



**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)

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<b>Date and Time:</b>	August 26, 2024 5:00 PM	<b>Location:</b>	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 864 0153 8028 Passcode: 100711
			<u>By</u>
			<u>Computer:</u> <a href="https://us02web.zoom.us/j/86401538028?pwd=baBwGuxuOCfbJJoGo4MpRy9lEgrmD">https://us02web.zoom.us/j/86401538028?pwd=baBwGuxuOCfbJJoGo4MpRy9lEgrmD</a>
			<u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the April 9, 2024 meeting of the Historic Preservation / Design Review Commission.
3. Report of the May 28, 2024 meeting of the Historic Preservation / Design Review Commission.
4. A request from Michael Veum for a design review to rebuild a covered back porch on the property located at 1500 Clark Street (Parcel ID 281240832100619), consistent with Ch. 22.05(2).
5. A request from Austin Lamb for a design review to install a new roofing material on the principal structure located at 1532 Clark Street (Parcel ID 281240832100623), consistent with Ch. 22.05(2).

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**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.

6. A request from Tom Krutza, representing Wesley Cabral, for a design review to create a new window opening on the rear elevation of the building located at 1900 Clark Street (Parcel ID 281240832103512), consistent with Ch. 22.05(2).
7. A request from Dale Warner for a design review to install privacy fencing on the property located at 2101 Clark Street (Parcel ID 281240833200604), consistent with Ch. 22.05(2).
8. A request from Ceola Coverley, representing Midas Ventures LLC, for a design review to remove the awning on the building located at 1324 Second Street (Parcel ID 281240832201714), consistent with Ch. 22.05(2).
9. Discussion Only: Plaque Program.
10. Staff Updates:
  - Web-based walking tours
  - Community Preservation Plan

Closing Section:

11. Adjourn

**City of Stevens Point**

**Historic Preservation/Design Review Commission**

**April 9, 2-24-5:00 PM**

Community Room 933 Michigan Avenue, Stevens Point, WI

Or

Zoom Teleconferencing

**Minutes**

**1. Roll Call**

Present: Chairperson Siebert, Vice Chair Munck, Alderperson Christianson, Commissioner Calnan, Commissioner Molepske

Also present: Associate Planner/Zoning Administrator Kuhn, Owner of Opera House

Excused: Commissioner McFarland, Commissioner Cutler

Discussion and Possible Action on the Following:

**2. Report of the February 6, 2024, meeting of the Historic Preservation/Design Review Commission**

Alderperson Christianson made a motion to approve the February 6, 2024, minutes. Commissioner Calnan seconded. All in favor; none opposed; motion carried.

**3. Public hearing and action on a request from Michael More, representing R A Cook & J I Altenburg Cooperative, to designate the property located at 2041 Madison Street as a local historic site, consistent with Ch 22.06(1)**

Associate Planner/Zoning Administrator Kuhn gave a summary of the local landmark request. No comments during public hearing.

Vice Chair Munck made a motion to approve the request from Michael More. Commissioner Molepske seconded.

Commissioner Molepske noted that the building was almost taken down because of its condition and thanked the buyers for restoring the building. All in favor; none opposed; motion carried.

**4. Public Hearing and action on a request from the City of Stevens Point to amend Chapter 22, Historic Preservation and Design Review Ordinance, of the Revised Municipal Code of the City of Stevens Point. Said amendment amends Section 22.05(7) as it relates to demolition by neglect**

Associate Planner/Zoning Administrator Kuhn provided a summary of amendment of ordinances.

No comments during public hearing.

Commissioner Calnan made a motion. Vice Chair Munck seconded. All in favor; none opposed; motion carried.

**5. A request from Stacy Ness, representing Opera House LLC, for a design review to install three awnings, create a door opening and apply paint on the building located at 1136 Main Street, consistent with Ch 22.05(2)**

Associate Planner/Zoning Administrator Kuhn provided summary of design areas, including issues and proposed mitigation details.

Chairperson Siebert inquired why the window would be replaced with a door. Associate Planner/Zoning Administrator Kuhn explained the change will allow access to the balcony.

Vice Chair Munck made a motion. Commissioner Molepske seconded.

The commissioners all had conflicting ideas, such as the type of awning and material, whether to paint the wall or not, how to clean the wall effectively without damage, how to ensure the surface is impermeable

Commissioner Molepske made a motion for an added condition to clean the wall and ensure there is protection from the weather before painting the wall a similar color. Vice chair Munck seconded. All in favor; one opposed; motion passed.

**6. A request from Stacy Ness, representing Opera House LLC, for a design review to install two awnings and steel stairs on the building located at 1124 Main Street, consistent with Ch. 22. 05(2).**

Associate Planner/Zoning Administrator Kuhn provided a summary of design review items.

Chairperson Siebert inquired if the lower stairway goes to a basement, to which the applicant confirmed it does.

Vice chair Munck made a motion. Commissioner Calnan seconded.

Commissioner Molepske inquired about the balcony, which the applicant summarized the current plans for the balcony.

All in favor; none opposed.

**7. A request from Jessica Strolle, representing Amethyst Main LLC, for a design review to replace wood siding on the property located at 1141 & 1145 Main Street, consistent with Ch. 22.05(2)**

Associate Planner/Zoning Administrator Kuhn summarized the location significance, design, materials, and suggestions for the commission.

Chairperson Siebert made a motion to reject. Commissioner Molepske seconded.

The commission wanted to know the type of material in place, whether windows were behind the plaster and whether the replacement material should remain wood or not.

Chairperson Siebert made a motion to reject the replacement of wood for another material and leave as is. All in favor; one opposed.

**8. A request from Jessica Strolle, representing Amethyst main LLC, for a design review to install a gate near 1157 Main Street, consistent with Ch. 22. 05(2)**

Associate Planner/Zoning Administrator Kuhn summarized request location, timeline, and style of gate.

Alderperson Christianson made a motion to accept. Commissioner Calnan seconded.

All in favor; none opposed, motion passed.

9. Discussion on Community Preservation Plan

Associate Planner/Zoning Administrator Kuhn provides an overview of the current community preservation plan including upcoming events that will focus on funding, tourism, aesthetics, architecture designs, revising ordinances, and community involvement.

**10. Adjourn**

Meeting adjourned at 6:20 PM

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

**City of Stevens Point**

**Historic Preservation/Design Review Commission**

**May 28, 2024-5:00 PM**

Community Room 933 Michigan Avenue, Stevens Point, WI

**Minutes**

Opening Section

**1. Roll Call**

Present: Vice Chair Peter Munck, Alderperson Christianson, Barry Calnan, Erik McFarland

Also present: Associate Planner and Zoning Administrator Kuhn

Excused: Chairperson Tim Siebert, Carol Molepske

Discussion and Possible Action on:

**2. A request from the City of Stevens Point to raise the structure located at 1200 Main Street, consistent with Ch. 22.05(2)**

Associate Planner/Zoning Administrator Kuhn summarized future planning ideas for the property. A selected group was approved by the Finance Committee and Common Council to purchase.

Vice Chair Munck approved of the motion. McFarland seconded. All in favor; none opposed.

**3. Staff Updates:**

-Community Preservation Plan

Kuhn summarized the next steps for the Community Preservation Plan. This includes drafting the plan, creating future workshops, and scheduling future commission meetings to discuss changes, recommendations, and additions.

McFarland suggested a commission meeting once the draft is finished before public input and another meeting for the final draft.

Closing Section

**4. Adjourn**

The meeting adjourned at 5:09.

