

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday March 2, 2016 – 4:30 PM

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

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

ABSENT: Commissioner Debauch

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, Director Schrader, Pat Barlow, Diana Barlow, Dennis Grubba, Tim Anderson, Mike Beacom, Al Tessmann, Carey Larson, David Shorr, and Dan Helwig

INDEX:

Discussion and possible action on the following:

1. A physical inspection of the sites described below by the Commission will take place at **4:00 PM**:
 - The first site to be inspected will be **1035 Main Street Main Street**;
 - And second is **1205 and 1209 Second Street** immediately following the inspection above.

Following the site inspections referenced above, the Commission will convene its formal meeting at **4:30 PM** in the City Conference Room, 1515 Strongs Avenue for discussion and possible action on the following:

2. Approval of the report of the February 3, 2016 HP/DRC meeting.
3. Request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (**Parcel ID 2408-32-2026-53**).
4. Request from Mike Beacom for a conceptual design review of exterior work at **1052 Main Street (Parcel ID 2408-32-2029-38)**. No action will be taken; this item is for discussion purposes only.
5. Request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at **1035-45 Main Street (Parcel ID 2408-32-2026-52)**.
6. Façade Improvement Grant Program summary.
7. Request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at **1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07)**.
8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Piffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.
9. Staff Update (informational purposes only).
10. Adjourn.

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 - And second is **1205 and 1209 Second Street** immediately following the inspection above.

Following the site inspections referenced above, the Commission will convene its formal meeting at **4:30 PM** in the City Conference Room, 1515 Strongs Avenue for discussion and possible action on the following:

2. Approval of the report of the February 3, 2016 HP/DRC meeting.

Motion by Commissioner Siebert to approve the report of the February 3, 2016 HP/DRC meeting; seconded by Alderperson Ryan.

Commissioner Woehr pointed out in the report of the February 3, 2016 HP/DRC meeting, that the motion for agenda item 4 did not show a second. Associate Planner Kearns stated the recording would be reviewed and the report would be amended.

Motion carried 5-0.

3. Request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (**Parcel ID 2408-32-2026-53**).

Associate Planner Kearns explained that Sentry Insurance is requesting to do some façade improvements at 1105 Main Street. All of the proposed work is on the north façade where there is currently EIFS. Decorative components, refabricated awnings, brick veneer columns, lighting, and painting of the exterior with a two color tone scheme are proposed for the building. Director Ostrowski added that Sentry will be locating in the eastern portion of the building and Clay Corners Studio will be vacating the western portion, but the entire façade will be done to match. Associate Planner Kearns continued stating that there are a few conditions that staff has recommended to be sure that work is completed according to the Design Guidelines. Lastly, he mentioned that this is unique in that the EIFS is existing and typically would not be approved, but in this instance the tenant is proposing improvements and the EIFS is not being fully removed. Staff recommends approval with the conditions listed in the staff report.

Motion by Alderperson Ryan to approve the request from the Sentry Insurance for design review approval to perform exterior improvements at 1105 Main Street (Parcel ID 2408-32-2026-53) with the following conditions:

1. EIFS shall be removed behind the brick columns and metal paneling prior to installation.
2. Brick Columns and metal paneling shall be directly connected to the structural backing behind the EIFS to ensure the improvements remain sound and weather resistant.
3. Type N mortar shall be used as defined by the American Society of Testing and materials (ASTM), matching in color and texture to the proposed brick.
4. A sample brick shall be provided to be reviewed and approved by the chairperson and designated agent.
5. Metal details including color, design (i.e. corrugated), etc. shall be submitted to be reviewed and approved by the chairperson and designated agent.

6. EIFS Paint Colors, light brown and gray, shall be submitted for review and approval by the chairperson and designated agent.
7. Light fixtures shall be attached in the brick mortar.
8. Light fixtures shall be black in color.
9. Proposed awning colors, black or brown, shall be submitted for review and approval by the chairperson and designated agent.
10. Awnings shall have a valance similar to the existing awnings.
11. Building codes and zoning ordinance requirements shall be met.
12. All applicable building permits shall be obtained.

seconded by Commissioner Siebert.

Commissioner Scripps asked if there were any objections from the applicants regarding the proposed conditions, to which they stated no.

