



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:	November 13, 2025 5:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 832 9011 7002 Passcode: 840318
			<u>Computer:</u> https://us02web.zoom.us/j/83290117002?pwd=wfbVg1VQ1Mjaw
			<u>Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on:

2. Report of the October 23, 2025 meeting of the Historic Preservation / Design Review Commission.
3. A request from Nicole Terrill, representing Elodin Holdings LLC, for a design review to install a structure on the property located at 1220 Briggs Court (Parcel ID 281240832200137), consistent with Ch. 22.02(2).
4. A request from Robert Wilder to install a deck on the building located at 1724 Clark Street (Parcel ID 281240832103612), consistent with Ch. 22.05(2).
5. Overview of Zoning Code Rewrite:
 - Conservation Districts
 - City 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.

REPORT OF THE HISTORIC PRESERVATION/DESIGN REVIEW COMMISSION

October 23, 2025 – 5:00 PM
933 Michigan Ave, Stevens Point, WI 54481

PRESENT: Chair Siebert, Alderperson Christianson, Commissioner Calnan, Commissioner Molepske, and Commissioner Kryst

EXCUSED: Vice Chair Munck, Commissioner Jurgella Finn

ALSO PRESENT: Associate Planner / Zoning Administrator Kuhn

INDEX:

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the July 29, 2025 meeting of the Historic Preservation / Design Review Commission.
3. A request from Nick Busa, representing 13 Investments LLC, for a design review to apply exterior paint on the building located at 1043 Union Street (Parcel ID 281240832200116) not found on a Commission-approved color palette, consistent with Ch. 22.05(2).
4. A request from Sue Werwinski for a design review to install a garage door on the building located at 1416 Main Street (Parcel ID 281240832100512), consistent with 22.05(2).
5. A request from Linda Jaros for a design review to apply a new siding material on the building located at 2000 Clark Street (Parcel ID 281240832103516), consistent with Ch. 22.05(2).

Closing Section:

6. Adjourn
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Opening Section:

1. Roll Call

Present: Siebert, Christianson, Calnan, Molepske, and Kryst

Excused: Munck, Jurgella Finn

Discussion and Possible Action on the Following:

2. Report of the July 29, 2025 meeting of the Historic Preservation / Design Review Commission.

Motion by Commissioner Calnan to approve the July 29, 2025 minutes of the Historic Preservation/Design Review Commission; seconded by Commissioner Kryst.

Motion carried 5-0.

3. A request from Nick Busa, representing 13 Investments LLC, for a design review to apply exterior paint on the building located at 1043 Union Street (Parcel ID 281240832200116) not found on a Commission-approved color palette, consistent with Ch. 22.05(2).

Associate Planner/Zoning Administrator Kuhn provided an overview of the proposed request to apply exterior paint on the building located at 1043 Union Street not found on a Commission-approved color palette.

Motion by Alderperson Christianson to approve the request to apply exterior paint on the building located at 1043 Union Street not found on a Commission-approved color palette; seconded by Commissioner Calnan.

Motion carried 5-0.

4. A request from Sue Werwinski for a design review to install a garage door on the building located at 1416 Main Street (Parcel ID 281240832100512), consistent with 22.05(2).

Associate Planner/Zoning Administrator Kuhn provided an overview of the proposed request to install a garage door on the building located at 1416 Main Street, consistent with 22.05(2).

Motion by Alderperson Christianson to approve the request to install a garage door on the building located at 1416 Main Street, consistent with 22.05(2); seconded by Commissioner Molepske.

Motion carried 5-0.

5. A request from Linda Jaros for a design review to apply a new siding material on the building located at 2000 Clark Street (Parcel ID 281240832103516), consistent with Ch. 22.05(2).

Associate Planner/Zoning Administrator Kuhn provided an overview of the proposed request to apply a new siding material on the building located at 2000 Clark Street, consistent with Ch. 22.05(2). The new siding being proposed is steel metal paneling, as opposed to the old wood siding.

Motion by Alderperson Christianson to conditionally approve the request to apply a new siding material on the building located at 2000 Clark Street, consistent with Ch. 22.05(2), contingent on maintaining architectural details. Kuhn may approve the project after review, if he feels the request aligns with the views of the Commission; if uncertainty arises, the applicant will return to next Commission meeting to present design details. This motion was seconded by Commissioner Kryst.

Motion carried 4-1

Closing Section:

6. Adjourn

Meeting adjourned at 5:30 PM.

