

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, November 5, 2014 –4:00 p.m.

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

PRESENT: Alderperson Mary Stroik, Commissioner Tim Siebert, Commissioner George Hanson, Commissioner Tom Baldischwiler, and Commissioner Karl Halsey.

EXCUSED: Chairperson Lee Beveridge

ALSO PRESENT: Director Michael Ostrowski and Associate Planner Kyle Kearns.

INDEX:

Discussion and possible action on the following:

1. Approval of the report from the September 17, 2014 HP/DRC meeting.
2. Request from Hope & Domenico Gallo to place a 10 foot by 16 foot accessory shed at **1808 Clark Street (2408-32-1036-15)**.
3. Downtown façade improvement grant program summary.
4. Plaques for historic buildings.
5. Adjourn.

Motion by Commissioner Hanson to nominate Commissioner Siebert to chair the meeting; seconded by Alderperson Mary Stroik. Motion carried 4-0.

1. Approval of the report from the September 17, 2014 HP/DRC meeting.

Motion by Alderperson Mary Stroik to approve the report from the September 17, 2014 HP/DRC meeting; seconded by Commissioner Hanson. Motion carried 4-0

2. Request from Hope & Domenico Gallo to place a 10 foot by 16 foot accessory shed at **1808 Clark Street (2408-32-1036-15)**.

Economic Specialist Kyle Kearns explained that the proposed shed already exists on site had has not received proper approval by the commission. The shed currently sits on blocks, as the applicant was unsure of the permanent placement and foundation. Mr. Kearns indicated that the design guidelines state the shed should be in the portion of the property that is located furthest back from any right-of-way. Furthermore, as it is visible along Phillips Street, a condition has been added to screen the structure. Also, staff is recommending a paint scheme to match the primary structure.

Commissioner Halsey asked if it was permissible to have three structures on a property, to which Director Ostrowski state you are allowed to have up to 900 square feet of accessory structures.

Commissioner Siebert pointed out the structure is out of place with the style and color of the house. Commissioner Hanson suggested if they paint trim around windows and doors, similar to the home using a three color scheme the shed would match much better. Furthermore, Commissioner Hanson pointed out the existing detached garage which has a vinyl white garage door and plywood garage door that does not meet the design guidelines.

Commissioner Siebert identified that the staff recommendations do not address the door of the shed which does not match the home. He is not in favor of shed door due to its barn-like appearance.

Motion by Commissioner Hanson to approve the 10 foot by 16 foot accessory shed at 1808 Clark Street (2408-32-1036-15) with the following conditions:

- **The shed shall be painted using a three color scheme, matching the primary structure. Furthermore, the applicant shall submit colors to be reviewed by the chairperson and designated agent.**
- **The shed shall be permanently positioned in the northwest part of the property.**
- **Screening in the form of bushes, shrubs, or flowers shall exist along the east side of the shed if the shed is positioned to face east.**
- **Applicable zoning requirements within the district regarding accessory structures shall be met.**
- **Applicable building permits shall be obtained from the Community Development Department.**
- **The chairperson and designated agent shall have the ability to approve minor changes or substitutions.**

seconded by Commissioner Halsey.

Commissioner Hanson amended the motion adding the following condition:

- **An approved hard surface shall be installed to serve as a foundation for the shed prior to permanent placement on the property. The hard surface shall be approved by the chairperson and designated agent.**

Commissioner Halsey confirmed the amendment and seconded.

Motion carried 4-0.

3. **Downtown façade improvement grant program summary.**

Director Ostrowski stated a façade improvement grantee has recently submitted receipts for reimbursement. Mr. Kearns added those numbers have not been included in the spreadsheet presented in the memo, but approximately \$166,000.00 of the grant funds have been allocated.

This does take into consideration what has been reimbursed and what has been approved. The fund balance is approximately \$133,000.00 of which can still be awarded. Commissioner Siebert asked if there has been any more discussion as to putting more money towards this. Director Ostrowski stated the program has been well received and has the possibility to receive more funds. The potential exists to utilize approximately \$60,000 from a dormant downtown loan program. Also, the potential exists for a shift of focus towards historic neighborhoods and the creation of programs for home owners.

4. Plaques for historic buildings.

Mr. Kearns explained his research regarding plaques was performed at the State and National level, of which references for different contractors were recommended. He narrowed it down to three companies who would be the most cost effective.

Commissioner Hanson asked how many plaques we would be purchasing, to which Mr. Kearns stated it is up to the commission. Plaques can be provided to the properties which received the façade grant; eleven in total thus far. Commissioner Hanson then asked about the wording on the plaques, as well as, a starting and ending point of plaque distribution, such as a walking tour. Mr. Kearns stated the exact wording would be determined by the commission and can include construction dates or other information. He also suggested a pamphlet which could provide further information regarding buildings, along with a historical walking tour.

Commissioner Siebert questioned why we don't have a plaque identifying our historic districts prior to entering, and also stated a plaque requires a building owners' permission. Commissioner Halsey pointed out that if they are receiving the funds, most property owners wouldn't mind a plaque. Director Ostrowski added that all the buildings downtown could be analyzed prior to the installation of plaques. Commissioner Hanson likes the idea and would like to see what the property owners think about the funds and the plaques. Director Ostrowski stated the Association of Downtown Businesses, which has reformulated, could be used as a resource when utilizing the plaques.

5. Adjourn.

Meeting adjourned at 4:45 p.m.