



AGENDA
**HISTORIC PRESERVATION/
DESIGN REVIEW COMMISSION**

Members

- Chairperson Tim Siebert
- Vice Chair Peter Munck
- Alderperson Marc Christianson
- Barry Calnan
- Erik McFarland
- Carol Molepske (Alternate 1)
- Hana Cutler (Alternate 2)

Date and Time: August 1, 2023
5:00 PM

Location: Community Room
933 Michigan Avenue, Stevens
Point, WI

OR

Zoom Teleconferencing

Meeting ID: 893 1679 4348

Passcode: 462560

By

Computer: <https://us02web.zoom.us/j/89316794348?pwd=UWxhSGlrWHBkL2RjYlFnZDFBQUpiZz09>

By Phone: +1-312-626-6799 (US
Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the June 26, 2023 meeting of the Historic Preservation / Design Review Commission.
3. A request from Dale Warner for a design review to perform restorative improvements to an accessory building located at 2101 Clark Street (Parcel ID 281240833200604), consistent with Ch. 22.05(2).

Closing Section:

4. Adjourn

PLEASE TAKE NOTICE that 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 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

June 26, 2023 – 5:00 PM
933 Michigan Ave, Stevens Point, WI 54481

PRESENT: Chairperson Siebert, Vice Chairperson Munck, and Alderperson Christianson

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn, Technician Mohr, Mak Teague, and unidentified audience members via Virtual Zoom Meeting.

INDEX:

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the May 30, 2023 meeting of the Historic Preservation / Design Review Commission.
3. A request from Makayla Teague, representing Ryan Davis, for a design review to perform restoration improvements to the storefront facade on the property located at 1008 Main Street (Parcel ID 281240832202920), consistent with Ch. 22.05(2).
4. Discussion, with possible action, on submitting an opinion of the nomination submittal to the National Register of Historic Places for the property located at 1300 Maria Drive (Parcel ID 281240829240045).
5. Discussion on the Historic Preservation / Design Review Commission's Design Guidelines:
 - Section 3.2.2: Masonry Exterior Walls
 - Section 3.2.3: Metal Exterior Walls
 - Section 3.3: Foundations

Closing Section:

6. Adjourn

Opening Section:

1. Roll Call

Present: Siebert, Munck, Christianson

Excused: Calnan, McFarland, Molepske

Discussion and Possible Action on the Following:

2. Report of the May 30, 2023 meeting of the Historic Preservation / Design Review Commission.

Motion by Alderperson Christianson to approve the report of the May 30, 2023 meeting of the Historic Preservation / Design Review Commission; seconded by Vice Chairperson Munck.

Motion carried 3-0.

3. A request from Makayla Teague, representing Ryan Davis, for a design review to perform restoration improvements to the storefront facade on the property located at 1008 Main Street (Parcel ID 281240832202920), consistent with Ch. 22.05(2).

Associate Planner/Zoning Administrator Kuhn provided a summary of the design review request to perform restoration improvements to the noted property's southern façade. Repairs would include removal and replacement of rotten wood, and addressing gaps in exterior wall material below the sill line of the second story and above the storefront transoms. After review, staff held no further concerns and recommended approval with conditions outlined in the staff report.

Applicant Mak Teague provided testimony relating to their request, including more in-depth repair and material details. The existing issues stemmed from water damage.

Commissioners had the following comments:

- Inquiry as to whether the former façade material was behind what was existing, to which the applicant noted that they were not aware of what was behind the top layer until removal would begin.

Motion by Alderperson Christianson to approve the request from Makayla Teague, representing Ryan Davis, for a design review to perform restoration improvements to the storefront facade on the property located at 1008 Main Street (Parcel ID 281240832202920), consistent with Ch. 22.05(2); seconded by Vice Chairperson Munck.

Motion carried 3-0.

4. Discussion, with possible action, on submitting an opinion of the nomination submittal to the National Register of Historic Places for the property located at 1300 Maria Drive (Parcel ID 281240829240045).

Associate Planner/Zoning Administrator Kuhn explained that the purpose of the agenda item was to have a broader conversation about the convent property, and having the commission provide a recommendation on whether it does or does not support the site meeting the standards to be on the National Register of Historic Places. The memorandum received from the state had been included with the staff packet for prior review. If voting to support the nomination, staff would then create supporting documents that would be submitted to the state's preservation office, which would then likely be reviewed later in the year.

Commissioners had the following general comments:

- Inquiry on whether the exterior of the convent property would be altered, to which staff confirmed only the interior was slated for remodeling. However, new townhomes were being built to the east of the convent.
- Inquiry on who maintained the cemetery and grotto area, to which staff noted that the property owner would remain responsible for maintenance.