Commissioner Woehr pointed out the proposed lighting to the façade shines up and down, which is different than the guideline recommendations. Commissioner Beveridge stated a similar concern. Director Ostrowski stated that the lighting is minimal and should not protrude above the building, and that it adds unique element to the building.

Motion carried 5-0.

4. Request from Mike Beacom for a conceptual design review of exterior work at **1052 Main Street (Parcel ID 2408-32-2029-38)**. No action will be taken; this item is for discussion purposes only.

Associate Planner Kearns explained this request is to present a few options as conceptual designs on the Plaza Building. This building was built in 1979 and it was of a style the state historical architect identified as brutalist style. Much of the façade is in need of repair.

Mike Beacom explained he has been looking at and having discussions over the last year as to what can be done with the façade. This building was constructed to give more office space to the downtown area. The pebble façade is a late 70's period artwork technique. The architect is still around, and he did a number of buildings with this technique. He feels it does not match the downtown with all the nice things done through the façade program in the last couple of years. If the city were to explore redoing the program, he would be interested in redoing his building. Preliminary plans for remaking the alley space and working with other groups to bring it back to small retail have been developed. He would like to turn this building from an eyesore into something that really stands out like the Children's Museum. He stated he would like to have more windows as well as some other details that have been done elsewhere downtown. Mr. Beacom continued stating that façade grant funds, and an exclusion from the time period of the building would allow for building improvements that conform to the downtown historic guidelines. Lastly, he stated that there are three facades which would need to be addressed, and he is looking for guidance from the committee.

Commissioner Beveridge asked if the pebble stone is preformed panels, to which Mr. Beacom stated there are few parts that had been repaired, but when repaired, it doesn't match well.

Mr. Beacom also explained that signage would also be a consideration for this property. In general, signage is a challenge and a new design, would create new things that would fit with the progressive ideas that Stevens Point has with signage and fit into some of the things which this committee requires.

Commissioner Beveridge asked if the architectural style and construction materials would be maintained. Commissioner Siebert agreed in keeping the brutalist style. Mr. Beacom stated there may be some re-working of window space, but mostly just getting away from the pebbles. If we have to work within the late 70's time period, we can look at other material options.

Commissioner Scripps asked, if the funds are replenished, what is the amount would he be seeking. Mr. Beacom answered closer to the amount that was funded for Mr. Green's building, as it will be a bigger surface area.

Commissioner Baldischwiler stated that the consideration of consulting the University Arts department is a good idea. Mr. Beacom stated he likes to work with the students to get the excitement back into downtown, as Mr. Green has done at 1055 Main Street.

Director Ostrowski explained that this process is similar as to what is done within the Plan Commission where the project is presented to the commission to get the thoughts and concerns so Mr. Beacom can take that information back and work with his designers to see if he can move the project forward. This request is more of repairing and replacing the façade than it really is of changing the architectural style of the building. He continued identifying that the building presents a challenge of having a pedestrian walkway and store fronts not having visibility on Main Street.

Mr. Beacom showed the commission his ideas for the alley-way and that the store spaces are meant to be co-op space. He then stated his intent to obtain suggestions and feedback from the Commission for the project and signage, as well as draw more attention to those spaces in the alley.

Associate Planner Kearns asked how thick the pebble façade was, to which Mr. Beacom stated approximately $\frac{3}{4}$ inch. Mr. Beacom asked if the committee is exploring continuing the funding, and if the Commission would be open to the idea of something that is outside of the period of the building, but using materials that fit into the downtown.

Commissioner Woehr stated regarding the grant funds, which would be up to staff and the Common Council. Director Ostrowski stated refunding the grant program is a decision by Common Council, and the program has been really successful in renewing the storefronts downtown, and actually attracting a number of businesses and residential tenants to the area.

Mr. Beacom also stated that there is another building he owns on Second Street, which would be a much smaller project, but would definitely apply for the funds for that building façade as well.

Aldersperson Ryan stated he would like to have Mr. Beacom look at the 1920-1930 styles and apply them to this building. He can see improving historic value to the building making it appear inviting and attractive to business. This building is cold and uninviting and does not achieve what the rest of downtown does regarding historic character. Lastly, aldersperson Ryan stated if renderings could show this building blending better with the general era, he would be more in favor of the project.

