



AGENDA
**HISTORIC PRESERVATION/
DESIGN REVIEW COMMISSION**

Members

- Chairperson Tim Siebert
- Vice Chair Peter Munck
- Alderperson Marc Christianson
- Barry Calnan
- Carol Molepske
- Janet Jurgella Finn (Alternate 1)
- Dan Kryst (Alternate 2)

Date and Time:	January 27, 2025 5:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 857 3963 7443 Passcode: 952086
			<u>Computer:</u> https://us02web.zoom.us/j/85739637443?pwd=27f7izJzRMMyW6x
			<u>Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the November 25, 2024 meeting of the Historic Preservation / Design Review Commission.
3. A request from Terence Landowski for a design review to create a window opening on the west elevation of the building located at 833 Clark Street (Parcel ID 281240832201413), consistent with Ch. 22.05(2).
4. Discussion on adopting a period of significance ordinance.
5. Discussion only: Implementation of the Stevens Point Historic Preservation Plan.

Closing Section:

6. 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.

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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

November 25, 2024 – 5:00 PM
933 Michigan Ave, Stevens Point, WI 54481

PRESENT: Vice Chair Munck, Alderperson Christianson, Commissioner Calnan & Commissioner Jurgella Finn

EXCUSED: Chair Siebert & Commissioner Molepske

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn

INDEX:

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the October 30, 2024 meeting of the Historic Preservation / Design Review Commission.
3. Public Hearing and action on a request from the City of Stevens Point to adopt the Stevens Point Historic Preservation Plan, consistent with Ch. 22.06(3)(2)(a).
4. A request from Matthew Lansing, representing Lansing Revocable Trust, for a design review to construct a covered deck on the north elevation of the principal structure located at 2124 Clark Street (Parcel ID 281240833200509), consistent with Ch. 22.05(2).

Closing Section:

5. Adjourn
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Opening Section:

1. Roll Call

Present: Munck, Christianson, Calnan & Finn

Excused: Siebert & Molepske

Discussion and Possible Action on the Following:

2. Report of the October 30, 2024 meeting of the Historic Preservation / Design Review Commission.

Motion by Commissioner Calnan to approve the October 30, 2024 minutes of the Historic Preservation / Design Review Commission; seconded by Alderperson Christianson.

Motion carried 4-0.

3. Public Hearing and action on a request from the City of Stevens Point to adopt the Stevens Point Historic Preservation Plan, consistent with Ch. 22.06(3)(2)(a).

Associate Planner / Zoning Administrator Kuhn provided a summary of events leading up to the drafting and editing of the Stevens Point Historic Preservation Plan. Vice Chair Munck opened the public hearing. Testimony was given by property owners of 2025 Main Street, 1909 Main Street, 1724 Clark Street & 1649 Clark Street.

Vice Chair Munck closed the public hearing. An ensuing conversation occurred between Commission members describing the process in creating the Plan and outlining some strategies for implementation.

Motion by Alderperson Christianson to recommend adoption of the Stevens Point Historic Preservation Plan; seconded by Commissioner Munck.

Motion carried 4-0.

4. A request from Matthew Lansing, representing Lansing Revocable Trust, for a design review to construct a covered deck on the north elevation of the principal structure located at 2124 Clark Street (Parcel ID 281240833200509), consistent with Ch. 22.05(2).

Associate Planner / Zoning Administrator Kuhn provided a summary of project, followed by the applicant answering some clarifying questions raised by Commission members.

Motion by Commissioner Munck to grant a design review for proposed improvements to the principal building at 2124 Clark Street with the below conditions; seconded by Commissioner Calnan.

Motion carried 4-0.

Conditions:

- **Final color selections for the wood trim and eave detailing shall be sent to the Designated Agent for review and approval.**
- **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 project plan.**

Closing Section:

5. Adjourn

Meeting adjourned at 5:57 PM.

