

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, July 6, 2011 – 4:30 p.m.

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

PRESENT: Chairman Lee Beveridge, Alderperson Mary Stroik, George Hanson, Karl Halsey, and Hans Walther.

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

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1. Approval of the report from the June 8, 2011 meeting.
  2. Discussion and possible action on updating the Design Guidelines for the Historic Preservation / Design Review Commission.
  3. Other business.
  4. Adjourn.
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1. Approval of the report from the June 8, 2011 meeting.

**Motion by Hanson to approve the report as presented; seconded by Stroik. Motion carried 5-0 (Walther was not present at the time of the vote).**

2. Discussion and possible action on updating the Design Guidelines for the Historic Preservation / Design Review Commission.

Director Ostrowski supplied the Historic Preservation / Design Review Commission (HP/DRC) with a couple examples of guidelines that have been done in other communities. The purpose of these examples are to provide the HP/DRC additional information in terms of both the layout of the document and the substance within.

The HP/DRC reviewed and discussed possible changes to the regulations and guidelines that govern the HP/DRC. Recommendations were made and will be incorporated in a draft document that will be brought back to the HP/DRC for review and consideration. Recommendations included the modification and addition to the purpose and intent of the document, definitions, powers and duties of the commission, procedures, maintenance, etc.

3. Other business.

Director Ostrowski indicated that the Wisconsin Historical Society will be holding a conference September 23-24, 2011 in Stevens Point. He provided the HP/DRC a brochure of the conference and asked if they would consider attending. He indicated that space is limited, so registrations would need to be returned quickly. In addition, there is an early bird deadline of August 8, 2011.

Director Ostrowski indicated that he has received a request by a property owner to replace windows and he was wondering if the HP/DRC could meet earlier than next month to take up the request. Director Ostrowski will be emailing everyone to see their availability next week or the week after.

4. Adjourn.

**Motion by Hanson to adjourn; seconded by Walther. Motion carried 6-0.**

**Meeting adjourned at 5:45 PM.**