- Inquiry as to whether the convent housing would provide affordable housing, to which staff confirmed that to be accurate, adding that the townhomes to the east were expected to be market rate.

Motion by Alderperson Christianson to approve submitting a supporting opinion of the nomination submittal to the National Register of Historic Places for the property located at 1300 Maria Drive (Parcel ID 281240829240045); seconded by Vice Chairperson Munck.

Motion carried 3-0.

5. Discussion on the Historic Preservation / Design Review Commission's Design Guidelines:

- Section 3.2.2: Masonry Exterior Walls
- Section 3.2.3: Metal Exterior Walls
- Section 3.3: Foundations

Associate Planner/Zoning Administrator Kuhn recommended postponing the agenda item to a future meeting where all members would be present, to fully gauge commissioner comments.

Motion by Alderperson Christianson to postpone discussion until a future meeting; seconded by Vice Chairperson Munck.

Motion carried 3-0.

Closing Section:

6. Adjourn

Meeting adjourned at 5:17 PM.

A recording of this meeting can be viewed/heard at: <https://stevenspoint.com/365/AgendasMinutesVideos>

Administrative Staff Report

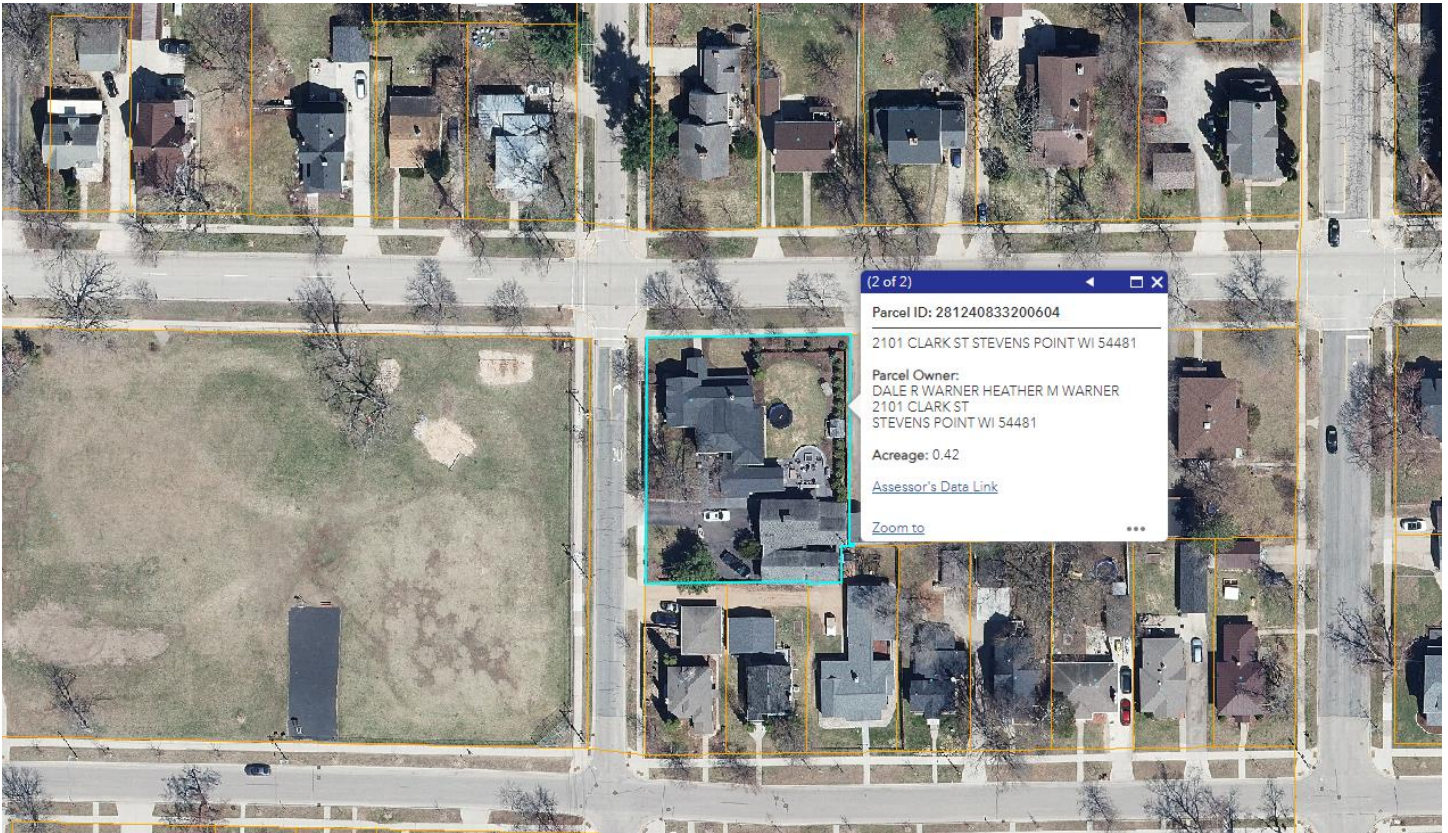


**Design Review
2101 Clark Street
August 1, 2023**

**Department of Community Development
1515 Strongs Avenue, Stevens Point, WI
54481
Ph: (715) 346-1568 - Fax: (715) 346-1498**

Applicant(s): - Dale Warner Staff: - Adam Kuhn, Associate Planner akuhn@stevenspoint.com Parcel Number(s): 281240833200604 Zone(s): "R-3" Single- and Two-Family Residential Council District: - District 3 – Ald. Keymer Lot Information: - Actual Frontage: 276 feet - Effective Depth: 151 feet - Square Footage: 18,300 - Acreage: 0.420 Structure Information: - Year Built: 1890 - Number of Stories: 2 Current Use: - Single-Family Residence Applicable Regulations: - Chapter 22 - Downtown Design Guidelines	Request A request from Dale Warner for a design review to perform restorative improvements to an accessory building located at 2101 Clark Street (Parcel ID 281240833200604), consistent with Ch. 22.05(2). City Official Design Review / Historic District - Clark Street Historic District Staff Recommendation Approve the request from Dale Warner for a design review to perform restorative improvements to an accessory building located at 2101 Clark Street (Parcel ID 281240833200604), subject to the following conditions: - As necessary, caulking and weather stripping shall be installed around existing door and window openings to ensure that said improvements are weather tight. - Around each new footing, appropriate grading shall be present to drain water away from the building. - The roofing project shall provide proper ventilation to prevent moisture retention and condensation. - Roofing material shall be adequately anchored to protect against wind and weather damage. - A building permit shall be obtained prior to the start of construction. - The Designated Agent shall have the ability to approve minor amendments to the approved project plan.