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

Administrative Staff Report

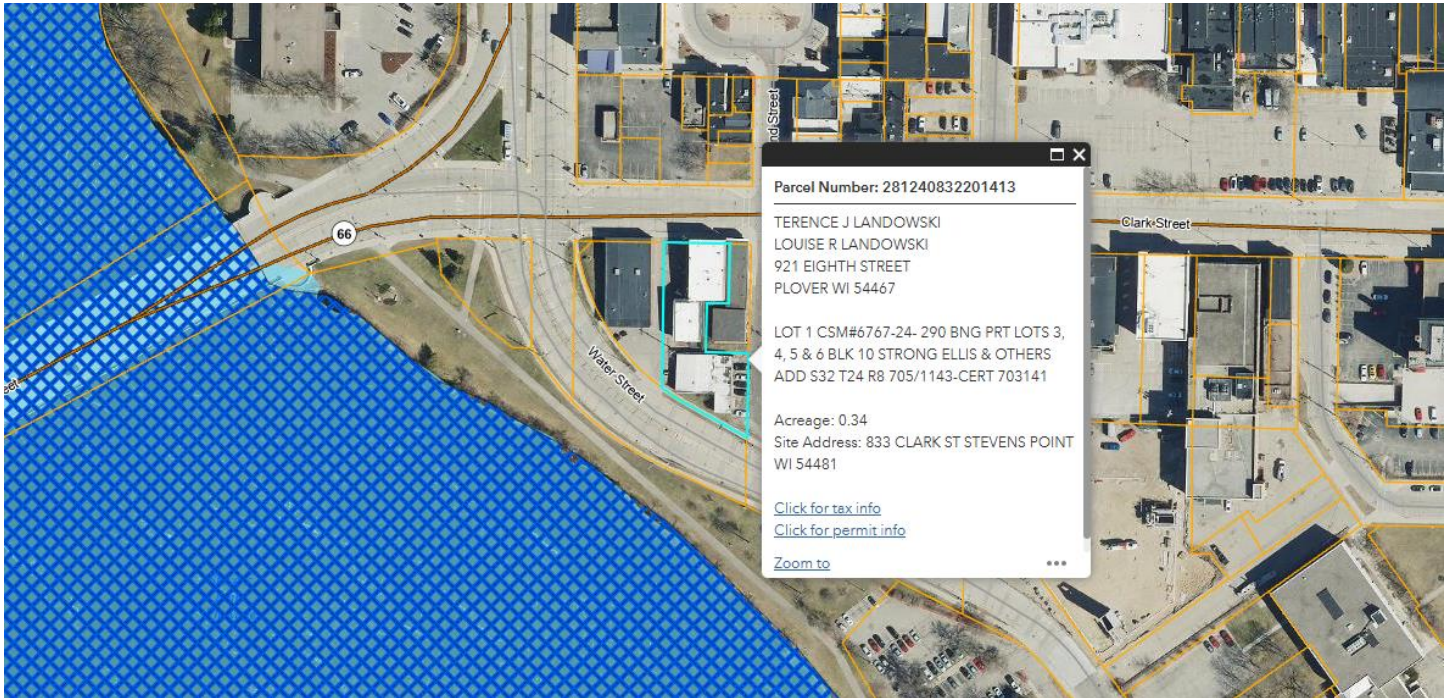


**Design Review
833 Clark Street
January 27, 2025**

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

<p>Applicant(s):</p> <ul style="list-style-type: none"> Terence Landowski <p>Staff:</p> <ul style="list-style-type: none"> Adam Kuhn, Associate Planner akuhn@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 281240832201413 <p>Zone(s):</p> <ul style="list-style-type: none"> "B-3" Central Business District <p>Council District:</p> <ul style="list-style-type: none"> District 9 – Ald. Lang <p>Lot Information:</p> <ul style="list-style-type: none"> Actual Frontage: 74.77 feet Effective Depth: 165.77 feet Square Footage: 14,805 Acreage: 0.34 <p>Structure Information:</p> <ul style="list-style-type: none"> Year of construction: 1909 (116 years old) <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 22 Downtown Design Guidelines 	<p>Request</p> <p>A request from Terence Landowski for a design review to create a window opening on the west elevation of the building located at 833 Clark Street (Parcel ID 281240832201413), consistent with Ch. 22.05(2).</p> <p>City Official Design Review / Historic District</p> <ol style="list-style-type: none"> Downtown Design Review District <p>Staff Recommendation</p> <p>Approve the request for a design review to create a window opening on the west elevation of the building located at 833 Clark Street (Parcel ID 281240832201413), subject to the following conditions:</p> <ol style="list-style-type: none"> Additional window trim shall be installed that matches the design of the second-floor windows, subject to the review and approval of the Designated Agent. 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 project plan.
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Vicinity Map