# Administrative Staff Report

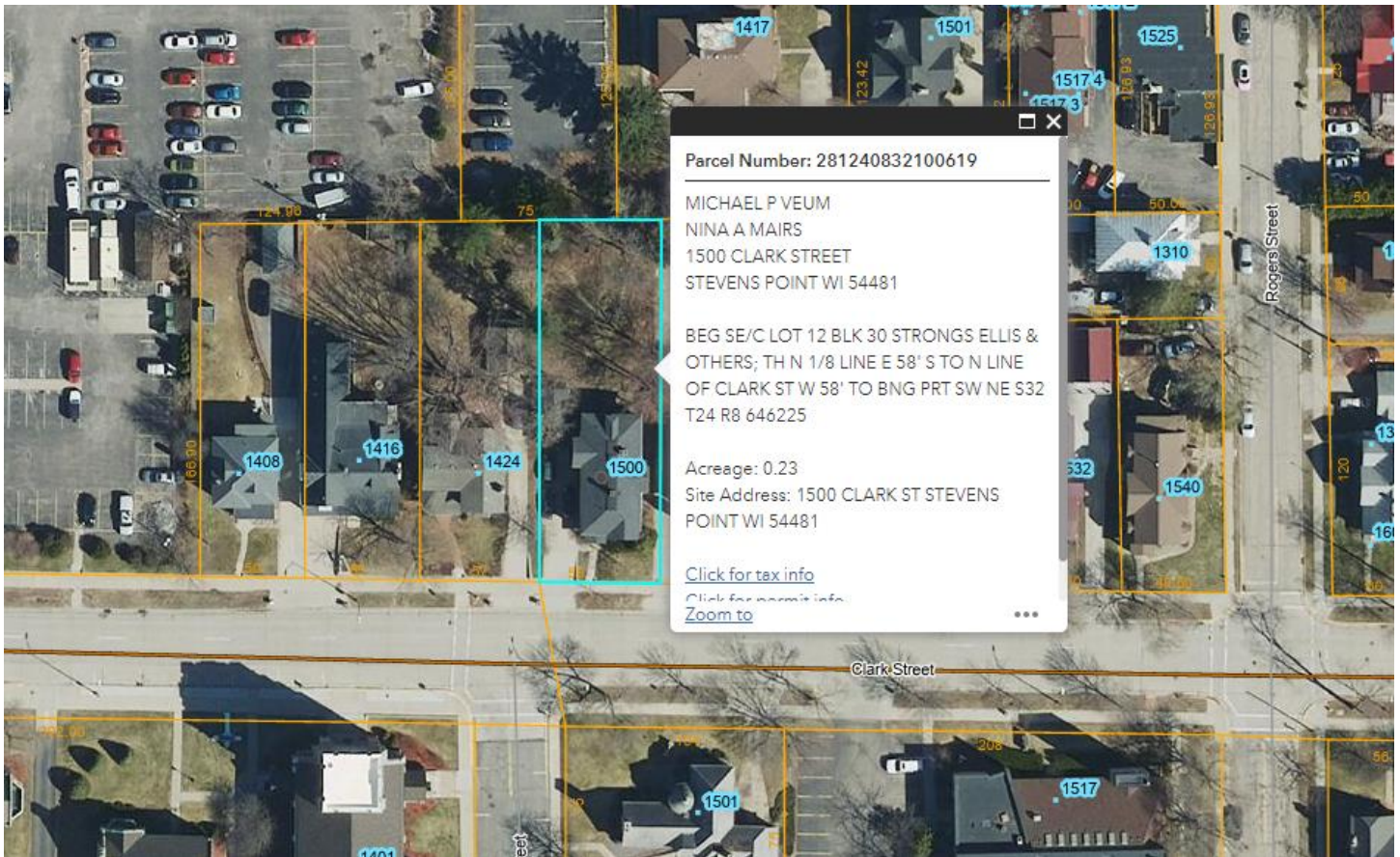


**Design Review  
1500 Clark Street  
August 26, 2024**

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

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>Michael Veum</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Adam Kuhn, Associate Planner <a href="mailto:akuhn@stevenspoint.com">akuhn@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>281240832100619</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>"R-5" Multiple Family II Residential</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>District 1 – Ald. Christianson</li> </ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"> <li>Actual Frontage: 58 feet</li> <li>Effective Depth: 171 feet</li> <li>Square Footage: 10,019</li> <li>Acreage: 0.23</li> </ul> <p><b>Structure Information:</b></p> <ul style="list-style-type: none"> <li>Year of construction: 1895 (129 years old)</li> </ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"> <li>Chapter 22</li> <li>Downtown Design Guidelines</li> </ul>	<p><b>Request</b></p> <p>A request from Michael Veum for a design review to rebuild a covered back porch on the property located at 1500 Clark Street (Parcel ID 281240832100619), consistent with Ch. 22.05(2).</p> <p><b>City Official Design Review / Historic District</b></p> <ol style="list-style-type: none"> <li>Downtown Design Review District</li> </ol> <p><b>Staff Recommendation</b></p> <p>Approve the request for a design review to rebuild a covered back porch on the property located at 1500 Clark Street (Parcel ID 281240832100619), subject to the following conditions:</p> <ol style="list-style-type: none"> <li>The applicant shall provide a final design on the porch columns, subject to the review and approval of the Designated Agent.</li> <li>A building permit shall be obtained prior to the start of construction.</li> <li>The Designated Agent shall have the ability to approve minor amendments to the project plan.</li> </ol>
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## Vicinity Map



## Scope of Work

*Overview:* The applicant is requesting a design review to raze and rebuild a porch on the north elevation of the house located at 1500 Clark Street. The covered porch, currently four feet in depth by eleven feet in length, is proposed to be extended in depth by eight feet. Additionally, the applicant is proposing to extend the roof overhang supporting the porch towards the detached garage. As noted in the applicant's submittal, the intention behind this roof overhang is to provide covering for the sidewalk between the house and detached garage.

The proposed improvements are considered a 'major work' per the Historic Preservation / Design Review Commission's Design Guidelines and shall require approval from the Commission.

### *Sec. 7.4.1: Major Works*

- h. Alteration, addition or removal of existing decks*
- m. Changes to historic roof features*

## **CHAPTER 22: HISTORIC PRESERVATION**

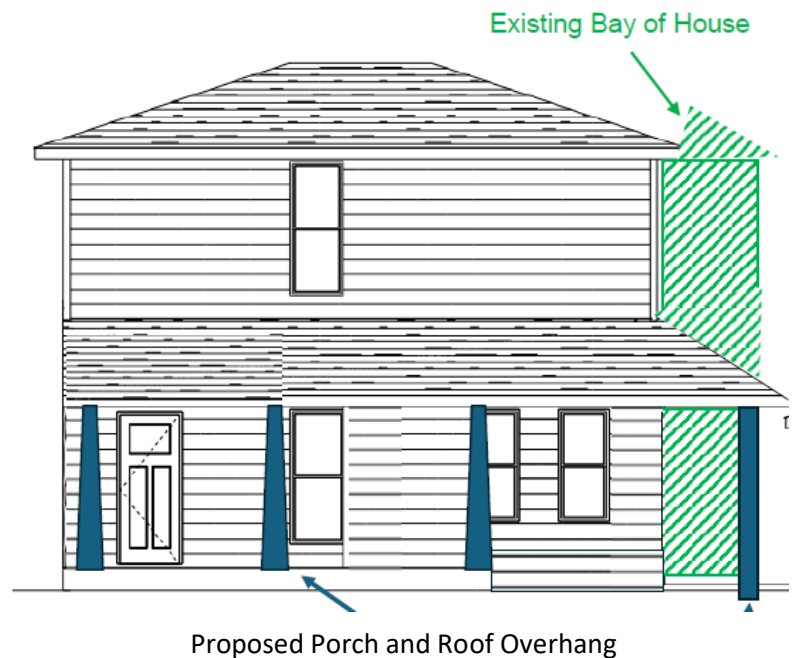
### **Division 5.02 Regulation of Construction, Reconstruction, Alteration, and Demolition**

*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.

This request has been reviewed subject to the Commission's review standards for considering a design review request. An analysis is found below.



## 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. 3.5: 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:** The house and detached garage have a shingled roof. The applicant is proposing to use the same color of shingle for the proposed roof extension.

**Findings:** This standard is met.

4. The use of white, red, blue, green or very light-colored shingles is strongly discouraged, as houses built prior to 1920 utilized dark shingles such as brown, grey and black.