Mr. Beacom asked does this commission feel comfortable having another bigger project which exceeds the normal cap on funds. Commissioner Scripps stated the last big project was based on the size of the building and that it was equivalent to three times the size of other buildings. She pointed out how would we apply a similar review on this building, which is considerably smaller, but does have three facades, to which Associate Planner Kearns answered you could apply the same calculations to this building, and review all the work on visible facades for consideration. Mr. Kearns also further identified the potential for the project to obtain higher grant funds and also explained that although our design guidelines state that like materials must be used during restoration, if a building or materials cannot be restored and are beyond repair, this may be a candidate for doing a different façade. It has been identified that the building is of a specific era, and should be preserved if possible.

Associate Planner Kearns summarized that Mr. Beacom research façade options for the building that may more so resemble the construction era and architectural style of construction of the building, keeping in mind the commission likely will not approve something that is considered “fake historic” and therefore would not want to see a façade material that does not represent the building’s historic character.

With the approval of the committee, agenda item 8 was moved up to discuss next:

8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.

Associate Planner Kearns explained the request is to demolish the existing bathrooms at the park and to reconstruct them. The current facility was built in the late 70’s or early 80’s. Furthermore, the existing facility is in need of some repairs, has aged, and does not serve the park needs during events. The current buildings are two separate structures connected with a canopy, with which is not very aesthetically appealing. The new facility is approximately 30 x 50 feet which includes a 15 x 30 foot covered seating area, totaling 1500 square feet. Lastly, the architect has tried to match some of the roof lines of the band shell and some of the same materials.

Dan Helwig, architect for the Pfiffner Pioneer Park restroom project, explained that in his design he tried to connect with the band shell, in close proximity. He continued explaining the roof line, windows, and basic design of the new building while referencing a model provided. Mr. Helwig then explained the use of materials used in construction which would be lighter in color and more earth toned. He stated he would like to use larger blocks on the lower portion of the building and mainly corrugated aluminum panels and wood beams which would be open and exposed on the roof.

Motion by Commissioner Siebert to approve the request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at 1200 Crosby Avenue (Parcel ID 2408-32-2008-05) with the following conditions:

- 1. Landscaping details shall be provided to be reviewed and approval by the chairperson and designated agent.**
- 2. Building codes and zoning ordinance requirements shall be met.**
- 3. All applicable building permits shall be obtained.**

- 4. The Chairperson and designated agent shall have the authority to review and approve minor changes to the project, including roofing materials (metal or shingles) and masonry façade.**

seconded by Commissioner Baldischwiler.

Motion carried 5-0.

5. Request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at **1035-45 Main Street (Parcel ID 2408-32-2026-52).**

Associate Planner Kearns explained that the applicant is looking to replace windows in the front, install a new stairwell in the back, new windows, and a new door. Staff has added some conditions to ensure that the door and window trim shall match, the masonry shall be done correctly with regards to mortar, bricks shall match, and the lower window in the back shall not be bricked in. Staff also recommends that the masonry paint color on the back shall match the existing, and that the applicant shall completely remove the alley access doors and brick be restored.

In regards to the condition of a half window by the venting, Mr. Tessmann suggested placing a piece of material in there that would be maintenance free and no brick, so that if anyone in the future wanted to do something with the room, it would be easy to change. He mentioned a surface maintenance free like EIFS, or cedar board with paint, to which Commissioner Beveridge agreed that would preserve the opening.

Commissioner Scripps stated her concern regarding exhaust venting in the winter creating a safety concern on the proposed stairs, to Mr. Tessmann identified the vents could possibly be relocated. Mr. Kearns added that a condition regarding the vents can be added to any motion for approval.