Scope of Work

Overview: The applicant is requesting a design review to install a new window opening on the west elevation of the building located at 833 Clark Street. As you can see in the images below, the window has already been installed without first obtaining design review approval and a building permit. The code enforcement process has been ongoing since November, and we are now at the point where the request can be brought before the Commission for consideration.

As you can see below, the installed window is located where a window opening used to exist. This window opening was covered with brick some several decades ago, and the proposed window matches the former window in size. Additionally, the new window contains specific architectural elements that exist on the other windows (i.e., having a window sill and an arch above the window). The new window is a double hung window and contains red colored window trim, both matching what exists among the other second floor windows.

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

- o. Installation of new windows and doors*

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. 3.4: WINDOWS AND DOORS

7. Historic windows and doors should be properly maintained and protected by:

- a) Maintaining caulking and weather stripping to ensure the unit is weather tight and to improve thermal efficiency.**
- b) Properly cleaning wood windows and doors and maintaining a sound paint film.**

Analysis: As a condition of approval, the new window will be required to have an appropriate amount of caulking to ensure it is weather tight.

Findings: This standard is met.

11. Introduction of new window and door openings into the principal elevations of a structure is not recommended. If permitted, new openings should be proportionally the same as existing openings and should have matching sash, glass, sills, frames, casings, and muntin patterns.

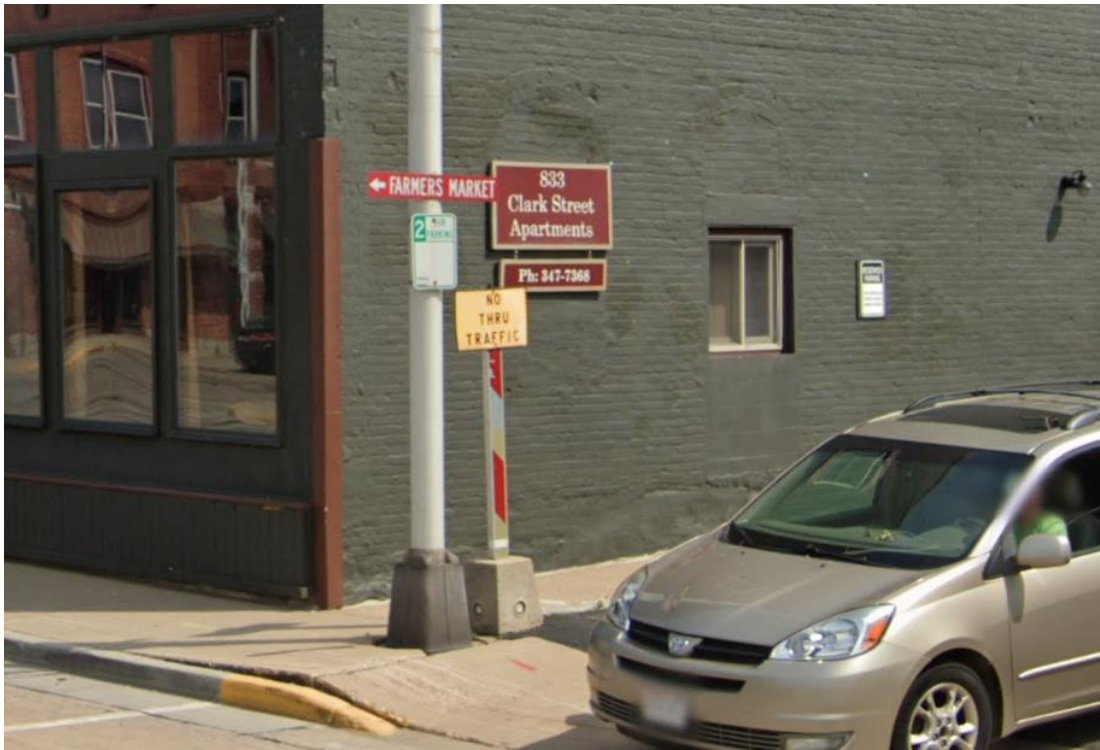
Analysis: A new window opening is proposed on the west elevation of the building. While this is the side wall of the building, the new window is still visible from Clark Street.