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

Administrative Staff Report

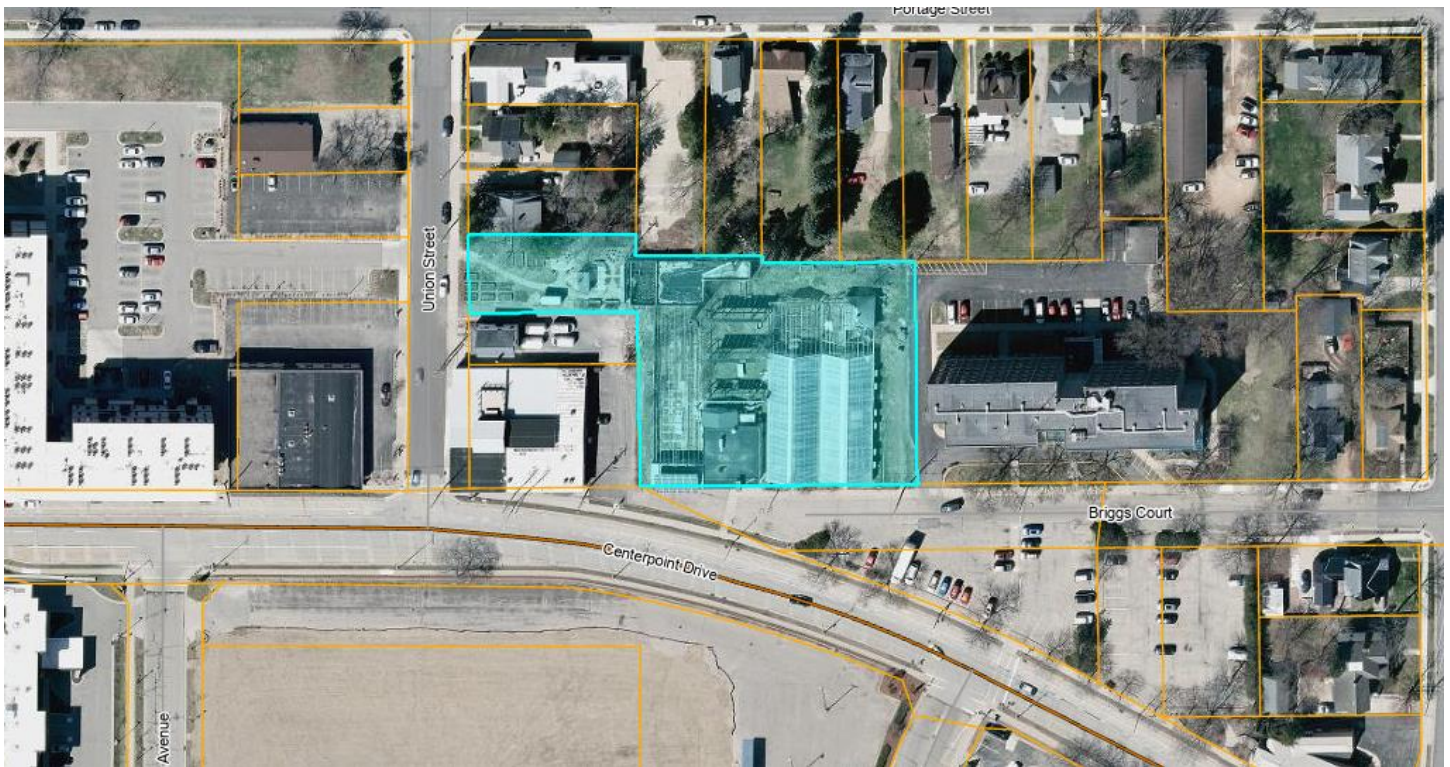


**Design Review
1220 Briggs Court
November 13, 2025**

**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"> Nicole Terrill, representing Elodin Holdings LLC <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"> 281240832200137 <p>Zone(s):</p> <ul style="list-style-type: none"> "B-2" Central Business Transition District <p>Council District:</p> <ul style="list-style-type: none"> District 1 – Ald. Christianson <p>Lot Information:</p> <ul style="list-style-type: none"> Actual Frontage: 276 feet Effective Depth: 172 feet Square Footage: 45,537 Acreage: 1.045 <p>Structure Information:</p> <ul style="list-style-type: none"> Year Built: 1958 (65 years) Number of Stories: 1 <p>Current Use:</p> <ul style="list-style-type: none"> Community Building <p>Applicable Regulations:</p> <ul style="list-style-type: none"> Chapter 22 Downtown Design Guidelines 	<p>Request</p> <p>A request from Nicole Terrill, representing Elodin Holdings LLC, for a design review to install a structure on the property located at 1220 Briggs Court (Parcel ID 281240832200137), consistent with Ch. 22.05(2).</p> <p>City Official Design Review / Historic District</p> <ol style="list-style-type: none"> Downtown Historic Design Review District <p>Staff Recommendation</p> <p>Approve the request for a design review to install a structure on the property located at 1220 Briggs Street (Parcel ID 281240832200137), subject to the following conditions:</p> <ol style="list-style-type: none"> The proposed site improvements shall be permitted to be reintroduced back onto the subject property for subsequent years, provided that the building improvements do not deviate from this design review. Staff shall have the ability to approve minor amendments to this design review request.
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Vicinity Map



Scope of Work

Overview: The applicant is requesting to place a 128 square foot building on the northwest corner of the subject property that will be situated on a trailer. The purpose of this trailer is to accommodate mobile sauna that is intended to be located on the property for roughly five months this year (relocated off-site during the Fall), with the potential to extend the timeframe in subsequent years. As shown below, the mobile sauna trailer will be made almost exclusively out of cedar wood. The use of cedar wood siding is not only consistent with permanent sauna establishments throughout the country but is consistent with the historic industrious nature of this area of the Downtown (between Centerpoint Drive and Portage Street). In addition to the sauna trailer, other site improvements intended for this proposed land use includes a 128 square foot deck situated next to the trailer, picket and privacy fencing (both made out of wood) and a magidome. Please note that the three aforementioned site improvements are considered a 'minor work' per the Commission's Design Guidelines and have been reviewed ahead of this meeting for conformity.

In consultation with the City Attorney's Office, the proposed sauna unit is considered a 'structure' per the City's Zoning Code and would, in turn, be subject to a historic review by this Commission. Please note applicable land use regulations have been reviewed with respect to this proposed land use. According to Section 7.4 of the Historic Preservation / Design Review Commission's Design Guidelines, the construction of new structures is considered a 'major work' and requires the review and approval of the Commission. Said requirement is outlined below.

Sec. 7.4: Major and Minor Works

Sec. 7.4.1 Major Works (HPDRC Approval)

a. New construction or additions to primary buildings

The process to obtain a design review from the Commission is identified below.

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

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

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

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

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

SEC. 5.1.2: Commercial Massing, Scale and Orientation Guidelines

- 6. Where buildings are set back from the front property line, the parking should be to the side and rear only.**

Analysis: As the subject property is zoned “B-2” Central Business Transition, the City’s Zoning Code does not have minimum parking requirements for this new land use. The applicant will be utilizing on-street parking off of Union Street for prospective customers.

Findings: This standard is met.

- 7. New buildings should have their main entrance and primary architectural façade facing the street. New buildings should have a rear entrance to accommodate rear parking and access.**

Analysis: The glass windows proposed on the sauna unit will be visible from the street and will provide architectural variety compared to the sides of the unit. Additional parking is not proposed to accommodate this land use.

Findings: This standard is met.



SEC. 5.1.3: Design, Proportion and Architectural Element Guidelines

- 1. The design of a new building should not attempt to create a false historic appearance, but rather complement buildings in the existing district. New construction should have its own character and style.**

Analysis: Cedar wood siding is proposed for this sauna unit.

Findings: Utilizing cedar wood siding is consistent with non-residential uses that are allowed within the area, some of which currently exist. As mentioned earlier, using wood siding arguably provides more of an industrious feel to the sauna unit that is reminiscent of industrial uses that once lined Centerpoint Drive.

- 2. Use materials that are common to the district such as brick, stone, terra cotta, wood, and metal. Modern materials are appropriate on a new building, however, masonry should be the predominant material on the façade as most of downtown’s historic structures are brick or stone. Whenever modern materials are used, they should be similar in their physical qualities to historic materials found in the district.**

Analysis: Cedar wood siding is proposed.

Findings: Staff believes that the proposed siding material for this sauna unit is appropriate. While buildings that are located along Main Street and Clark Street predominately comprise of masonry materials, buildings north of Centerpoint Drive utilize a mix of different façade materials (e.g., wood, stucco, metal, etc.). Given that the average age of historic buildings is less for the area north of Centerpoint Drive, using wood siding material would be appropriate.



- 7. The design of deck parking should be compatible to the district in size, scale, proportion, and materials.**

Analysis: A deck is proposed directly north of the sauna unit. This deck will be built at grade and will comprise of wood.

Findings: The size, material and location of the proposed deck relative to the primary building is consistent with decks associated with nearby residential uses.