Motion by Commissioner Scripps to approve the request from Al Tessmann, representing the property owner, for design review approval to replace windows and construct a rear staircase at 1035-45 Main Street (Parcel ID 2408-32-2026-52) with the following conditions:

- 1. Wooden windows shall be installed.**
- 2. Window trim/moldings and accents shall be painted a black, bronze, or pewter color to be reviewed and approved by the chairperson and designated agent.**
- 3. New window/door trim or moldings shall match that of the originals being restored.**
- 4. Windows shall be prohibited from having tint.**
- 5. All window sills matching the originals elsewhere on the building shall be installed for new windows.**
- 6. Windows shall fit the full height and width of existing openings.**
- 7. Bricking in the rear (south) façade first floor window shall be prohibited. The applicant shall submit a design and material for the window to be reviewed by the chairperson and designated agent.**
- 8. Details reflecting historic and commercial characteristics shall be submitted for the south (rear) elevation door to be reviewed and approved by the chairperson and designated agent.**
- 9. Building lines along windows shall be preserved and matched along all building facades.**

10. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM), matching in color and texture to the original mortar.
11. Brick matching the original in size and paint color shall be installed under the second floor south (rear) façade middle window.
12. The exterior rear stairwell designs shall be submitted to be reviewed and approved by the chairperson and designated agent. The stairwell shall be constructed of metal and be black in color.
13. Building codes and zoning ordinance requirements shall be met.
14. All applicable building permits shall be obtained.
15. Masonry on the south (rear) façade shall be painted to match the existing paint color.
16. The awning framing on the north (front) façade shall be repaired.
17. The alleyway access doors, framing, and hardware shall be removed and masonry repaired.
18. Exhaust vents on the south (rear) façade shall be relocated so as not to create a safety hazard on the proposed platform and stairwell.

seconded by Commissioner Siebert.

Motion carried 5-0.

6. Façade Improvement Grant Program summary.

Associate Planner Kearns explained that a summary Façade Improvement Grant was supplied showing 13 applicants that have received funding at this point, one of which is still in progress (1055 Main Street). This would be the 14th if approved, with one denial from the program. At this time there is \$32,493.39 left available in the fund, meaning a full grant could be awarded.

Commissioner Scripps asked when the commission would find out if the money would be available again. Associate Planner Kearns answered given the feedback from a few interested parties wondering if the funds are still available, we would likely have a meeting with the treasurer to see if there are funds to be moved for this year, otherwise we would approach finance and council to see if we could allocate money in the 2017 budget cycle to continue the program. Associate Planner Kearns added that a case can be made for additional funds given the positive affect it has had on the downtown. The question will be how much and if there are funds available, or if the council thinks it is important to allocate additional funds to get the other buildings done. Alderperson Ryan added that he feels the majority of the council is pro- downtown, and this would be a good time to bring the fund request back up. Chairperson Beveridge asked what the increased assessment value was to the properties that had accessed the grant funds, to which Associate Planner Kearns answered he did not have those numbers at this time, but it would be helpful to have when asking for the funds from the Common Council. Alderperson Ryan asked if all the grant recipients had pulled permits to be able to figure out increased value, to which Associate Planner Kearns answered that some may not have depending on the scope of work being done, but the assessor can assess the exterior of the building.

7. Request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at **1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07)**.

Associate Planner Kearns explained this is a design review request, as well as a façade grant request. The design review will occur for all sides of the building, regardless if the façade grant is approved. Associate Planner Kearns explained that the presentation is divided up by building elevation which would be the best way to discuss the project and improvements. Mr. Kearns proceeded to summarize the west façade improvement activities and stated the recommended added staff conditions: (1) the steel lintel shall be exposed and not covered by the awning, and (2) the paneling above the middle entrance shall be a transom window or other approved material.

Commissioner Scripps asked if the rosettes still exist under the awning, to which Associate Planner Kearns it is unknown until the start of construction. Associate Planner Kearns added that the applicant is also requesting to clean the upper façade above the windows, copulas, and the other architectural features and possibly repaint, which was not included in the façade grant. Note a condition was added that if other design improvements are not approved in the façade grant, that the applicant shall submit two bids from qualified contractors in order for proposed project activities to be included in the grant.

Commissioner Scripps asked if we are approving façade by façade, to which Associate Planner Kearns stated it would be beneficial for review to occur with each individual façade for design and the grant request, given the detailed request.