Findings: The new window opening matches the former window opening that was once present at this location. The proposed window matches the same window design, trim color and provided architectural elements that exist on the other non-storefront windows.

14. Permanently filling in existing window or door openings is not recommended.

Analysis: A window used to exist at this location that was filled in at some point in the past. The applicant is proposing to reintroduce a window opening at the same location.

Findings: Staff believes that this proposal corrects an inappropriate building improvement that took place in past.



Filled Window Opening - 2023







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? <input checked="" type="checkbox"/>)	
Applicant Name	Louise & Terence Landowski	Contact Name	
Address	921 Eighth St	Address	
City, State, Zip	Plover, WI 54467	City, State, Zip	
Telephone	(715) 347-7368	Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input checked="" 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
833 Clark St Stevens Point		
Legal Description of Subject Property		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)

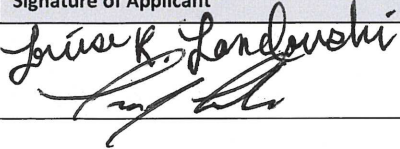
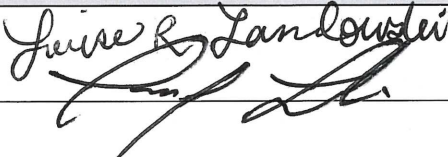
Current Zoning District(s)		Current Historic District(s) - Local, State, National	
Designated Future Land Use Category		Current Use of Property	Proposed Use of Property
		Commercial / Residential	Same
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. 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 PATCHED-IN BRICKS IN WINDOW OPENINGS TO REPLACE WITH NEW WINDOW IN THE ORIGINAL WINDOW FRAMING DESIGN			
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 GOAL IS TO RETURN EXTERIOR TO ORIGINAL DESIGN. WINDOWS WERE BRICKED IN AND REPLACED WITH VINYL-CLAD WINDOWS THAT MATCH THE ORIGINALS IN DESIGN, SIZE, PROPORTION AND DETAILING.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
YES, THE ORIGINAL BUILDING EXTERIOR IS BEING RESTORED TO THE INTENDED PURPOSE BY REINSTALLING WINDOWS IN EXISTING FRAMEWORK AND IS IDENTICAL TO 2 ND FLOOR WINDOW DESIGN.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
YES. IT IS ARCHITECTURALLY APPROPRIATE DUE TO ORIGINAL DESIGN APPARENT ON EXTERIOR WALL.			
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, SEE ABOVE.			

EXHIBITS

Letter to District Alderperson (www.stevenspoint.com/Directory)	<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
	12-2-24 12-2-24		12-2-24 12-2-24



MEMORANDUM

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: January 27, 2025

RE: Period of Significance Ordinance

Background: As Commissioners may know, the City has been a member of the National Park Service's [Certified Local Government](#) (CLG) program since 1985. There are a few requirements for municipalities to be a CLG, one of which being that it has a historic preservation ordinance that meets certain standards. While the [City's Historic Preservation Ordinance](#) met minimum standards in 1985, new practices in preservation planning have led to the City's Ordinance lacking certain standards. One such standard is having a period of significance ordinance.

A period of significance ordinance would outline the beginning and ending years of important events, persons, activities, or other characteristics tied to a historic district. Establishing the period of significance for a historic district is particularly important for defining which buildings are contributing or noncontributing. Taken from the City's Historic Preservation Design Guidelines, a contributing structure is defined as "a structure determined to have been constructed during the period of significance of the historic district, and that possess historic integrity." Besides the definition for a contributing structure, various design guidelines exist that apply only to building that are defined in our Historic Preservation Ordinance as contributing or noncontributing. With the City's Historic Preservation Ordinance not outlining what the period of significance is for our local historic districts, it leads to more ambiguity for staff and the Commission as to what buildings are, in fact, contributing.