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 type="checkbox"/>)	
Applicant Name	Nicole Terrill	Contact Name	
Address	110 Indiana Avenue N	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-415-7751	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	Patrick Rothfuss; contact Jaci Griffin	Owner's Name	
Address	1220 Briggs Ct	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715.252.8814	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
1220 Briggs Court		
Legal Description of Subject Property		
Northwest corner of Farmshed lot, parcel #281240832200137		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
2500		75

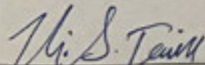
Current Zoning District(s)		Current Historic District(s) - Local, State, National	
B2		Historical Preservation District	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
	Nordic Night Sauna	Nordic Night Sauna	
Briefly describe the proposed building, structure construction, 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)			
Nordic Night sauna requests to add another sauna unit to its existing location. This unit is a modular structure that can be disassembled/removed as/if needed. I have attached photos, specs, install guidelines, and placement. We would like to place the unit asap, but no later than Nov 10th, 2025.			
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. There will be no alteration to existing structure or ground. The unit requires only a simple floor pad of gravel and concrete pavers.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
Yes, it keeps with the natural, Scandinavian design of the other approved improvements done by Nordic Night Sauna.			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
Yes, especially those plans regarding efforts to "Protect and enhance the city's attractions for residents, tourists and visitors, and serve as a support and stimulus to business and industry. Improve and enhance the visual and aesthetic character of the city."			
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 attached documents for visuals of the way that the new unit conforms with these requirements.			

EXHIBITS

Letter to District Alderperson (www.stevenspoint.com/Directory)	<input type="checkbox"/>	Additional Exhibits if Any (List):
Photographs of Building or Structure	<input checked="" type="checkbox"/>	
Renderings or Elevations	<input checked="" type="checkbox"/>	
Site Plan (for additions, and new construction)	<input checked="" 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
	10/20/25		

Nordic Night New Sauna Unit Installation

Presenter: Nicole Terrill, Nordic Night Sauna

Target Audience: Historic Preservation Committee

Background

Nordic Night Sauna has been operating in the northwest corner of parcel number 281240832200137. The rest of the parcel remains occupied by Farmshed as of this writing. Nordic Night sauna has successfully operated a vibrant community sauna since June of 2023. Beginning November 2025, Nordic Night Sauna seeks to operate a second sauna unit on the same site.

Visual of lot pre-Nordic Night placement:



Existing Structures Visual:



New Sauna Unit Details

Visuals and Materials:



Built with Premium, Non-Toxic, and Sustainable Materials

Every Soluna sauna is made with purpose and care, blending durability with natural beauty.

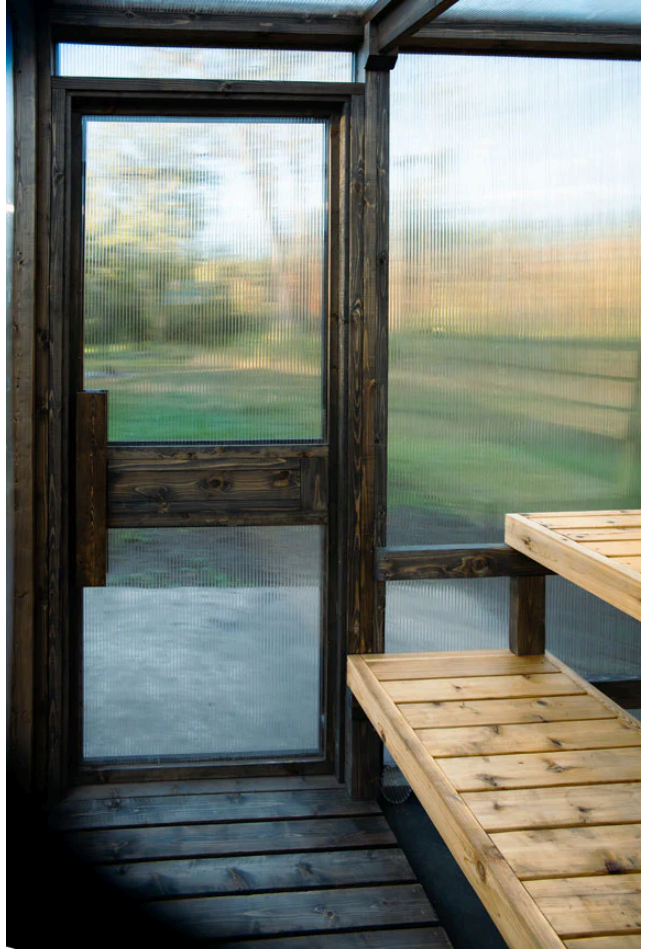
Premium materials avoid hidden toxins (laminated woods, off-gassing finishes, poor ventilation) with high-quality thermal panels for weatherability and high temperatures without compromising air quality or comfort.

High Quality Cedar

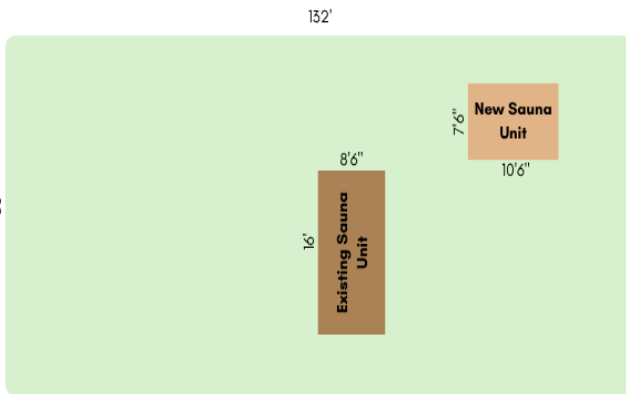
Each unit — from structure to benches and flooring — is built from Japanese cedar (Sugi), prized for its natural durability, moisture resistance, and calming aroma. With its warm hue, straight grain, and subtle, woody scent, Sugi creates a tranquil, lasting environment that feels both grounded and refined.

Commercial Grade Thermal Panels

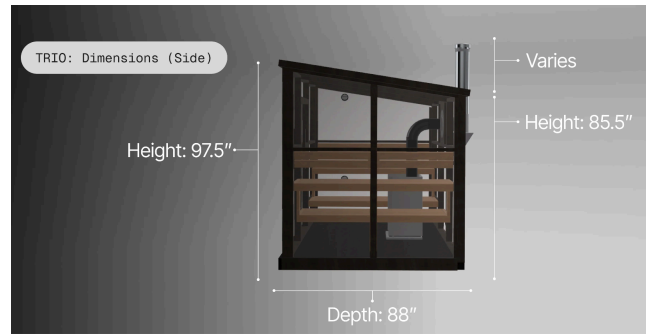
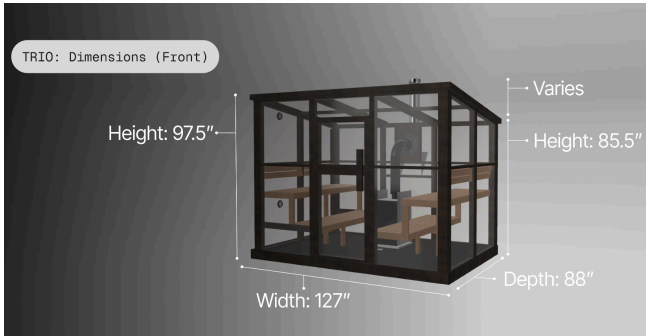
Our translucent wall panels are built from premium, heat-safe materials engineered for demanding, high-temperature environments. Manufactured from non-toxic composites, they are trusted across outdoor and thermal building applications for their stability, safety, and durability. In the sauna, they hold their shape under heat, won't off-gas harmful VOCs, and can provide passive solar heating.