**Analysis:** Grey shingles are proposed, which would match the shingle color used on the house and detached garage.

**Findings:** This standard is met.

5. Changing the historic character of the building by adding roof elements that are not historically accurate such as dormer windows, vents, or skylights is not recommended.

**Analysis:** The pitch of the roof overhang will be similar to that of the roof pitch on the detached garage, along with the roof pitch for the existing back porch.

**Findings:** It is important to note that the proposed roof overhang will 1.) be on the rear elevation of the house

and 2.) will almost exclusively not be visible from a public right-of-way. Provided that the proposed roof overhang has a similar thickness, texture and color of the other overhangs, staff believes that the extension will not negatively affect the historic features of the house.

### SEC. 3.6: PORCHES & ENTRYWAYS

- 1. Entryways and porches are important character-defining elements of a historic structure and should be retained and preserved. Important elements include steps, columns, balustrades, doors, railings, brackets, roofs, cornices, and entablatures.**

**Analysis:** The applicant is proposing to rebuild the back porch that extends out eight more feet to the north. The new porch overhang will be nearly identical to that of the existing overhang, while new posts will be affixed that matches in appearance to the posts on the front porch.

**Findings:** While the Commission's Design Guidelines place architectural requirements for porch, deck and patio projects, said architectural requirements relate primarily to the front elevation of a house. The back porch on the subject property, like other houses within the Clark Street Historic District, has a significantly diminished architectural significance when compared to the corresponding front porch. This fact is not too dissimilar to housing construction both in the past and the present – such as variations in siding type being used for new construction for the front elevation of a building and for the other 3+ sides. As such, the applicant has been working with myself to ensure that the new porch design would be built in a way that compliments, but not mimics the design of the front porch. As shown within the applicant's project proposal, I believe that it has been achieved.



- 2. If replacement of a porch element is necessary, replace only the deteriorated or missing detail with new materials that match the design of the original as closely as possible.**

**Analysis:** According to the applicant, the deck boards and steps have experienced water damage and need repair. Based on the extend of water damage, simply splicing the impacted area would not suffice – the entire floorboards need repair.

**Findings:** Part of the reason why the deck and steps have experienced water damage is due to the roof overhang 1.) not matching the depth of the porch that it is supporting and 2.) not being 100% weathertight. The project proposal will assist in improving the longevity of the new building material, thus not negatively impacting the architectural significance of the building as a whole.

- 4. Reconstruction of missing or extensively deteriorated porches is encouraged. Reconstructed porches should be based on documentary evidence. If adequate documentation is not available, a new design is appropriate if it is compatible with the style and period of the building.**

**Analysis:** The applicant is proposing to reconstruct the back porch on the subject property.

**Finding:** Historic photographs showing the back porch does not exist. As such, the applicant has designed the proposed back porch in a way that compliments the design of the front porch and is consistent with the overall building style for the period of architectural significance.



# 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](mailto: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? <input type="checkbox"/> )	
Applicant Name		Contact Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		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
Legal Description of Subject Property		
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	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
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)			
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.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

**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
Michael P Veum	08/07/2024	Michael P Veum	08/07/2024

## Adam Kuhn

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**From:** Michael Veum <smecticx@gmail.com>  
**Sent:** Monday, August 19, 2024 6:35 AM  
**To:** District 1; Adam Kuhn  
**Subject:** Rebuilding a Back Porch at 1500 Clark Street  
**Attachments:** Proposal to Replace a Covered Back Porch-Veum-version03.pdf; Back Porch Design-Veum-1500 Clark.pdf; HPDRC-Application-DesignReview\_Veum\_1500 Clark\_BackPorch.pdf

Hello Marc,

My name is Mick Veum, and I live in your district at 1500 Clark Street. I am in the process of having my back porch rebuilt. I am contacting you with a summary of the proposed work. The back porch is dilapidated and in need of serious repair. I am using the opportunity to address some issues with the pooling of water in my backyard and in the walkway between the house and the garage. The proposal is to rebuild the back porch in a manner consistent with the house's architecture and includes building the porch roof to wrap around the corner of the house. Specifics of the proposal can be found in the attached documents. The proposal is on the agenda for the Historic Preservation / Design Review Commission of Monday August 26 at 5 pm. Don't hesitate to contact me if you have any questions or concerns.

Best regards,  
Mick Veum

## Proposal to Replace/Build a Covered Back Porch at 1500 Clark Street

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.

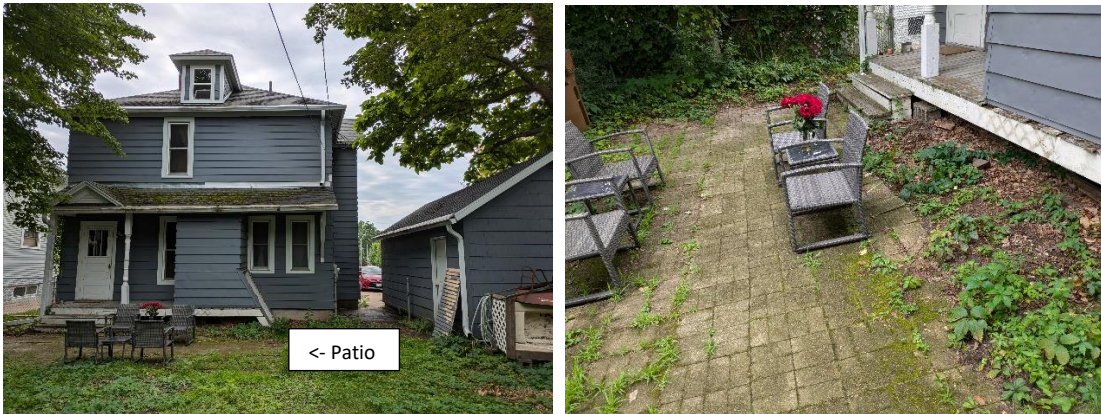
I am proposing the rebuilding of a covered back porch for my home at 1500 Clark Street, Stevens Point, WI, a project that anticipated to take one to two months. The proposal is to extend the depth of the porch by roughly eight feet and to extend the porch roof to cover the narrow walkway between the house and the garage. This proposal addresses several problems with the space, improves the quality of life for the owner/occupants, and preserves the architectural aesthetics of the house. The problems to be addressed are as follows:

- The current back porch is deteriorating from the weather and needs repair. This can be seen in the following photos below this paragraph. The decking and steps, which are not original to the porch, are showing signs of water damage, as is the roof. At some point prior to me owning the house, the porch underwent some stop-gap repairs, including replacement of the decking and repair of the base of a spindle column with a roughcut 6x6. The column was never properly set and sits on a freestanding cinder block. The repaired column seems structurally sound, but it gives a hacked and jerry-rigged look to the current back porch. The steps are a freestanding structure built from 2x4's, and they are falling apart. The porch roof does not extend far enough to protect the steps from the elements, accelerating the weathering. The current decking is the modern 5/4"x6" rounded deck boards, perhaps replacements when the column had been repaired. Please note that the elevation of the decking is about 22" (three steps) above grade and is even with the first floor of the house.



- The home's backyard lacks a *nonproblematic* primary living space, such as a porch, deck, or patio, detracting from enjoyment of the spacious back yard. The current back porch is built to give the impression of being a genuine outdoor living space, but it is only about 4-ft deep and 11-ft wide. It is uncomfortably too small for even a single patio chair if the home's back door and porch's closet door are to remain clear (see above photo). Three feet beyond the edge of the current back porch, there is a good-sized patio (10'x23') that was surely intended to serve as the house's primary outdoor living space (see photos below). Whenever it was installed, the patio was set a

bit below grade (see photos below). During a thaw, water pools on the patio, creating very hazardous conditions upon any refreezing. There have been many winter months over the years when the back of the house was basically inaccessible due to slippery conditions caused by a thaw and a subsequent refreeze. In the summer months, it is practically impossible to keep the patio clean due to the runoff of topsoil during rainstorms. In particularly heavy rains, the patio will be submerged in a few inches of water and can take a few hours to drain once the rain finally stops. This pooling makes it a bad idea to keep items such as patio furniture just sitting on the patio itself. The furniture legs are guaranteed to spend some time submerged during any substantial rain. Extending the covered porch farther out from the house will provide a useful and non-problematic outdoor living space that has a smaller footprint over the backyard's green space than the current porch/patio combination. In this proposal, the patio is permanently removed.