The proposed ordinance amendment would achieve the following:

1. Define the term 'period of significance' as "the duration of time between the beginning and end years of important events, activities, persons, architectural style or other attained characteristics for a locally designated historic district."

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2. Outline that the period of significance for the Clark Street Historic District is 1855-1965.
3. Outline that the period of significance for the Mathias Mitchell Public Square Historic District is 1864-1931.

Please note that the proposed period of significance for the Clark Street & Mitchell Public Square Historic Districts match the period of significance for their counterpart historic districts that are listed on the National Register of Historic Places. Additionally, it should be noted that I have not proposed a period of significance for the Downtown Design Review District. The Downtown Design Review District spans properties of different land uses and buildings constructed from the mid-1800s up to today. Given these facts, I do not believe we could reasonably apply a period of significance for this area that would not create unintended consequences.

For the January 27th Commission meeting, please review the proposed ordinance amendments and be prepared to discuss. No action will be taken during this meeting. Additionally, please be prepared to discuss the approval process associated with building improvements sought for a noncontributing structure (i.e., a building that was constructed outside of the period of significance for a historic district). Upon review of other municipal ordinances, the following are examples of how an approval process could be structured for improvements on a noncontributing structure:

1. Maintain the status quo. Improvements proposed on a contributing and noncontributing structure are subject to the same major and minor work approval threshold, as well as the applicable design standards.
2. Have all improvements be considered a minor work per the Commission's Design Guidelines. As a reminder, minor works are subject to administrative review. Under this approach, a historic review will still occur for all projects; however, there would be less red tape associated with these projects. Please note that the same administrative review process would occur – if I believe that a design guideline is not met for a project, the project is automatically referred to the Commission for consideration.
3. A compromise of the above two processes. Under this approach, the Design Guidelines will be strategically amended to reflect certain types of improvements on a noncontributing structure that warrant Commission review versus staff review.

Ultimately, my opinion is that noncontributing structures should require some degree of historic review. My preference is that either the first or third approval process referenced above is selected, but nonetheless it is the Commission's discretion to choose the best approach.

Exhibit A: Noncontributing structures within the Mathias Mitchell Public Square & Clark Street Historic Districts

Mathias Mitchell Public Square Historic District:

- 831 Main Street (Joe's Bar)
- 1044 Main Street (Lee Ayers Jewelers)
- 1052 Main Street (Downtown Plaza)
- 1100 Main Street (Children's Museum)
- 1101 Main Street (Bill's Pizza Shop)
- 1105 Main Street (Stevens Point Convention & Visitors Bureau)
- 1125 Main Street (Gepetto's)
- 1148 Main Street (International Ink)
- 1221 Second Street (Former Caravan Wine Shop)

Clark Street Historic District:

- 1724 Clark Street

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE
OF THE CITY OF STEVENS POINT, WISCONSIN**

[Chapter 22 of the Revised Municipal Code – Historic Preservation Ordinance – Period of Significance]

The Common Council of the City of Stevens Point, Portage County, Wisconsin, do ordain as follows:

SECTION I: That Section 22.02, Historic Preservation Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended as follows:

The definitions shall be as follows:

- **Period of Significance:** Is the duration of time between the beginning and end years of important events, activities, persons, architectural style or other attained characteristics for a locally designated historic district.

The period of significance for the Mathias Mitchell Public Square Historic District shall be from 1864-1931.

The period of significance for the Clark Street Historic District shall be from 1855-1965.

SECTION II: That Section 22.06(2), Historic Preservation Ordinance of the Revised Municipal Code of the City of Stevens Point, shall be amended as follows:

Division 6.02: Creation of a Historic District

- 1) For preservation purposes, the Historic Preservation / Design Review Commission shall select geographically defined areas within the city to be designated as local historic districts and may, with the assistance of the Community Development Department, prepare a historic preservation plan in ordinance form for each area. **When a historic district is proposed, the Commission shall designate the period of significance for that district.**

A historic district may be designated for any geographic area of particular historic, architectural, or cultural significance to which:

- a) Exemplifies or reflects the broad cultural, political, economic, or social history of the nation, state, or community; or
- b) Is identified with historic personages or with important events in national, state, or local history; or
- c) Embodies the distinguishing characteristics of architectural types or specimens inherently valuable for the study of a period or periods, styles, methods of construction, or of indigenous materials or craftsmanship; or
- d) Is representative of the notable works of master builders, designers, or architects who influenced their age; or
- e) Has yielded, or may be likely to yield, information important to history or prehistory.