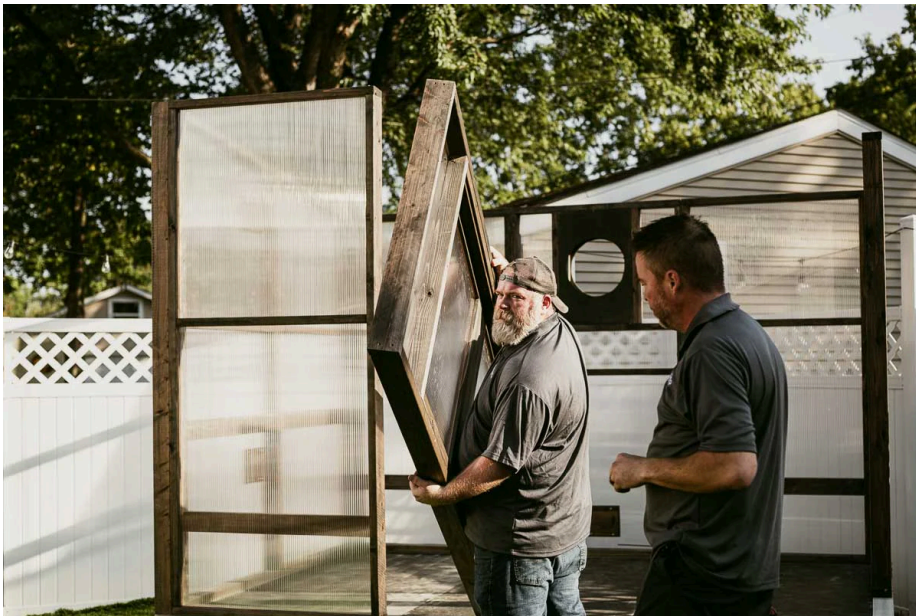
New Unit Placement



Dimensions: 10'6" X 7'4"



Assembly:



Skip Time-Consuming Builds with Easy Assembly

With basic tools and a friend or two, most customers can fully assemble their Soluna in one to two days, depending on your chosen stove setup (wood or electric). The pre-finished timber frames fasten together cleanly, and our modular panels are engineered for intuitive installation—no contractor required.

Included With Every Trio Kit:

- Step-by-step printed + digital assembly guid
- Hardware + fasteners
- Pre-cut Flooring Panels with Drain
- Pre-assembled wall panels and door panel
- Complete door assembly with jamb, hinges, ball catch, and wood handle
- Custom-cut timber frame components (trusses, cross bracers, and roof flashing trim)
- Upper and lower sauna benches (4 total)
- Sauna trim (base trim, roof trim, thermal panel end caps)

Designed with simplicity in mind, all components arrive labeled, organized, and pre-cut for a smooth building experience. Simply build your sauna, and then in a matter of hours, you'll be ready to install your chosen heating method.



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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	ROBERT WILDER	Contact Name	
Address	1726 Clark St	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	(715) 869-0317	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
Legal Description of Subject Property		
1724 Clark St, Stevens Point WI 54481. One side of Duplex		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
		Clark St Historical	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
	multi-family		
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)			
Replacement deck on rear of 1724 Clark St. Prior deck made of wood was in disrepair. Replaced with similar deck made of wood.			
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.			
Deck is similar to original in material and style. Property was constructed in 1993.			
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) Explain your answer.			
Yes.			

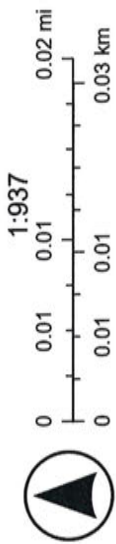
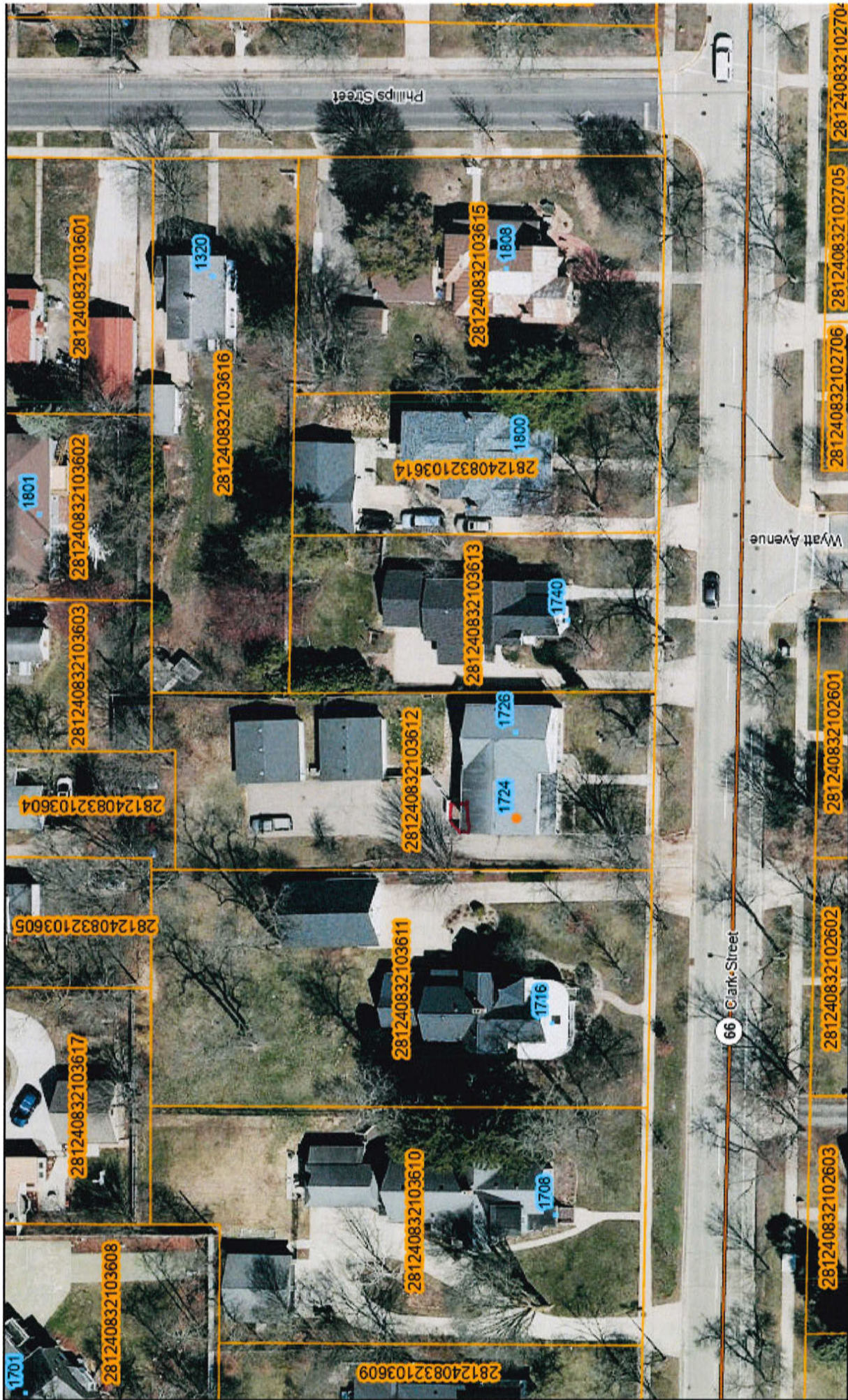
EXHIBITS