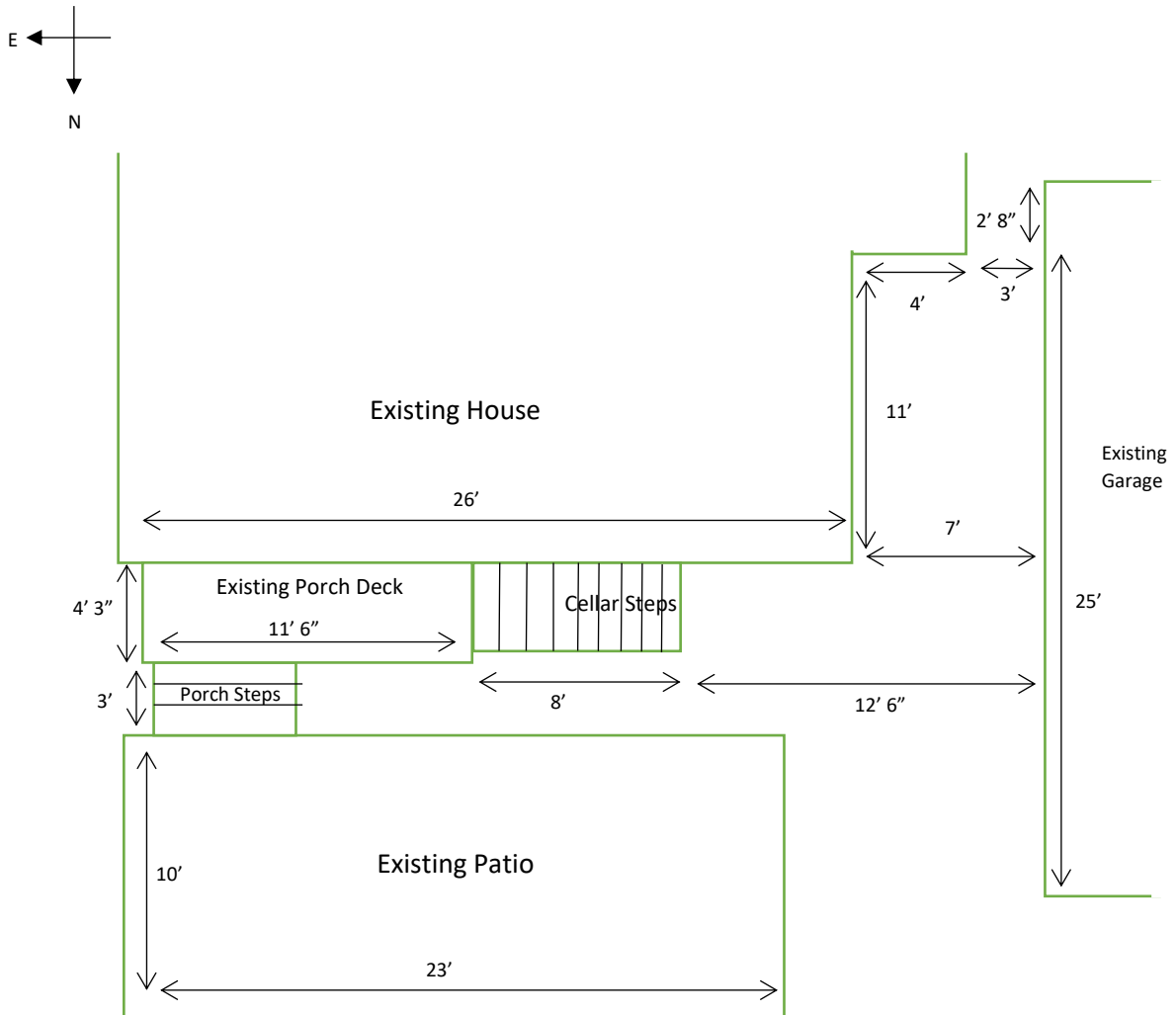


- The pooling of water is also a problem in the space between the house and the garage. The house's lot is narrow and long, and the garage (which is not original to the house) was built only about three feet from the western-most wall of the house. Below this paragraph, please find a diagram showing the current layout for the back porch and garage area as well as two additional photos to help give the diagram some context. Please note that there is basically a doorway's width of space to pass through when walking from the front of the house (south) to the back yard (north). This space between the house and garage is not covered. Snow and rain build up there as well. Please note that the garage was also built with its floor a bit below grade, and pooling of water *inside* the garage had been a problem until we had the garage lifted so that a new floor could be poured about 7 ½ inches above grade. This proposal takes another important step in resolving the safety and structural concerns over the pooling of water by extending the porch roof to cover the narrow walkway between the house and garage. This step also creates the opportunity to use that space as a covered patio, further enhancing the living space in the backyard without giving up any space in the yard itself.<sup>1</sup> It also allows dry, covered access between the house and garage during inclement weather. The reader might be interested that, in removing the patio and extending the porch by an additional eight feet, the backs of the porch and of the garage will be even, and a roughly 3-ft strip of patio will become part of the lawn again.

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<sup>1</sup> The reader should note that after rebuilding the porch, we intend to redo the driveway and walkway to elevate the surfaces above grade and to slope them so that water drains away from those surfaces.

It was a delightful surprise for me, as the homeowner, to realize I can gain greenspace while building out.



**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.**

No. The proposed work will instead maintain and, in some cases, improve the architectural features of the of the home. The current back porch is itself an architectural feature that was designed to cover the rear entry and give the impression of a porch that is a genuine living space. Rebuilding the porch so that it has enough space for living will maintain the architectural aesthetic and integrity of this feature. Furthermore, the current porch has been hacked and modified over the years, and that fact is obvious to even the most casual of observers. As mentioned above, the decking was replaced at some point with modern deck boards, and the base of a spindle column was cut off and replaced with a roughcut 6x6. The current porch is a deck covered by a shed roof that is supported by columns. The new porch will be precisely that with attention to preserving the house's architecture. It is important to assert that, due to the porch's repair history, there is very little original material that can be realistically preserved if the porch is to be revived. Rebuilding the porch will bring better consistency and integrity to the architectural aesthetics of the space. Care will be taken to use materials and building structures that are consistent and compatible with the style and period of the building.

At some point in time, a storage closet was added to the porch, directly over the cellar steps that are located just next to the porch's decking. The closet and the cellar steps are seen in the photos above. The interior of the closet is shown in the photo below with a caption describing some features. Note that the closet is not depicted in the above diagram for simplicity. While the storage closet was obviously added later, this proposal maintains that feature for multiple reasons: 1) The storage closet is part of the house's history, and maintaining added features is consistent with the spirit of historic preservation. 2) The storage closet has proven to be an effective and efficient use of the vertical space above the cellar stairs. 3) The closet's framing provides a barrier wall (i.e. guardrail) around the perimeter of the cellar steps, a nice safety feature. 4) The two windows on the west side of the house's back wall are for the first-floor bathroom, and the closet provides a privacy wall between the porch's deck and the bathroom windows. Maintaining these features is part this proposal.



The photo shows the interior of the storage closet. Notice that the closet's framing must have been added later since it butts up against the original siding, most of which was covered in aluminum siding sometime in the mid-twentieth century. Also notice that the decking is tongue-and-groove inside of the closet, showing the boundary where the more modern decking was added in what was presumably a repair of the exposed decking. In this proposal, any of the original siding will be preserved for the sake of any future project that might remove the aluminum siding and restore the original siding.

The garage is also an architectural feature that was added to the house, and the garage will not be altered at all in this proposal. **To comply with zoning codes, the extension of the porch's roof will overhang garage's roof, but the two structures will not be attached.** However, the porch's roof is designed to harmonize with the garage and bring a more cohesive look to garage/porch area without disrupting the architectural features of either structure.

**Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.**

There are eight guidelines for porches and entryways as stated by the Historic Preservation Review Commission on pages 19-20 of the document at this link:

<https://stevenspoint.com/DocumentCenter/View/730/Historic-Preservation-Guidelines?bidId=>

The design in this proposal is crafted to comply with all eight of those guidelines. In the same order as guidelines in the document. 1) This proposal preserves the porch as an entryway to the home's backdoor (in fact the back entrance will be more accessible than before). 2) We will use new materials that match the materials original to the house, including beadboard ceilings and neoclassical posts that match the original neoclassical columns in the house's front entrance (see photo of front entrance below). 3) By rebuilding, we can easily have the design allow straightforward cleaning/maintenance and to ensure water effectively runs off the floor and the steps. 4) The style of the porch will match the current back porch and compliment the house's structure, making it compatible with the style and period of the building. 5) We will keep the porch open (i.e. not enclosed with screens or walls/windows). 6) We will use materials compatible with the original materials (such as beadboard ceilings and neoclassical posts). 7) There will be no temporary features to the porch. 8) We will introduce no new entrances to the home.



The photo shows the portico style front entrance that is original to the house. The neoclassical columns are an architectural feature characteristic of colonial revival, which was popular in the late 1800's when the home was built. We propose to match those columns in rebuilding the back porch.

**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**

Yes. Although this proposal increases the size of the porch from a horizontal depth of around four feet to around 12 feet, the porch will not be out of proportion with the house nor with the backyard. The house itself is rather large and imposing (around 3000 square feet in two stories with 10-ft ceilings on the first floor and a steeply pitched main roof making the attic almost 7-ft tall in its center). The backyard extends a large distance to the back property line. In fact, the current porch could be described as disproportionately small in comparison to the house and the yard. Extending the porch to a depth of twelve feet will arguably improve the compatibility in size between the porch, the house, and the yard. The current spindle style columns (not known if original to the house) are also disproportionately small in comparison to the house. Matching the more substantial neoclassical columns of the front entrance will improve the proportions between house and porch. The extension of the porch roof over the garage roof will improve the rhythm of the space.

As mentioned above, the garage was added later and built only about three feet from the house. The narrow walkway between the house and the garage gives a feel like the garage was somehow mistakenly placed at its current location. This unfortunate placement was probably a compromise associated with the property line to the west and existing trees to the north, but this is also part of the house's rich history. Regardless, the current rhythm of the space leaves much to be desired, and we propose to address that issue by having the porch wrap around the northwest corner of the house. The hip-style corner of the roof will nicely match the house's hip roof. As seen in the proposed design drawings, the extension of the porch roof over the walkway and just over the garage roof will bring much better rhythm to the space without causing any issues with compatibility of size. It should be noted that extending the porch to a depth of twelve feet will make the back edge of the new porch even with the back of the garage, bringing better visual cohesion and flow to the architectural aesthetics as viewed from the rear on Main Street in front of the Castle (not to mention for the owner-occupants who are in the back doing all of those things people do in their back yards). The house, the porch, and the garage will be more visually tied together through the roof lines, bringing better harmony. In the design drawings, the garage no longer looks so very out of place. Guests to the house, neighbors, passersby, and the next homeowners will all benefit visually from the architectural unity brought by extending the porch roof to the west. Materials were addressed in the previous section, and all colors will be identical to the house and garage.

In closing, I sincerely appreciate the time, effort, and attention provided by all involved in this process. I am free to answer any questions, provide further information, or even give a tour of the space.

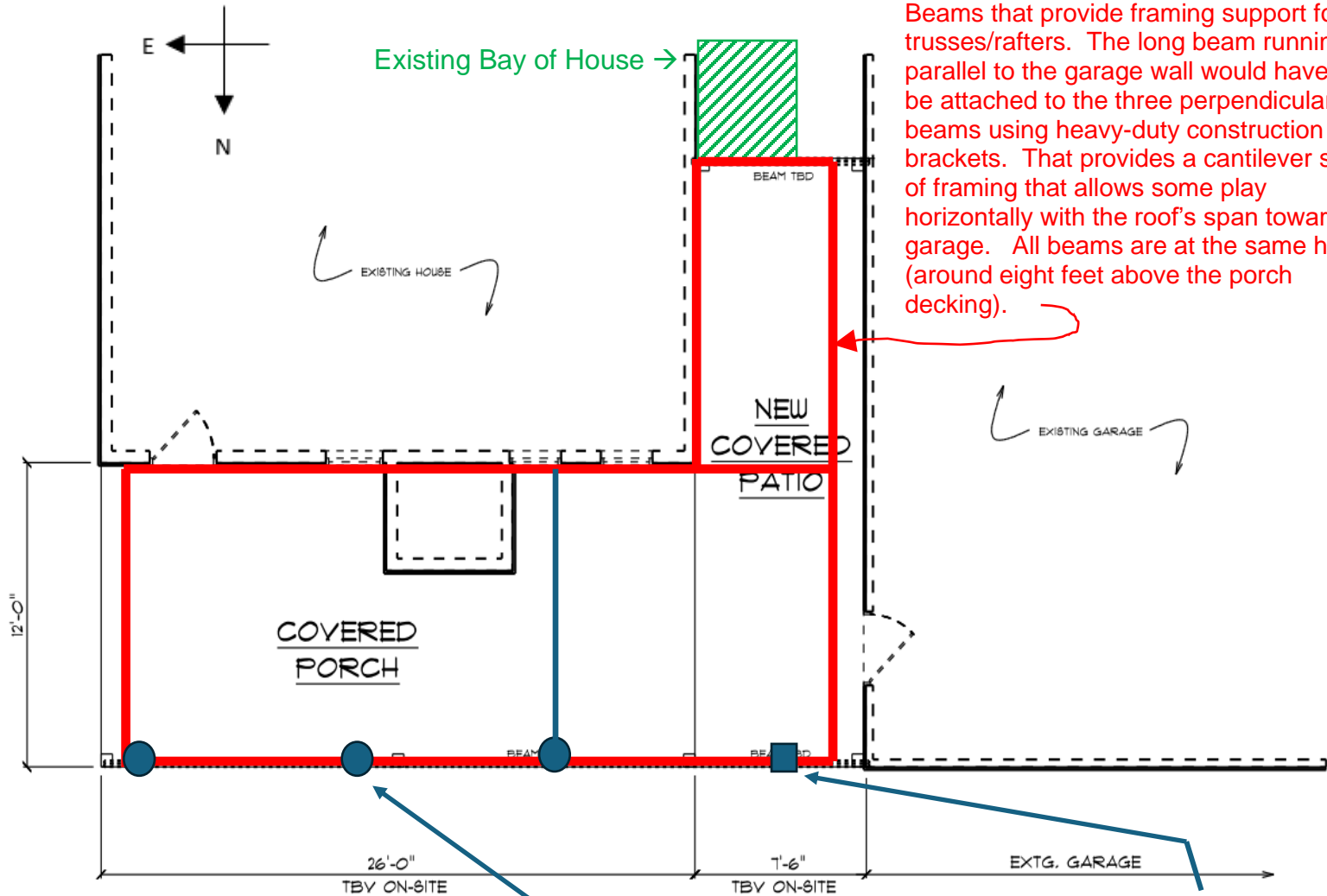
Respectfully submitted,

Michael Veum

## Page 1 of 3

**Design Drawing for Back Porch at 1500 Clark Street:** The following two pages have design drawings for rebuilding of the porch at 1500 Clark Street. The drawings are color coded with some written explanation. Below is a summary of the color coding.