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Vicinity Map



Scope of Work

Overview: The applicant is requesting a design review to remodel a carriage house on the subject property. Given the age of the carriage house, significant restorative improvements are required to ensure the structural integrity of the building for year to come. Such improvements include the pouring of new concrete footings, installing a new roof on the carriage house and installing white wood-based LP smart siding.

As the Commission may recall, a design review was successfully obtained by the applicant year to install new siding on the single-family residence located on the subject property. The proposed siding for the carriage house will be the same siding product that was approved by the Commission and installed last year on the residence. The re-roofing project, while considered a 'minor work' and not subject to Commission approval, is included within this staff report for context on the broader restorative work proposed for the carriage house.

According to Section 7.4 of the Historic Preservation / Design Review Commission's Design Guidelines, the proposed restoration work is considered a 'major work' and requires the review and approval of the Commission. The process for obtained a design review from the Commission is identified below.

CHAPTER 22: HISTORIC PRESERVATION

Division 5.02 Regulation of Construction, Reconstruction, Alteration, and Demolition

No owner or person in charge of a historic structure or historic site, or property located within a historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties or cause or permit any such work to be performed upon such property or

demolish such property unless approval has been granted by the commission.

Upon the filing of any request for a design review certificate with the commission, the commission shall review the request in accordance with the design guidelines. If the commission determines that the application for a design review certificate and the proposed changes are consistent with the design guidelines, it shall issue the design review certificate. Upon the issuance of such certificate, any other required permits shall be obtained.

Guidelines of Review (numbers below pertain to the pertinent guideline standards)

*****Other standards within the design guidelines not specifically mentioned below have been reviewed and are met or not applicable pertaining to the proposed building improvement activities.**

SEC. 3.1.1: ENGINEERED OR SYNTHETIC SIDING

2. **Original walls should be properly maintained and repaired when necessary. If an original wall feature must be replaced due to excessive deterioration or damage, the new feature should match the original in size, profile, material, and texture.**

Analysis: A significant amount of the wood siding is rotten and exposed with peeling paint. The applicant is proposing to install white wood-based LP smart siding on all exterior walls of the carriage house.