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

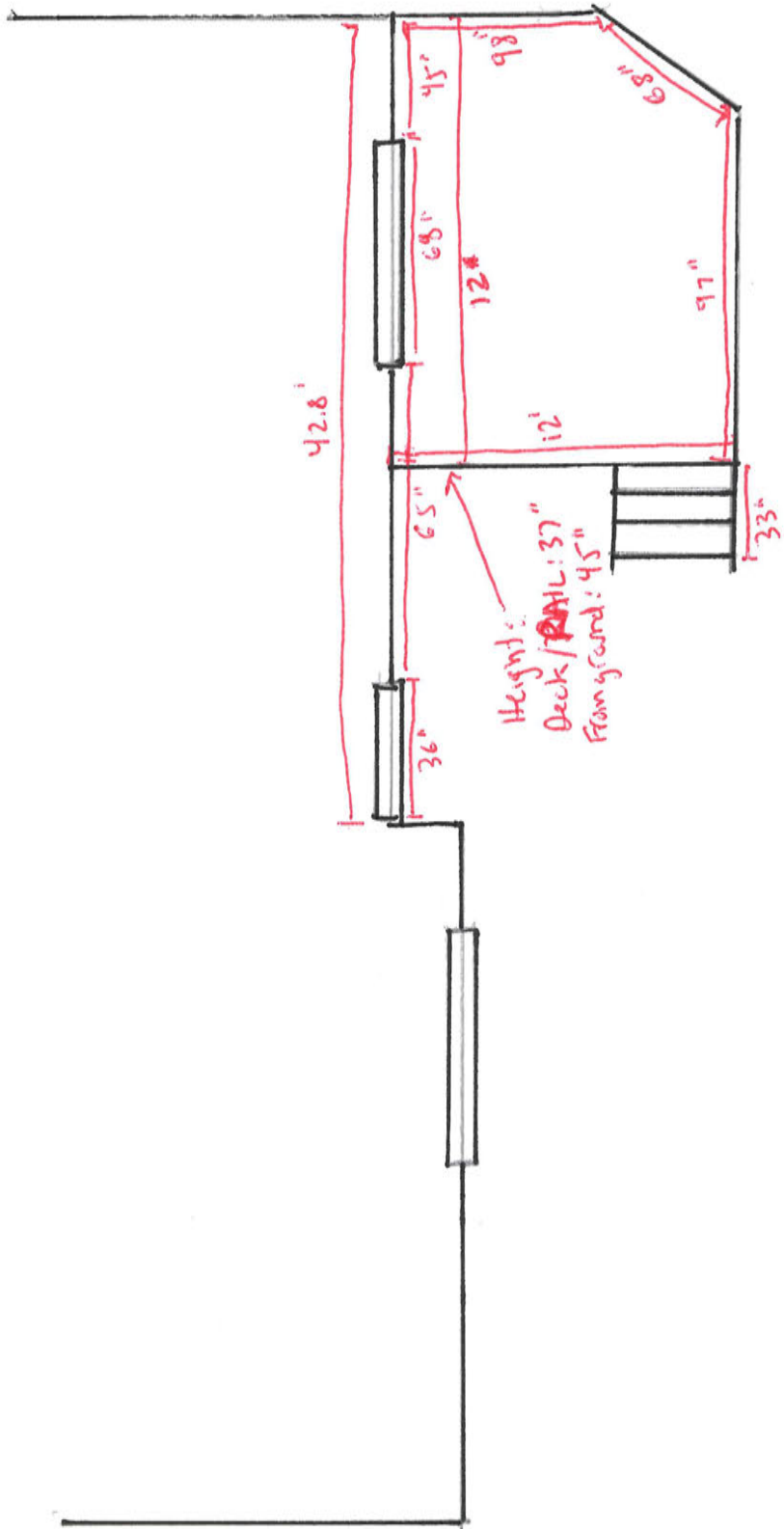
By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete 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
R. W. White	11/4/25	R. W. White	11/4/25



11/4/2025, 11:58:59 AM

- Roadways
 - State Highway
 - Local
- Address Points
- Parcel Numbers
- Parcel Boundaries
- Municipal Boundary



PROPERTY RECORD

1724-1726 CLARK ST

Architecture and History Inventory



NAMES

Historic Name:

Other Name:

Contributing: **No**

Reference Number: **213141**

PROPERTY LOCATION

Location (Address): **1724-1726 CLARK ST**

County: **Portage**

City: **Stevens Point**

Township/Village:

Unincorporated Community:

Town:

Range:

Direction:

Section:

Quarter Section:

Quarter/Quarter Section:

PROPERTY FEATURES

Year Built: **1992**

Additions:

Survey Date: **20112012**

Historic Use: **duplex/two-flat**

Architectural Style: **Colonial Revival/Georgian Revival**

Structural System:

Wall Material: **Brick**

Architect:

City Building Code City

Other Buildings On Site:

Demolished?: **No**

Demolished Date:

NATIONAL AND STATE REGISTER OF HISTORIC PLACES

National/State Register Listing Name: **Clark Street - Main Street
Historic District**

National Register Listing Date: **6/7/2021**

State Register Listing Date: **11/22/2019**

National Register Multiple Property Name:

NOTES

Additional Information: .

Bibliographic References: CITY OF STEVENS POINT ASSESSOR'S RECORDS.

RECORD LOCATION

**Wisconsin Architecture and History Inventory, State Historic
Preservation Office, Wisconsin Historical Society, Madison,
Wisconsin**

Have Questions?

If you didn't find the record you were looking for, or have other questions about historic preservation, please email us and we can help:

leah.penzkover@wisconsinhistory.org

If you have an update, correction, or addition to a record, please include this in your message:

- AHI number
- Information to be added or changed
- Source information

Note: When providing a historical fact, such as the story of a historic event or the name of an architect, be sure to list your sources. We will only create or update a property record if we can verify a submission is factual and accurate.