Commissioner Siebert asked if there was an issue with the windows, to which Mr. Tessmann stated at this point he does not have an idea of the cost, but would ask for approval for something similar to the former Dash of Delicious building where the building was restored with a frosted tinted glass transom. Mr. Tessmann stated that would be an option for both facades that they discuss. Associate Planner Kearns stated one of the other recommendations staff has made is that the double hung windows on the left have the same window line, and that all of the windows match that building line to create the uniformity. Mr. Tessmann explained that when first discussing this project, Mr. Laabs was informed that the right side was going to change and he is aware of that as well. Associate Planner Kearns added there were three bids for windows that were provided, two are wooden windows, and one is a more synthetic type material. All the trim and/or new windows could be fabricated to have similar molding as the existing. The preferred window requested is a vinyl type of window, but staff would still recommend wooden windows.

Carey Larson from Duralum Siding and Windows described the vinyl proposed windows to the commission and the benefit of the vinyl window over the wood windows. Commissioner Beveridge explained that a speaker from the Wisconsin Historical Society recommended to the commission to keep the original wood windows on a property and repair and maintain them due to the wood being better than what you can buy today. Mr. Larson continued that in today's recommendations from AEMI and architects, wood windows are able to get to a five foot height before a transom is needed above them, so to try to keep the architectural look the same, he feels that cellular pvc, extruded vinyl, or an aluminum window is best. A lengthy discussion occurred with the commission and Mr. Larson and Mr. Tessmann regarding window options, designs, efficiency, and costs.

Alderperson Ryan asked what type of rentals apartments are proposed, to which Mr. Tessmann stated the seven apartments now are efficiency apartments, and the five additional proposed would be loft-style apartments.

Associate Planner Kearns asked for clarification regarding the northern second story windows, and whether they are proposed directly adjacent to each other, to which Mr. Tessmann confirmed.

Commissioner Beveridge asked for the construction timeline, to which Mr. Tessmann answered the project will start after the Green Tea project is completed and the existing tenant relocates, so approximately sometime in July for the exterior, and the interior during the winter.

Commissioner Beveridge individually listed the conditions provided in the staff report and reviewed them with the other commissioners, including added conditions recommended by staff. The Commission agreed that several conditions and improvement activities needed clarification.

Associate Planner Kearns identified that all aspects of the proposed façade grant may not meet the façade grant guidelines. Given the limited amount of east façade improvement activities to a façade which has significantly lost historical characteristics due to improvements overtime, the east façade may not warrant funding. Furthermore, the north façade new windows do not maintain, improve, or restore existing historical characteristics, however they assist in adding new elements and allowing added uses at the property. Commissioner Scripps responded by explaining a case for funding the east façade improvement activities. Commissioner Ryan agreed and recommended performing additional improvement activities to the rear (east façade), such as painting utilities and conduit, or removing entrance structures. Mr. Tessmann identified that many of those improvements can occur. Mr. Kearns identified that a condition can be added to the approval indicating the above recommendations. Lastly, Mr. Kearns clarified that total costs for improvement activities based on recommendations and conditions of approval may change, which may also require updated bids or additional bids for activities such as the parapet and cupola cleaning and painting. Mr. Kearns clarified if the Commission does not feel comfortable acting on the façade request or design review component a postponement motion can be made which would allow for the applicant to provide clarity, updated bids, and additional materials.

Motion by Commissioner Woehr to table request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000 and design review for exterior building work at 1205 Second Street (Parcel ID 2408-32-2015-03) and 1209 Second Street (Parcel ID 2408-32-2015-07) giving the applicant the opportunity to pursue additional bids and conduct additional project research; second by Commissioner Siebert.

Motion withdrawn by Commissioner Woehr.

Discussion occurred amongst the commission regarding specific conditions of approval and windows. The applicant, Al Tessmann proceeded to describe the proposed window installation and materials. Associate Planner Kearns, identified that should aluminum clad windows be installed, existing mouldings would not be maintained and restored, to which, Carey Larson confirmed. Conversation then occurred amongst the commission upon which wood windows were recommended for installation which utilize existing window mouldings.

Alderson Ryan stated his willingness and comfort level to approve the request given the added conditions of approval discussed.

Commissioner Scripps clarified her position to allow the applicant to pursue a material to cover the south façade windows proposed to be covered, which would not permanently fill in the opening. Al Tessmann questioned whether closed shutters would be approved for the proposed window closures on the south façade, to which the Commission was agreeable.