Findings: The width of the proposed siding is wider than the existing siding, along with the proposed color change from a forest green to white. Please note that as the proposed siding will be identical to the siding project approved by this Commission last year for the residence, staff believes that having harmonious siding best retains the historic appearance of the carriage house for years to come.

5. **It is not recommended to cover or replace original wall surfaces with vinyl, aluminum, veneer or other synthetic siding, including chemical applications that may change the texture of the original siding.**

Analysis: The proposed siding will be made out of engineered wood.

Findings: Although the 'standard' wood siding on the carriage house will be replaced with engineered wood, staff believes that the proposed siding material meets this standard. By utilizing engineered wood, it arguably provides increased viability in preventing moisture retention within the carriage house.

SEC. 3.2: WOOD

6. **Repair deteriorated wood by patching and splicing with a material of similar size, shape, and texture. Materials such as aluminum, vinyl, and veneer are not recommended on historic wooden structures.**

Analysis: See standard 3.1.1.2 above.

Findings: Given the extent of moisture damage that the existing siding is facing, staff believes that patching/splicing rotten wood would not be effective.

SEC. 3.3: FOUNDATIONS:

1. **Retain and preserve historic foundations including their design, texture, color, and materials. Character-defining features of historic foundations should be retained and preserved including vents, grills, panels, piers, lattice, porch steps, basement windows and door openings.**

Analysis: The existing clapboard siding is flush with the grade of the building. Outside of incidental electrical and telecommunication equipment located at the base of the carriage house, no character-defining features of the carriage house will be impacted by pouring new concrete footings.

Findings: This standard is met.

SEC. 3.5: ROOFS

3. Roofs on historic structures are often characterized by their historic material including clay tiles, slate or wood shingles, and metal. These materials should be retained and preserved.

Analysis: Houses built prior to 1920, such as this carriage house, utilizes darker colored shingles.

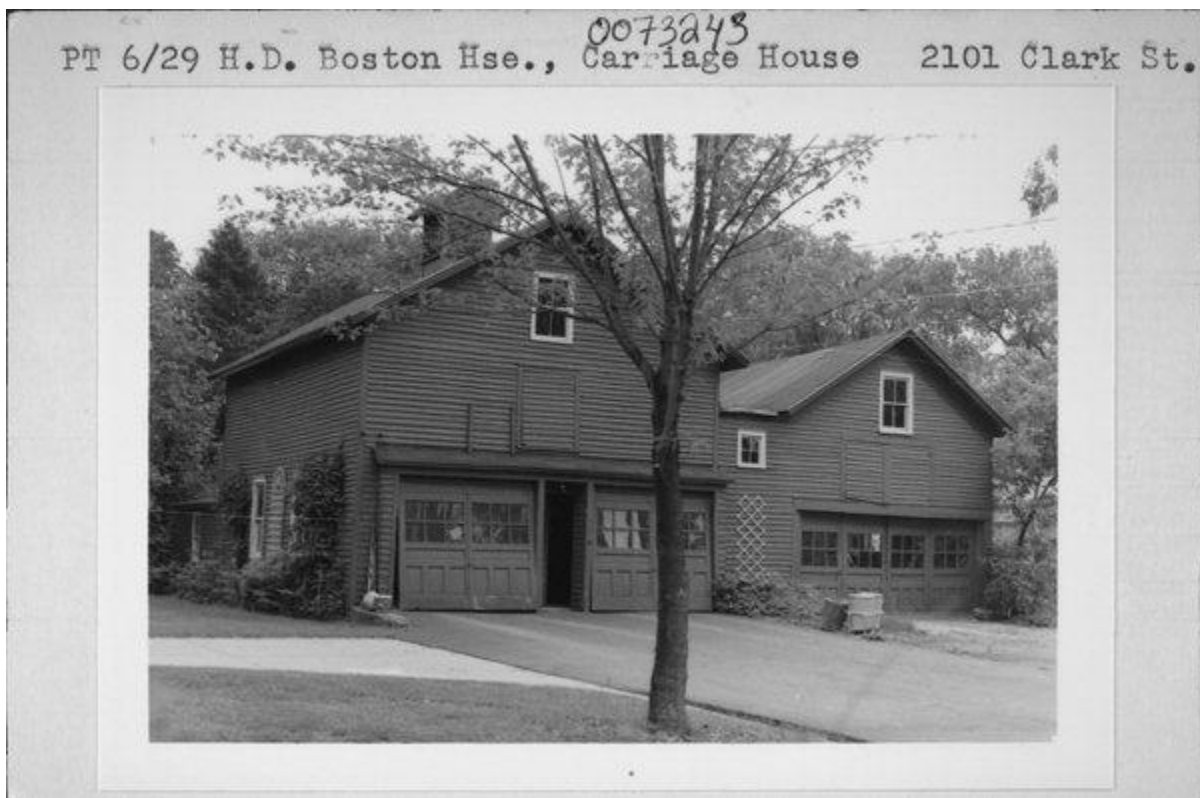
Findings: The applicant is proposing a like-for-like replacement of this re-roofing project.