SECTION III: That this ordinance shall take effect upon passage and publication.

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated:
Adopted:

Drafted by: Adam Kuhn
Return to: City Clerk



MEMORANDUM

To: Historic Preservation / Design Review Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: January 27, 2025

RE: Implementation of the Historic Preservation Plan

Background: Last month, the Common Council adopted the City's first Historic Preservation Plan. Now comes the time to begin implementing proposed actions in the Plan. Attached is the list of actions as identified within the implementation chapter. Please review this list of actions and decide which items you would like the Commission and I to work on in 2025. As a reminder, some actions could take a few weeks or months to accomplish, while others will take years to complete.

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Surveying Efforts & Priorities				
Policy 1.1: Complete a Citywide Intensive Survey by 2036.	10-15 Years	\$\$	HPDRC, City	High
Policy 1.2: Resurvey the Proposed Church of the Intercession – St. Stephens R.C. Church Historic District.	1-5 Years	\$	HPDRC, City	High
Policy 1.3: Resurvey the Proposed Pine Street – Plover Street Historic District.	5-10 Years	\$\$	HPDRC, City	Low
Policy 1.4: Prioritize Areas in Stevens Point for Future Surveying Efforts.	5-10 Years	\$	HPDRC, City, BID, OCS	Medium
Policy 1.5: Prioritize Areas in Stevens Point to Conduct an Archeological Survey.	5-10 Years	\$	HPDRC, City, OCS	High

\$ = Low Cost
 \$\$ = Medium Cost
 \$\$\$ = High Cost

HPDRC = Historic Preservation / Design Review Commission; City = City of Stevens Point; BID = Downtown Business Improvement District Board; PC = Plan Commission; OCS = Other Community Stakeholders (e.g., churches, schools, community advocates, public and private organizations).

Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 1.6: Promote Future Research and Documentation of the Following Ethnic and Social Groups within Stevens Point: the Indigenous Population, Eastern Europeans, Scandinavians, Hmong, Women, Latinx and LGBTQIA+.	5-10 Years	\$\$	City, OCS	Medium
Local and National District Nominations				
Policy 2.1: Designate the City Block Bounded by Clark Street, Division Street, Ellis Street, and Rogers Street to the Downtown Design Review District.	1-5 Years	\$	HPDRC, City, OCS	High
Policy 2.2: Expand the District Boundary of the Clark Street Historic District to Match the Boundary of the Clark Street – Main Street Historic District.	1-5 Years	\$	HPDRC, City, OCS	High
Policy 2.3: Promote Dialogue with Property Owners of Historic Sites to Encourage Local Landmark Designation Requests.	Ongoing	\$	HPDRC, City, OCS	Medium
Policy 2.4: Require Property Owner Consent for Local Historic District Nominations.	1-5 Years	\$	HPDRC, City	Medium

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 \$\$ = Medium Cost
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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 2.5: Prepare an annual report of each eligible National Historic District.	Ongoing	\$	City	Low
Policy 2.6: Designate the Church of the Intercession – St. Stephens R.C. Church Historic District to the National Register of Historic Places if a Future Intensive Survey Confirms Eligibility to the National Register.	5-10 Years	\$\$	HPDRC, City	Medium
Policy 2.7: Designate the Pine Street – Plover Street Historic District to the National Register.	5-10 Years	\$\$	HPDRC, City	Medium
Policy 2.8: Prioritize Buildings and Properties Under City Ownership for National Register Nominations.	Ongoing	\$\$	City	Medium
Ordinance Amendments				
Policy 3.1: Adopt a Demolition Delay Ordinance.	1-5 Years	\$	HPDRC, City	High