How to Cite

following should be incorporated:

- Allow for the placement of a ground-mounted solar array so long as it is not visible from a public right-of-way. City zoning requirements will still apply.
- Allow for the placement of roof-mounted solar arrays so long as they are not visible from a public right-of-way.
- For historic buildings that have asphalt shingles, allow for their replacement with a solar shingle. Such a replacement should be classified as a 'minor work.'
- Permit green roofs with the condition that plant vegetation is not visible from a public right-of-way.

Policy 3.7: Adopt Design Guidelines About the Commercial Use of a Historic Building's Rooftop.

Most historic buildings in Downtown Stevens Point cannot support rooftop activation due to mechanical equipment placement on the roof. For existing development that can support rooftop access, the Historic Preservation / Design Review Commission should amend the 'Roofs' section of its Design Guidelines to ensure appropriate design considerations protect the building's historic integrity.

When new construction occurs, the developer should work to provide rooftop space, particularly for multi-family residential and commercial building. Allowing for rooftop space will promote Downtown vibrancy and improve the commercial vitality of its location.



Rooftop Activation of a Historic Building
Loveland, Colorado⁹²

Objective #3: Uplift the Historic Preservation / Design Review Commission to Ensure that it has the Resources Available to Implement Preservation Strategies Identified within this Plan.

Policy 3.8: Provide Training Opportunities for Historic Preservation / Design Review Commission.

Historic Preservation / Design Review Commission members and applicable City staff should regularly attend seminars, trainings, workshops, and conferences offered by the National Trust for Historic Preservation, Wisconsin Historic Preservation Office, Portage County Historical Society, and other sources. These training opportunities will ensure that commissioners and City staff are up to date with new innovative strategies in historic preservation and have the appropriate skills and knowledge to execute their essential functions.

Zoning & Development

Historic preservation as a practice typically involves smaller improvements to a building, such as windows, doors, and tuckpointing. However, larger development such as building additions and new construction can have a significant impact on the integrity of a historic district. Careful consideration is needed to ensure that municipal ordinances and land use plans, such as the Stevens Point Zoning Ordinance, Sign Ordinance, and the Comprehensive Plan, does not conflict with the architectural requirements for historic buildings.

Goal: Connect Preservation Strategies with Zoning, Site Development and Growth Management Tools.

Objective #1: Achieve Consistency Between the Historic Preservation / Design Review Commission's Design Guidelines and the City's Zoning Ordinance.

Policy 4.1: Create Conservation Districts Matching Eligible National Historic District Boundaries.

Communities across Wisconsin, such as the City of Madison, have created conservation districts for areas of historic significance not located within a historic district. Conservation districts act as overlay districts within a zoning ordinance, whose focus centers on conserving essential physical characteristics of a defined area. While a conservation district would focus less on building materials, for example, it would focus more on promoting consistency between existing and new development through physical development. As such, a conservation district would provide regulatory oversight on preserving uniform lot features (e.g., lot configurations and setbacks), uniform building components (e.g., roof styles and front porches), and uniform streetscape attributes (e.g., landscaping and lighting).

The City should look to designate eligible national historic districts on the National Register of Historic Places. If, after consulting with impacted property owners, that designation is not recommended, the City's Historic Preservation / Design Review Commission and Plan Commission should work to establish conservation districts within the Stevens Point Zoning Ordinance.

Policy 4.2: Consolidate and Match Applicable Rules and Regulations Between the Design Guidelines and Zoning Ordinance.

Compliance with the Historic Preservation / Design Review Commission's Design Guidelines and the Stevens Point Zoning Ordinance are required for specific historic building and site improvements. Under these situations, consistency in regulations and terminology between the two regulatory documents is necessary. Areas for the Historic Preservation / Design Review Commission and Plan Commission to amend language between their respective regulatory documents include the following:

- Create uniform definitions among shared terms.
- Evaluate and amend building development standards (e.g., minimum setback requirements, maximum building height allowances, etc.) between what the Stevens Point Zoning Ordinance requires and the existing building form.
- Evaluate land use standards within residential neighborhoods and commercial districts to promote reusing historic resources.
- Create separate landscaping guidelines within the Stevens Point Zoning Ordinance for properties in the Downtown Design Review District.
- Amend the provisions of the Stevens Point Sign Ordinance regarding wall signs and projecting signs. For example, the Historic Preservation / Design Review Commission's Design Guidelines prohibit illuminated signs, while the Sign Ordinance allows signs on canopies, freestanding signs, and wall signs to be illuminated.

Objective #2: Integrate Historic Preservation Goals with the City's Comprehensive Plan.

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.

The Stevens Point Comprehensive Plan is a long-range planning document that provides direction to guide future planning and community decisions. In Wisconsin, State Statutes require comprehensive plans to address nine different topic areas – one of which is land use. Within the land use criterion is a section on future land use, which assigns each parcel within City limits with a designated future land use criterion. The criterion used for most of the Downtown Design Review District is the 'Downtown District' criterion, defined as to "allow for and promote high-density office, retail, housing and public uses, preferably in mixed-use buildings." For buildings along Main Street and Clark Street from Water Street to Rogers Street, excluding the existing single- and two-family residential uses east of Associated Bank, the definition 'Downtown District' should be amended to require mixed-use buildings.

Policy 4.4: Promote the Rooftop Activation of Historic Buildings within the 'Housing' and 'Land Use' Elements of the Stevens Point Comprehensive Plan.

Local preservation stakeholders have recognized the desire to promote rooftop activation for existing buildings and new developments in Downtown Stevens Point. The Stevens Point Plan Commission should work to amend the 'Housing' and 'Land Use' elements of the City's Comprehensive Plan to acknowledge that the rooftop use of three-plus-story buildings is encouraged for new development.

Policy 4.5: Encourage the Adaptive Reuse of Historic Buildings, Particularly Vacant Second Floors, as an Option to Meet Affordable Housing Demand.

City leaders have recognized that a shortage of housing exists, as evidenced by the City's 2017 Housing Study. Some historic buildings in the downtown area are vacant on the second floor partly due to rehabilitation costs, occupancy restrictions, and building code limitations. The City should look to spur further housing accommodations within the Downtown through financial assistance for interior rehabilitation projects, development incentives for appropriate new development, and amending occupancy regulations through the Stevens Point Zoning Ordinance and Property and Maintenance Code.

Financial Assistance

As the age of a historic building increases, so too does the long-term maintenance needed. Throughout the public participatory phase of creating this Plan, property owners of the city's historic inventory have expressed a desire for City government to take a more active role in providing financial assistance - both through direct and indirect means. This section highlights opportunities where the City can provide financial resources to property owners to encourage them to perform maintenance work on their building and site.

Goal: Facilitate the Financial Investment of Historic Resources Found in Stevens Point.

Objective #1: Encourage the City to Play an Active Role in Creating New Financial Assistance Programs and Making Targeted Revisions to Existing Financial Assistance Programs.

Policy 5.1: Amend the City's Façade Improvement Grant Program to Encourage Greater Use.