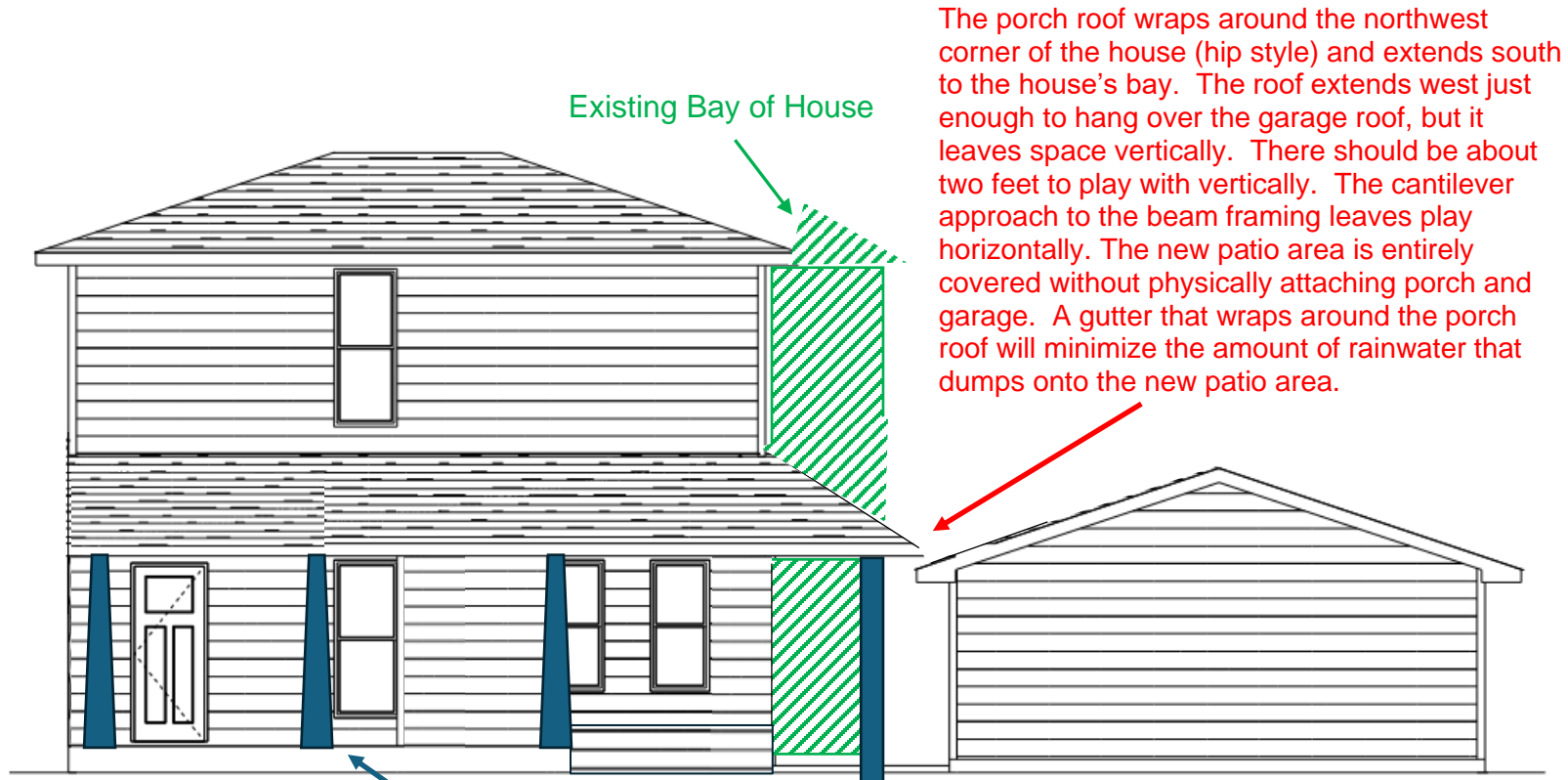
- The house's existing bay on the west side is shown in **green**. As the part of the house closest to the garage, that bay is a culprit in making the space awkward. That bay is crucial part of making the roof design work, and so it is highlighted using green. The bay is about eleven feet from the very back of the house.
- The layout of the porch's beams is shown in **red**. These beams are level and positioned eight feet above the decking of the new porch. The beams provide structural support for roof trusses, both along the house and at the edge of the roof. Note the cantilever design for beam that runs north-south and is closest to the garage. There are three beams that run east-west: i) a shorter one that is secured into the north wall of the house's bay, ii) a long one that is secured into the back wall of the house, iii) another long one that is supported entirely by columns.
- The layout of four columns/posts is shown in **blue**. There are three classical columns to match the house's front entrance, and those columns are spaced equally on the decking of the porch to support the east-west beam at the outer edge of the porch. These three columns visually define the decking area. There is also a vertical support post that is even with both the back of the garage and with house's bay. This post is strategically placed to accommodate the cantilever design, and it goes down the new patio level (garage-floor level). Lining that post up with the bay will make the cantilever design easier to achieve, and it still leaves plenty of space for a person to walk between the front driveway and the backyard.
- The porch roof wraps around the northwest corner of the house with hip framing for that corner. The northwest corner of the main roof is also a hip roof, providing visual compatibility. The two far ends of the roof are still shed style, consistent with the porch's current design. The hip-style corner has two different pitches, which will be handled through appropriate framing techniques. Since the porch roof's eaves are elevated by almost two feet in comparison to the garage, there are a couple of feet of play vertically, which will make it possible for the porch roof to overhang the garage while leaving ample space between the roofs for maintenance, etc. The cantilever design allows for some horizontal play as well, which will be helpful in assuring good spacing between the two roofs. Both the garage and the main house already have gutter systems to divert water away from the narrow walkway ("new covered patio") between the house and garage. A gutter system that wraps around the porch roof will divert rainwater from the porch away from the walkway area as well. Some water will still make its way to the patio area by running over the edge of the garage gutter, especially in heavy rains. Future plans to elevate and slightly slope the surface at the patio area will allow that small amount of water to drain away into the back yard.



Beams that provide framing support for trusses/rafters. The long beam running parallel to the garage wall would have to be attached to the three perpendicular beams using heavy-duty construction brackets. That provides a cantilever style of framing that allows some play horizontally with the roof's span toward the garage. All beams are at the same height (around eight feet above the porch decking).

FIRST FLOOR  
SCALE: 3/8" = 1'-0"

Three classical columns spaced evenly over the decking. One square post that is even with the west side of the house's bay (closest to garage). Columns define the porch space visually. The square post visually ties into the garage. The vertical blue line is the boundary between porch decking (elevated) and patio (garage floor level).



The porch roof wraps around the northwest corner of the house (hip style) and extends south to the house's bay. The roof extends west just enough to hang over the garage roof, but it leaves space vertically. There should be about two feet to play with vertically. The cantilever approach to the beam framing leaves play horizontally. The new patio area is entirely covered without physically attaching porch and garage. A gutter that wraps around the porch roof will minimize the amount of rainwater that dumps onto the new patio area.

**REAR ELEVATION**

SCALE: 1/4" = 1'-0"

Three classical columns spaced evenly over the decking. One square post that is even with the west side of the house's bay (closest to garage). Columns define the porch space visually. The square post visually ties into the garage. A person walking from the front driveway to the back yard would naturally veer right toward the house once passing through the narrowest space between the bay and the garage.



## MEMORANDUM

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: August 26, 2024

**RE: Design Review – 1532 Clark Street**

-----

**Background:** The property owner of 1532 Clark Street is requesting a design review to swap out the metal roof on the house to a shingled roof. Per the Commission's Design Guidelines, work utilizing the same roofing material is characterized as a 'minor work' and only requires administrative review. However, the change in roofing material from metal to shingle would be considered a 'major work' – requiring approval by this Commission.

Upon review, it appears that the historic roofing material used on the residence was shingles. In 1981, a roofing permit was obtained to re-roof the housing utilizing metal. To be clear – the Commission's Design Guidelines would not permit such a change in roofing material. However, as this Commission and architectural requirements for the Downtown Design Review District were not formed until 1983, there was not the degree of historic review that took place in 1981 to prevent such a change from occurring.