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 3.2: Incorporate Economic Hardship Provisions within the City's Historic Preservation Ordinance.	1-5 Years	\$	HPDRC, City	High
Policy 3.3: Consider Requiring Façade Easements for Building Projects Receiving Financial Assistance from the City.	5-10 Years	\$	HPDRC, City, BID, OCS	Medium
Policy 3.4: Promote the Adaptive Reuse of Historic Buildings as a Sustainability Initiative.	Ongoing	\$\$	City, OCS	Medium
Policy 3.5: Encourage the Reusing of Building Materials for Historic Buildings that were Demolished.	Ongoing	\$	City, OCS	Low
Policy 3.6: Incorporate Sustainable Design Standards within the Historic Preservation / Design Review Commission's Design Guidelines.	1-5 Years	\$	HPDRC, City	High
Policy 3.7: Adopt Design Guidelines About the Commercial Use of a Historic Building's Rooftop.	1-5 Years	\$	HPDRC, City, BID	Medium

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 3.8: Provide Training Opportunities for Historic Preservation / Design Review Commission.	Ongoing	\$\$	HPDRC, City	Medium
Zoning & Development				
Policy 4.1: Create Conservation Districts Matching Eligible National Historic District Boundaries.	5-10 Years	\$	City, PC, OCS	Medium
Policy 4.2: Consolidate and Match Applicable Rules and Regulations Between the Design Guidelines and Zoning Ordinance.	1-5 Years	\$	City, PC	High
Policy 4.3: Amend the 'Downtown District' Future Land Use Criterion to Prioritize Mixed-Use Development Among Historic Buildings Along Main Street and Clark Street within the Downtown Design Review District.	1-5 Years	\$	City, PC, BID, OCS	Medium

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 \$\$ = Medium Cost
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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 4.4: Promote the Rooftop Activation of Historic Buildings within the 'Housing' and 'Land Use' Elements of the Stevens Point Comprehensive Plan.	1-5 Years	\$	City, PC	Low
Policy 4.5: Encourage the Adaptive Reuse of Historic Buildings, Particularly Vacant Second Floors, as an Option to Meet Affordable Housing Demand.	5-10 Years	\$\$	City, PC, BID, OCS	High
Financial Assistance				
Policy 5.1: Amend the City's Façade Improvement Grant Program to Encourage Greater Use.	1-5 Years	\$	HPDRC, City	High
Policy 5.2: Promote the City's New Downtown Window Reopening Grant Program.	1-5 Years	\$	HPDRC, City	Medium
Policy 5.3: Create a Revolving Loan Fund for Building Rehabilitation Projects.	1-5 Years	\$\$	City	High

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 5.4: Partner with the Downtown Business Improvement District to Create a Commercial Revitalization Fund.	5-10 Years	\$\$	City, BID	Low
Policy 5.5: New Financial Assistance Programs Should Prioritize Single- and Two-Family Residential Areas.	5-10 Years	\$\$	City	Medium
Policy 5.6: Provide Technical Assistance to Property Owners in Submitting Rehabilitation Tax Credit Applications.	Ongoing	\$	City, OCS	High
Policy 5.7: Publicize and Encourage State and National Historic District Property Owners to Apply for Tax Credits.	Ongoing	\$	City, OCS	High
Policy 5.8: Create a Comprehensive List of State, Federal, and Non-Profit Funding Sources and Publish it on the City's Website.	1-5 Years	\$	City	High
Policy 5.9: Prioritize Community Development Block Grant Funds for Historic Areas Not Within a local historic district and design review district.	10-20 Years	\$\$\$	City	Low

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Tourism				
Policy 6.1: Create a Plaque Program to Showcase Historic Buildings, Sites, and Improvements, Both Existing and Lost.	1-5 Years	\$	HPDRC, City, OCS	High
Policy 6.2: Partner with the Portage County Historical Society to Create a Virtual Walking Tour of Stevens Point's Historic Areas.	1-5 Years	\$\$	City, OCS	High
Policy 6.3: Collaborate with the Stevens Point Area Convention & Visitors Bureau & Portage County Historical Society in Submitting a Grant Application Through the Wisconsin Heritage Tourism Program.	5-10 Years	\$\$	City, OCS	Medium
Policy 6.4: Assess Historic Buildings and Sites that Contribute to Heritage Tourism.	5-10 Years	\$\$	City, OCS	Low
Policy 6.5: Work with Community Organizations to Establish a History Museum or Facility in Stevens Point.	10-20 Years	\$\$\$	City, OCS	Medium