Since the early 2010s, the City has administered a Downtown Façade Improvement Grant Program. The Façade

Grant program allows commercial and mixed-used buildings within the Tax Increment Finance District No. VI to apply for 40% matching funds on the total costs for eligible exterior building improvements. \$100,000 is provided annually to the Façade Grant Program. While the Façade Grant Program has experienced considerable usage over the last five years, targeted revisions to program requirements could occur to increase interest and utilization. Such revisions include:

- Increasing the annual allocation of funds into the program from \$100,000 to \$120,000
- Permitting door and window improvements as an eligible improvement by itself.
- In the 'Ranking Order of Applicants' section, add that priority will be given to projects that receive rehabilitation tax credits through the State Historic Preservation Office.
- Require that awarded projects must be completed within 18 months versus the current 12-month requirement.
- Allow grant applications to be reviewed and approved by the Designated Agent instead of requiring approval by the Historic Preservation / Design Review Commission. Note that most grant requests include a scope of work considered a 'major work' per the Commission's Design Guidelines, which would still require approval from the Commission.

Policy 5.2: Promote the City's New Downtown Window Reopening Grant Program.

In 2023, the City created a new financial assistance program providing funds targeting former windows on a Downtown building that was filled in with brick or boarded up. As this is a new program, the Historic Preservation / Design Review Commission and City staff should work to publicize the new grant program by providing direct mailers to eligible property owners, providing resources for finding appropriate windows and explaining the application process.

Policy 5.3: Create a Revolving Loan Fund for Building Rehabilitation Projects.

Communities across Wisconsin, such as the City of Green Bay, have established a revolving loan fund for historic buildings. A revolving loan fund would provide a loan from the City to a property owner to conduct exterior improvements to their historic building. Most communities open their revolving fund to all buildings that make up their historic inventory, including properties eligible for listing on the National Register of Historic Places. If a revolving loan fund is created in Stevens Point, the City's Historic Preservation / Design Review Commission and Redevelopment Authority will work together to establish program requirements. A revolving fund should provide up to \$10,000 in payments and be prioritized for projects that will also receive Rehabilitation Tax Credits (property owners must provide a minimum contribution of \$10,000 to be eligible to receive tax credits. Suppose the City's Redevelopment Authority does not have the funding to finance the loan program. In that case, the City should partner with outside partners, such as the Stevens Point Housing Authority, local corporations and foundations, to receive appropriate funding.

Policy 5.4: Partner with the Downtown Business

**HISTORIC PRESERVATION
REVOLVING LOAN FUND
(HPRLF)**

Program Mission:
Offering low-interest loans to owners of historic properties for both rehabilitating historic buildings and securing state historic rehabilitation tax credits for property owners.

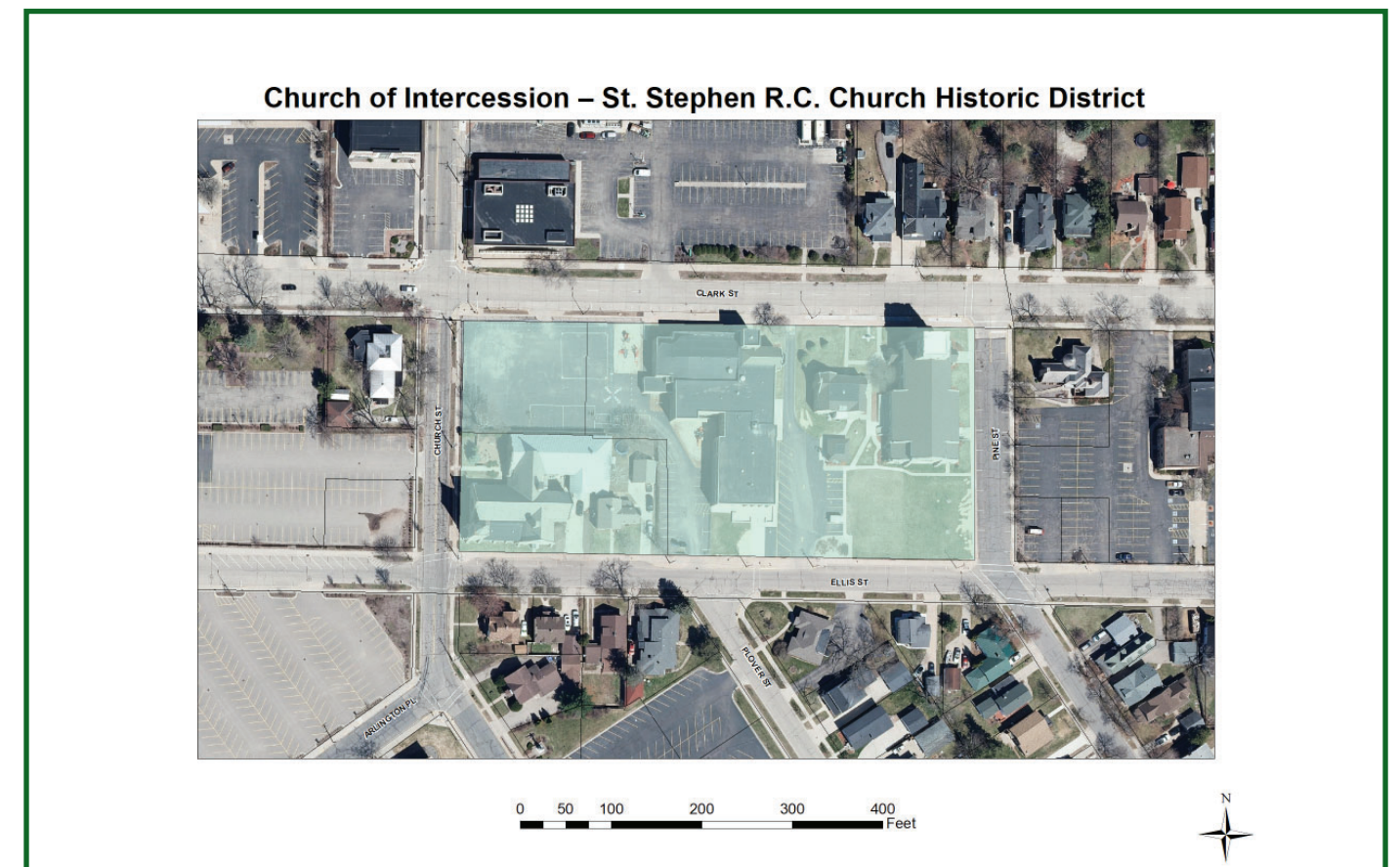
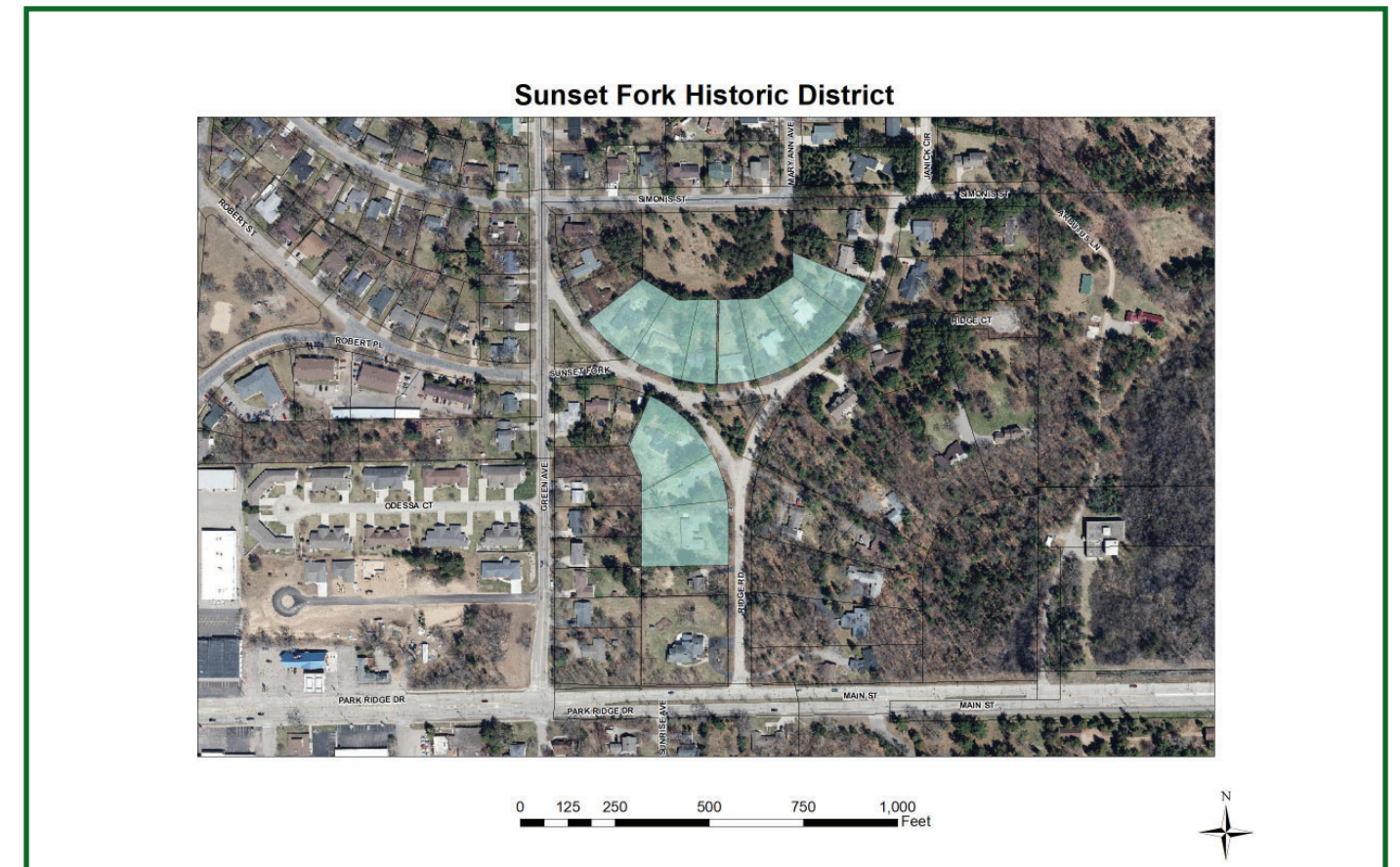