Although the project proposal would require this Commission's review, I am pleased that the applicant is requesting to revert back to the historic roofing material that was used on the house. As such, it is my determination that the project proposal adheres to applicable provisions of Section 3.5 of the Historic Preservation / Design Review Commission's Design Guidelines, and would recommend approval with the following conditions:

1. The roof shall be properly ventilated to prevent moisture retention and condensation.

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2. Roofing material should be adequately anchored to protect against wind and weather damage.
3. A building permit shall be obtained prior to starting the project.
4. The Designated Agent shall have the ability to approve minor amendments to the project plan.



*Existing Conditions – 1532 Clark Street*



# 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](mailto: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? <input checked="" type="checkbox"/> )	
Applicant Name	Carry Gebhart	Contact Name	
Address	4620 Dowetail Dr	Address	
City, State, Zip	Madison WI 53704	City, State, Zip	
Telephone	608 249 0831	Telephone	
Fax		Fax	
Email		Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Austin Lamb	Owner's Name	
Address	1532 Clark St	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715 630 9289	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
281240832100623		
Legal Description of Subject Property		
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	

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property

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)

replace metal roof with a shingle roof

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.

no

Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.

yes

Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.

yes

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](http://www.stevenspoint.com)) Explain your answer.


yes

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

**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
	08/21/24		



**MEMORANDUM**

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: August 26, 2024

**RE: Design Review – 1900 Clark Street**

-----

**Background:** The property owner of 1900 Clark Street is requesting a design review to create a new window opening on the north elevation of the residence located at 1900 Clark Street. Consistent with the Historic Preservation / Design Review Commission's Design Guidelines, the creation of a new window opening is classified as a 'major work' and would require consideration by the Commission.

As shown within the agenda packet, it is apparent that the location of the proposed window once had a window. This former window opening was boarded in and covered with wood siding a number of years ago. While photographic evidence does not exist to support that a window opening once existed here – unsurprising that the area in question is on the rear elevation of the building – the construction of the residence does support that a window existed here at some period in time.

The applicant is requesting to remove the wood board and utilize the existing opening for a new window. The size of the window frame will be 26'' in height and 60'' in length, with 4'' wood trim that will match the existing siding in texture, color and dimensions. While most of the windows on the house are double-hung, the proposed window will be single-hung and be consistent with other single-hung windows (e.g., the single-hung window located on the first-floor, front elevation of the house).

Like the previous agenda item, a literal application of the Commission's Design Guidelines would not permit the filling in of a window opening. As such, this request to correct a prior 'wrong' by reintroducing a former window opening is viewed favorably by me. I would recommend approval of this project, subject to the following conditions:

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1. Caulking and weather stripping shall be provided to ensure the unit is weather tight and to improve thermal efficiency.
2. The proposed paint color for the wood trim shall be sent to the Designated Agent for review and approval.
3. A building permit shall be obtained prior to the start of construction.
4. The Designated Agent shall have the ability to approve minor amendments to the project plan.



Location of Proposed Window Opening



# 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](mailto: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? <input type="checkbox"/> )	
Applicant Name		Contact Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		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
Legal Description of Subject Property		
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	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
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)			
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.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

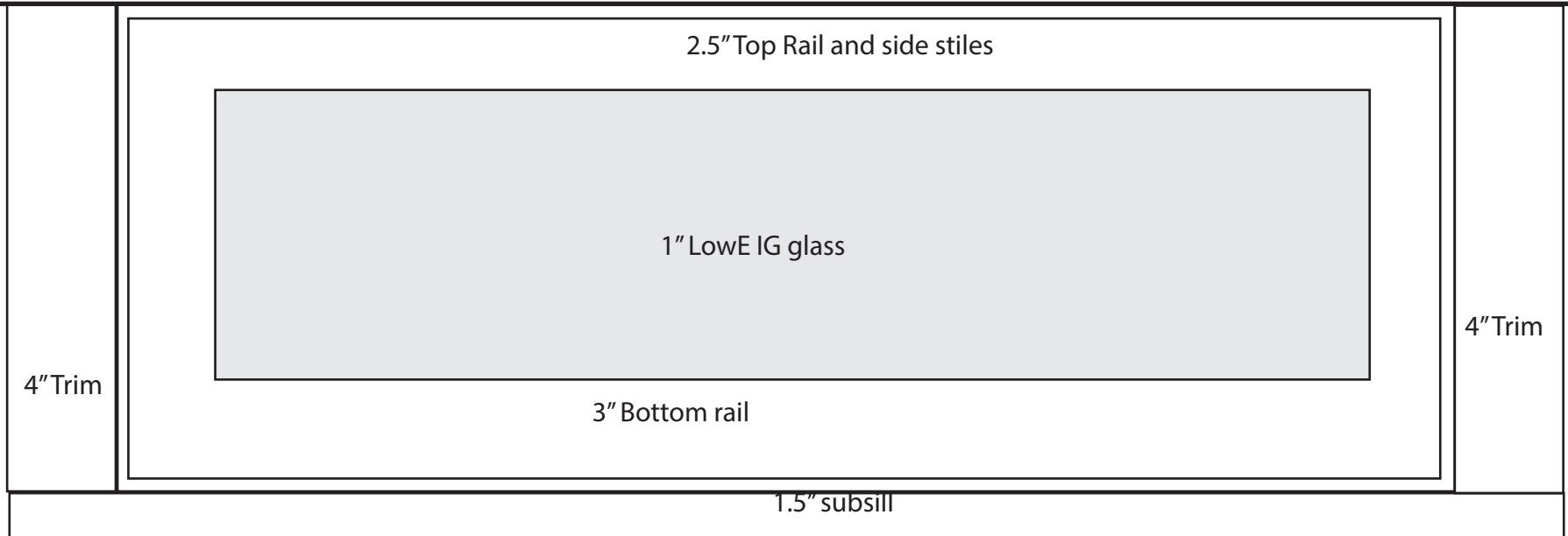
**CERTIFICATION AND SIGNATURE**

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
<i>Thomas Krutza</i>	8-11-2024	<i>Denro Ibrahim</i>	8-11-2024

Outside view - same trim inside, oak trimmed to match rest of house with crown and corners

upper trim is part of the trim board on house - unit to butt up to upper trim as seen in pics of other upper units and the original



### Drawing to show what actual unit will look like not drawn to scale

Awning sash swings outwards at bottom

Unit to be made of wood painted white or proposed White vinyl by Windgate Alliance systems

Frame size RO is 60 x 26

4" trim inside & outside

Client to stain interior trim

Other samples of work can be seen @ [www.gswoodworkingllc.com](http://www.gswoodworkingllc.com)















## MEMORANDUM

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: August 26, 2024

**RE: Design Review – 2101 Clark Street**

-----

**Background:** The applicant is proposing to remove existing privacy fencing located along the south lot line and replace it with six-foot-tall privacy fencing. The proposed fence line would begin ten feet in from the west lot line to achieve compliance with the City's Zoning Ordinance. As shown within the image below, the privacy fencing is intended to shield visibility from the shared driveway that services the three lots to the south.

While the installation of fencing is classified as a 'minor work' per the Commission's Design Guidelines, Section 4.6 of the Design Guidelines states that "*front yard fences should be of an open design such as picket and no greater than three feet in height.*" With the proposed fencing being located in front of the carriage house, a request to use privacy fencing would require approval from this Commission.

Privacy fencing that is visible from a public right-of-way is typically not recommended. With that said, the Commission's Design Guidelines also asks that privacy fencing is used to screen high-traffic areas such as shared driveways and parking lots. The existing fence line does just that – screen from public view a shared driveway that is located outside of the Clark Street Historic District. Preserving the integrity of a historic district does not apply solely to the land area that falls within the district boundary – careful consideration also needs to be had to make sure that the areas immediately adjacent to a historic district does not impugn its credibility. My belief is that placing new privacy fencing at the same location would achieve this goal, and I would recommend approval of the request subject to the following conditions:

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1. A final fence design is submitted to the Designated Agent for review and approval.
2. A fence permit shall be obtained prior to work commencing, meeting applicable provisions of the Stevens Point Zoning Ordinance.
3. The Designated Agent shall have the ability to approve minor amendments to the project plan.