Alderson Ryan questioned whether the north façade improvement activities should be included in the façade grant. Al Tessmann submitted his ideas for putting roman arches above new proposed windows along the north façade, similar to existing arches found elsewhere on the building. Commissioner Woehr stated the proposed windows on the north façade may not improve the façade, but rather support the economic viability of the project, and therefore may not meet the façade grant guidelines. Alderson Ryan responded stating the proposed activities will assist in adding attractiveness to the building. Commissioner Scripps questioned if windows would have been originally installed on the north façade if a building was not directly adjacent as seen in the historic photos.

Associate Planner Kearns summarized the design review request and façade grant request, along with the costs associated with each proposed improvement activity.

Motion by Commissioner Siebert to approve the request from Al Tessmann, representing the property owner, for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work at 1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07) with the following conditions:

1. **Wooden windows shall be installed where proposed, in existing openings and new openings.**
2. **Window trim and accents shall be painted a black, bronze, or pewter color to be reviewed and approved by the chairperson and designated agent. New window features such as sash, rail, head, etc. shall match the painted color chosen.**
3. **New window/door trim or moulding shall match that of the originals being restored.**
4. **Windows shall be prohibited from having tint except for those on the western façade where the chairperson and designated agent shall have the authority to approve minor tint.**
5. **Transom windows or another material reviewed and approved by the chairperson and designated agent shall be installed above second story west façade windows matching the full rounded window openings.**
6. **Windows in new openings shall have window sills and rounded headers that match the originals elsewhere on the building.**
7. **Fixed/picture windows shall be installed in new window openings along the north facade above the double hung windows.**
8. **Bricking in windows shall be prohibited. A design and material resembling closed shutters shall be submitted to be reviewed and approved by the chairperson and designated agent for**

installation on one undersized second story south façade window and one first story south facade window.

9. A new design reflecting historic and commercial characteristics shall be submitted for the east elevation door and be reviewed and approved by the chairperson and designated agent.
10. Building lines along windows, transom windows, first and second floor features and other significant details shall be preserved and matched along all building facades.
11. Organic compounds and hand washing methods are recommended to be used on the brick, metal, and other exterior building materials.
12. Sandblasting and power washing shall be prohibited on any building feature.
13. 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.
14. Masonry brick removed from the building shall be preserved and used where appropriate for door surrounds or brick repair.
15. The building date, rosettes, and other features shall be preserved.
16. The lintel or structural beam shall be restored and exposed along the east facade and remain visible after awning installation.
17. The chairperson and designated agent shall have the authority to review and approve awning color.
18. Awning framing and anchors shall not penetrate the brick, but instead be placed in the mortar joints.
19. Any mechanical equipment shall be located on the roof and screened appropriately.
20. A rounded header shall be installed above the east (rear) facade second floor door matching existing window headers.
21. The chairperson and designated agent shall have the authority to review and/or approve minor amendments to the project which meet the design guidelines.
22. Wood paneling above the west facade middle entrance shall be removed and replaced with a transom window or material reviewed and approved by the chairperson and designated agent.
23. Additional rear (east) building façade improvement activities shall occur, including painting of conduit, utility lines, and improvements to other features to be reviewed and approved by the chairperson and designated agent.
24. A second bid for the awning materials shall be submitted and reviewed/approved by the chairperson and designated agent.
25. Proof of insurance shall be provided.
26. All work shall be completed within one year, with extensions up to one additional year to be approved by the chairperson and designated agent.

27. Project must adhere to Façade Improvement Grant Program Guidelines.

28. No funds shall be disbursed until project is fully completed.

29. The maximum City participation shall not exceed \$30,000.00. Individual lines items shall be reviewed and approved upon receiving the additional bids or adjustments to the project scope identified in the conditions of approval which may change the award amount.

seconded by Alderperson Ryan.

Motion carried 5-0.

8. Request from the City Parks and Recreation Department for design review approval to demolish and reconstruct restrooms in Pfiffner Pioneer Park located at **1200 Crosby Avenue (Parcel ID 2408-32-2008-05)**.

Item 8 was moved up after item 4, see above discussion.

9. Staff Update (informational purposes only).

10. Adjourn.

Meeting adjourned at 7:16 PM.