a full parking lot.

Mr. Eschenbauch asked for the commission's input regarding future painting of the eastern façade of the building, which abuts Father Fat's outside dining area. Director Ostrowski pointed out that the area is already painted. Mr. Kearns stated as the façade is visible from Third Street and staff and the commission should be notified prior to any painting as design review may be required.

Commissioner Tom Baldischwiler arrived at 4:21 PM.

Commissioner Hanson asked for clarification regarding the bricked up window and door openings. Mr. Eschenbauch stated one of the doors is a fire escape door on the southwest side and would remain a solid steel door. The other door accesses an apartment and is proposed to be replaced with an egress window if the building code allows.

Cathy Dugan, 615 Sommers Street, commented that windows on the side and rear façades are proposed to be vinyl, which is not usually permitted. Also, she pointed out the east side windows have a rounded top. Mr. Eschenbauch responded stating the original window is a square window with rounded brick. The proposed renovation plan shows vinyl windows for the east, west, and south facades, but will have a color that matches the windows on the front of the building.

Motion by Commissioner Hanson to approve the request from Noah Eschenbauch for façade improvement grand funds in the amount of \$10,278.60 and design review for exterior building work at 925-33 Clark Street (Parcel ID 2408-32-2019-02) with the following conditions:

- The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project.
- The applicant shall notify the designated agent and Commission chairperson subsequent to the removal of existing storefront materials upon which adequate review will occur relating to the renovation and rehabilitation activities proposed for the storefront.
- Type N mortar as defined by the American Society for Testing and Materials (ASTM) shall be used, matching in color and texture to the original mortar.
- All windows, commercial and/or residential, including window trim shall match in color.
- Second story, storefront windows shall match that of the original window design.
- All windows shall match that exactly of the window opening, except that on the east side of the building the windows will not have a rounded top, but rather an insert.
- Storefront doors and door framing shall match in color and material to the residential storefront windows.
- Mullions shall be carried across the entire storefront including those for the middle storefront entrance.
- The applicant shall submit an updated bid from K & W Glass Inc. for renovation and rehabilitation of the first floor storefront including all applicable improvement activates to be reviewed by the designated agent and Commission chairperson.
- The building name and date plate on the north façade shall be maintained.
- All work shall be completed within one year.
- Project must adhere to Façade Improvement Grant Program Guidelines.
- No funds shall be disbursed until project is fully completed.
- Any additional renovation and rehabilitation activities to the exterior façade not included within this façade grant and design review request shall be prohibited unless approval is received by the commission and/or designated agent.
- The maximum City participation shall not exceed \$10,278.60 and no individual cost shall exceed the following, unless approval has been given to the HP/DRC chairperson and designated agent in reviewing additional bids or building improvements:

Improvements	Details	Proposed Matching Grant Assistance
2nd Story North	A & I Exteriors – \$5,434.12(Includes	\$2,717.06

Façade Windows	materials – \$3,719.84, labor – \$800.00, wrapping – \$800.00 & disposal – \$114.28)	
Storefront Windows & Doors	K & W Glass Inc. – \$11,123.00	\$5,561.50
Masonry	Thomas Masonry – \$4,000.00	\$2,000.00
TOTAL (Lowest Bid)		\$10,278.60

seconded by Alderperson Mary Stroik. Motion carried 4-0.

- Request from the City of Stevens Point for design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (**Parcel ID's 2408-32-2029-66 and 2408-32-2029-65**).

Director Ostrowski explained these are the dumpster corrals that are proposed for Municipal lot 16 between the Mid-State building and the Great Lakes facility. Two locations were identified. The exterior material will be similar to the dumpster corral on the square, but will be shorter and will not have brick pillars.

Commissioner Hanson asked what businesses would be using dumpster two, and if it will be adequate to meet the needs of the Fox Theater. Director Ostrowski answered the Fox Theater, Guu's, and other businesses will utilize the dumpster.

Commissioner Beveridge questioned the utilization of space east of service court two, to which Director Ostrowski responded Guu's would likely install a patio development, with the remaining portion developed as greenspace.

Motion by Commissioner Hanson to approve the request from the City of Stevens Point for the design review of dumpster corrals within municipal lot 16, north of Main Street and between Third Street and Strongs Avenue (Parcel ID's 2408-32-2029-66 and 2408-32-2029-65) with the condition that the chairperson and designated agent shall have the authority to make minor changes, seconded by Commissioner Baldischwiler. Motion carried 4-0.

- Determination of process and procedures relating to the designation of potential historic properties, buildings, and districts identified within the Intensive Survey report.

Economic Development Specialist Kyle Kearns explained the commission's interest to nominate additional historic districts and the process for nomination to the National Register. Within the 2011 Intensive Survey, recommendations and nomination forms were included for five districts. Prior to creating the districts, the state also has a review process that includes a questionnaire to be sure

eligibility exists. The process is quite lengthy, taking up to two years to complete. Included in the packet is a listing of the current districts and/or individual properties designations that are currently in the city. Director Ostrowski added there are two different designations; locally designated and state/national designation. Local designation follows the city's Design Review Guidelines, along with the states. Furthermore, nationally registered properties or districts are eligible to receive tax credits totaling up to 40% for rehabilitation improvements. To offer additional assistance to designation districts, façade grant funds or another improvement program could be offered which could garner support for a local designation.

Commissioner Hanson asked if the historic district designation will help keep structures as single family residences rather than multiple family dwellings. Director Ostrowski responded stating the structures could be converted as the guidelines only regulate the exterior, unless they take the tax credits. The zoning ordinance regulates the occupancy and use.

Commissioner Beveridge asked where we start. Mr. Kearns explained we would start by creating an outline on how to proceed, to have a document in place to help guide the process and identify a timeline for that process. Once complete, the outline and timeline would be reviewed by the commission for approval. The educational component to inform the property owners, along with submission of the state questionnaires would follow. Director Ostrowski added that he would like to include a representative from the Wisconsin Historical Society during presentations to the property owners to answer any questions. Commissioner Beveridge pointed out there will be an initial fear by property owners, to which Director Ostrowski agreed, furthermore demonstrating the need for a state representative.

Cathy Dugan, 615 Sommers Street, stated she is hopeful to have citizens help with the educational portion, and if presented in the right way to the property owners, it can be helpful.

Director Ostrowski stated Joe DeRose or someone else at the Wisconsin Historical Society can be contacted before the next meeting to explain the process for district nomination and provide examples from other communities.

6. Adjourn.

Meeting adjourned at 4:54 p.m.