7. Roof ventilators and other mechanical items should be installed on rear slopes or other locations not easily visible from the public right-of-way. Roof additions in downtown should be placed away from the primary elevation or hidden behind parapet walls.

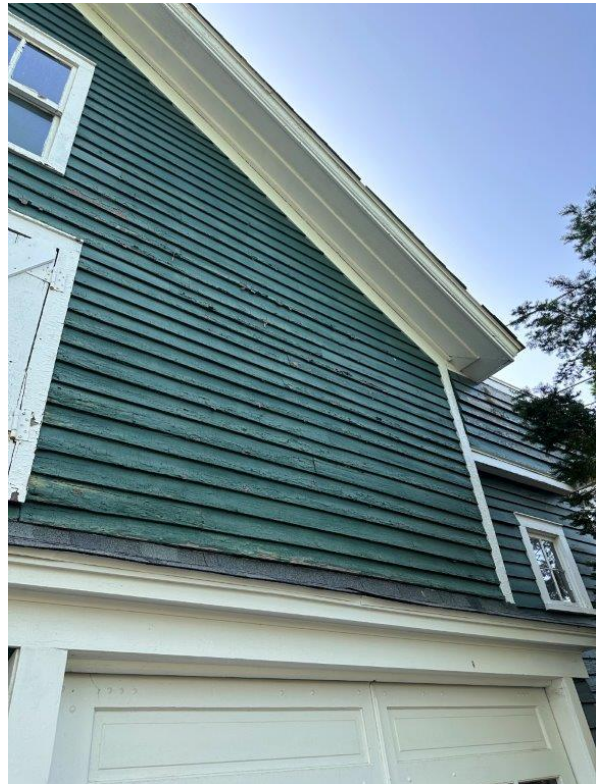
Analysis: Additional mechanical equipment is not proposed on the rear slope of the carriage house. As the subject property is a corner lot, visible from Clark Street and Reserve Street, staff believes that adding additional mechanical equipment would be contrary to other objectives within the Commission's Design Guidelines and would alter the exterior appearance of the carriage house.

Findings: This standard is met.

Historic Photographs



Site Photographs





HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
P: (715) 346-1567 F: (715) 346-1498
communitydevelopment@stevenspoint.com
<http://stevenspoint.com>

APPLICATION FOR DESIGN REVIEW

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Assigned Case Manager	
Associated Permits or Applications (if any)				Pre-Application Conference Date	
Decision		Date Reviewed		Staff Signature	
Notes:					

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? ☐)	
Applicant Name	Dale & Heather Warner	Contact Name	
Address	2101 Clark ST.	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-340-9710	Telephone	
Fax		Fax	
Email	dale.warner@warnerpackaging.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? ☐)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name		Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
2408.33.2006.04		
Legal Description of Subject Property		
W1/2 LOT ALL LOTS 7&8 N23' LOTS 9&10 PT LOT 11 DES COM NW/C SD L11 S24'; E 20'; N22 1/2'; E8'; N 1/1/2' TO NL L11 228' TO POB BLK 1		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
		Clark Street Historic District	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
Single Family Residential	Single Family Residential	Single Family Residential	
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
Historic Carriage House remodel. Current structure paint is peeling and wood is rotting. In lieu of razing the structure, we would like to pour new concrete footings, install new roof, and install white wood based LP smart siding. The material is identical to what was installed on our main residence (on same property) in 2022.			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done? Explain your answer.			
Our work will not adversely affect this structure. Our goal is to maintain the current architectural features, while extending the life of the structure for decades to come.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
This will match and harmonize the current residence on the property. Once this green carriage house is finished, it will be white to match with the rest of the property.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
Yes, I believe it will conform, based on my prior experiences with historic preservation.			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at www.stevenspoint.com) Explain your answer.			
yes, as this is an existing structure, getting fresh structural support.			

EXHIBITS

Letter to District Alderperson (www.stevenspoint.com/Directory)	☐	Additional Exhibits If Any (List):
Photographs of Building or Structure	☒	
Renderings or Elevations	☒	
Site Plan (for additions, and new construction)	☐	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	6/19/23		