# 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](mailto: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? <input checked="" type="checkbox"/> )	
Applicant Name	John Marceau Marceau Con.	Contact Name	
Address	8515thunder Trail	Address	
City, State, Zip	Nekoosa Wi.54457	City, State, Zip	
Telephone	7155704162	Telephone	
Fax		Fax	
Email	marceaucon@gmail.com	Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Dale Warner	Owner's Name	
Address	2101 Clark St.	Address	
City, State, Zip	Stevens Point Wi.	City, State, Zip	
Telephone	7153409710	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
Legal Description of Subject Property		
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	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
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)			
Rebuild fence. Dividing driveways. Fence will remain in the same location. Roughly same design. It will be built two feet taller. Within code. One week to rebuild.			
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.			
No			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
Yes. Same fence just taller.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
Yes			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			
Yes			

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

**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
	8/18/24		

## Adam Kuhn

---

**From:** John Marceau <marceaucon@gmail.com>  
**Sent:** Monday, August 19, 2024 4:41 PM  
**To:** Adam Kuhn  
**Subject:** Fence  
**Attachments:** 745794728.jpg

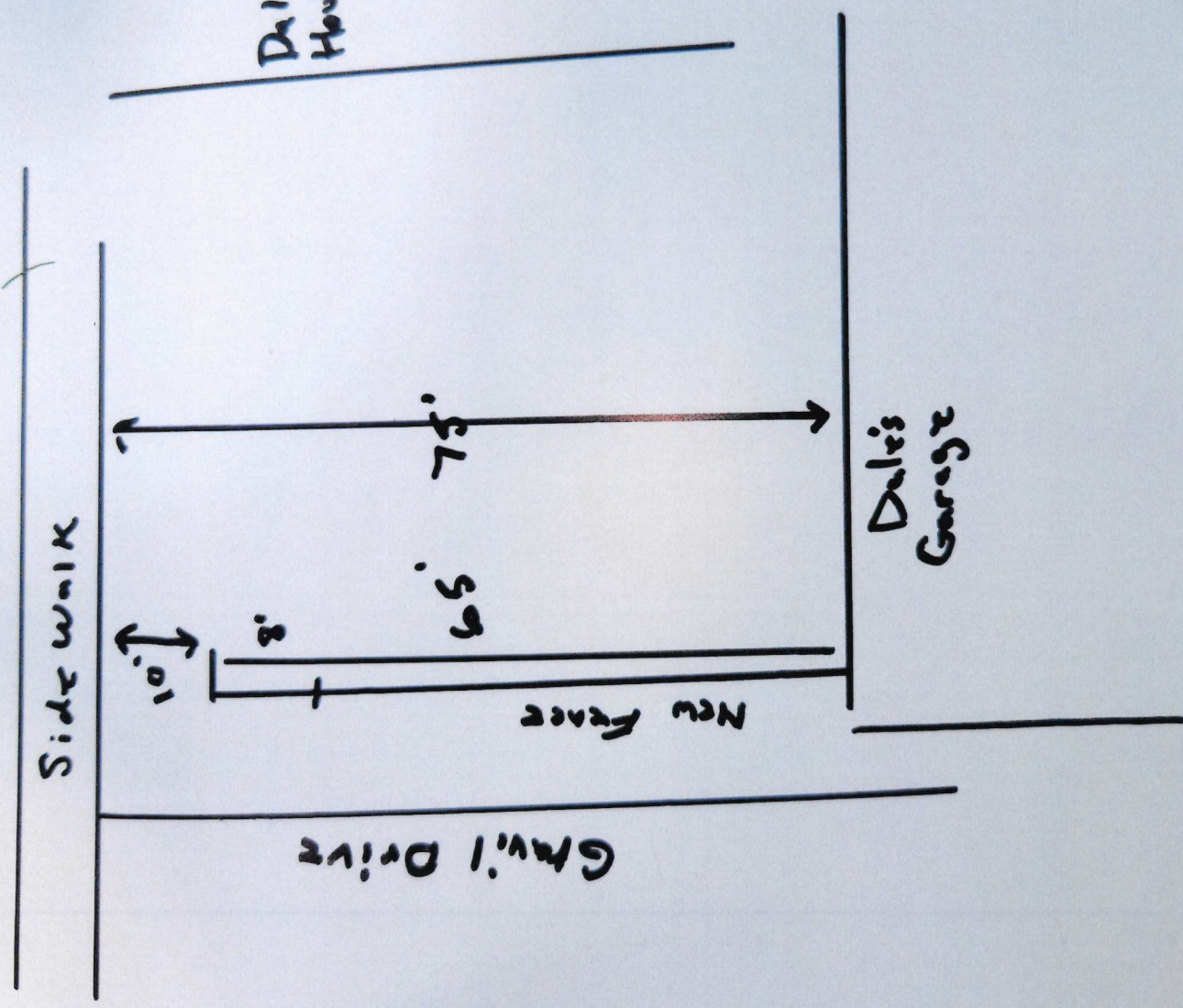






Let me know if you need anything else. And that you received everything you need. Thanks.

Clark  
Dale's House





## MEMORANDUM

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP  
Associate Planner / Zoning Administrator

Date: August 26, 2024

**RE: Design Review – 1324 Second Street**

-----

**Background:** The applicant is requesting approval from the Historic Preservation / Design Review Commission to remove the wrap-around awning located at 1324 Second Street. Consistent with the Commission's Design Guidelines, the removal of any awnings is considered a 'major work' and requires Commission review.

As inferred by the site photograph below, the awning has already been removed. Retroactively placing a request before the Commission is not the process that should occur for design review submittals; however, I want to make sure that we are being by-the-book in how improvements onto historic buildings are being considered and approved.

When considering requests to remove an awning, primary considerations are 1.) determining if an awning has historically been located on the building in question and 2.) if the awning is designed in a way that makes the building more historically appropriate. To start with the first question, archival photographs show that an awning was not historically located on the building. For the second question, the awning is not designed in accordance with the Commission's Design Guidelines. New awnings are required to be placed appropriately to fit in the openings above display windows and doors. This awning wraps around the north and east walls of the building, arguably concealing architectural details of the building that contribute to the Mathias Mitchell Public Square Historic District.

Knowing the above facts, my recommendation is to approve the removal of the awning, subject to the following conditions:

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1. Where the awning was mounted onto the building, appropriate coverings shall be provided to ensure that moisture does not retain behind the siding material.
2. The Designated Agent shall have the ability to approve minor amendments to the project plan.



*Circa 2024*



MAR 1977





# 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](mailto: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? <input type="checkbox"/> )	
Applicant Name	Leola Coverley	Contact Name	
Address	1324 2nd Street	Address	
City, State, Zip	Stevens Point WI 54401	City, State, Zip	
Telephone	715-310-9622	Telephone	
Fax		Fax	
Email	leeserviceswlc@gmail.com	Email	

### OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/> )		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
1324 2nd Street		
Legal Description of Subject Property		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)

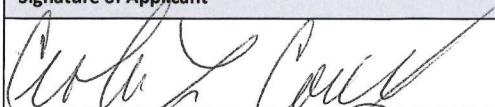
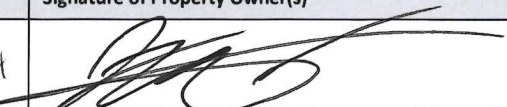
Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
Removal of the awning			
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.			
Due to the mold and weather damage it made the building look bad			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
Yes it will give the building a face lift. The city would appreciate the look after the removal			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
yes			
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 <a href="http://www.stevenspoint.com">www.stevenspoint.com</a> ) Explain your answer.			
We are using the same color as the building to touch up any mark ups from the awning. From Sherwin Williams color SW 9141 "Waterloo"			

**EXHIBITS**

Letter to District Alderperson ( <a href="http://www.stevenspoint.com/Directory">www.stevenspoint.com/Directory</a> )	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

**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
	5-15-24		05/20/24