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 6.6: Develop Branding Materials to Highlight Heritage Tourism Attractions in Stevens Point.	5-10 Years	\$\$	City, OCS	Low
Sense of Place				
Policy 7.1: Support Public Transit Improvements Along Arterial and Collector Streets.	10-20 Years	\$\$\$	City, OCS	Medium
Policy 7.2: Provide More Illumination and Public Art Along the Church Street Underpass.	5-10 Years	\$\$	City, OCS	Low
Policy 7.3: Collaborate with the University of Wisconsin – Stevens Point to Incorporate Landscaping Improvements Along Clark Street in Front of Old Main.	10-20 Years	\$\$	City, OCS	Medium
Policy 7.4: Work with the Stevens Point Alliance and Downtown Business Improvement District to Provide Flowers and Other Low-Rise Vegetation Along Main Street and Clark Street.	5-10 Years	\$\$	City, BID, OCS	Low

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 7.5: Evaluate and Implement Lighting Improvements that are Context-Sensitive.	10-20 Years	\$\$\$	City, OCS	Medium
Policy 7.6: Collaborate with City departments to Adopt an ADA Transition Plan.	5-10 Years	\$\$	City, OCS	High
Policy 7.7: Incorporate Brick, Cobblestone, or Stamped Concrete Sidewalks for New Construction on Undeveloped Parcels.	Ongoing	\$\$	City, OCS	Medium
Policy 7.8: Collaborate with Property Owners to Encourage the Long-Term Maintenance of Existing Murals.	Ongoing	\$	City, OCS	High
Policy 7.9: Prioritize the Implementation of the City's Comprehensive Outdoor & Recreation Plan for Parks and Open Spaces that Contribute to a Historic District.	Ongoing	\$\$	HPDRC, City, OCS	Medium

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Education & Advocacy				
Policy 8.1: Partner with Realtors and Financial Institutions to Provide Informational Materials to New Homeowners About the History of their Historic Building, Regulations, and Resources Available to Them.	1-5 Years	\$\$	HPDRC, City, OCS	High
Policy 8.2: Develop an Educational Handbook for Property Owners.	1-5 Years	\$\$	City	High
Policy 8.3: Partner with the Wisconsin Main Street Program to Provide Design Assistance to Property Owners and Contractors who Propose Improvements on a Historic Building and Site.	Ongoing	\$	City, OCS	Medium
Policy 8.4: Create an Annual Report on Historic Preservation in Stevens Point and Present it to the Historic Preservation / Design Review Commission and Common Council.	Ongoing	\$	City	Low
Policy 8.5: Include Meeting Minutes of the Historic Preservation / Design Review Commission on Common Council Agendas for Approval.	Ongoing	\$	City	Medium

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 8.6: Produce Regular Newsletters to Property Owners of Historic Buildings.	Ongoing	\$	City, OCS	Low
Policy 8.7: Partner with the University of Wisconsin – Stevens Point to Produce Workshops with Students and Community Advocates on the Importance of Historic Preservation.	Ongoing	\$\$	HPDRC, City, OCS	Medium
Policy 8.8: Create an Awards Program that Recognizes Property Owners of Successful Historic Preservation Projects.	Ongoing	\$	City	Low
Policy 8.9: Establish an Online Database of the City's Historic Collection.	5-10 Years	\$\$	City	High
Policy 8.10: Create Online Tours and Websites About Lost Buildings Consequential to the History of Stevens Point.	5-10 Years	\$\$	City, OCS	High

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Policy Recommendation	Timeline to Complete	Cost Estimate	Partners	Priority
Policy 8.11: Create an Ambassador Program that Focuses on Historic Preservation.	5-10 Years	\$\$	City, OCS	Low
Policy 8.12: Amend the Noticing Process of Proposals Before the Historic Preservation / Design Review Commission for Consideration.	1-5 Years	\$	City	High

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