Revolving Loan Fund
City of Green Bay, Wisconsin⁹³

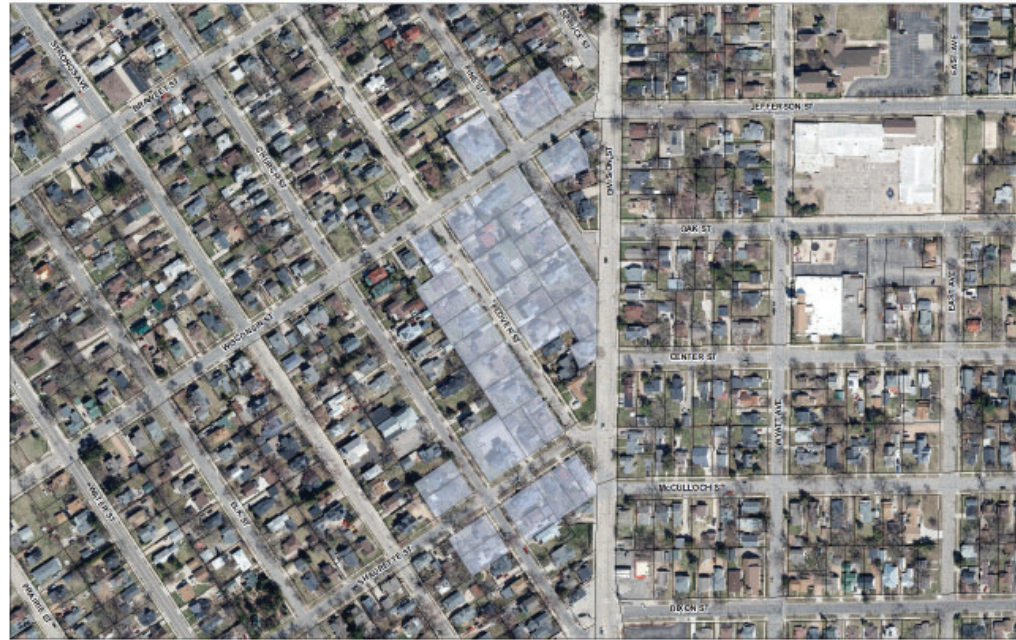
Historic Districts and Buildings Eligible for Listing on the National Register of Historic Places

Lastly, this section highlights the districts and buildings eligible for listing on the National Register of Historic Places per the City's 2011 Intensive Survey Report.²³ Please note that the resurveying of the below buildings and improvements would still be required to confirm eligibility for listing on the National Register of Historic Places.

Buildings Eligible for Listing on the National Register of Historic Places		
Building/Improvement	Address	Year of Construction
Wisconsin Central Railroad Yard Complex	Patch Street	1872
Wisconsin Central Railroad Bridge	Church Street	1872
Thomas Anderson House	1249 Clark Street	1877
Taylor Smedley House	1925 Church Street	1885
Frame Memorial Presbyterian Church	1300 Main Street	1892
St. Peter's R.C. Church	800 Fourth Avenue	1876
Stevens Point Brewery	2617 Water Street	1857
Vetter Manufacturing Company	2116 Wood Street	1909
Soo Line Engine No. 2713 & Caboose 158	1701 Monroe Street	1911
First Baptist Church	1948 Church Street	1916
Wisconsin Central/Soo Line Railroad Depot	1625 Depot Street	1918
Consolidated Water Power & Paper Co. Powerhouse & Dam	Wisconsin Street	1919
Stevens Point Armory & Pavilion	2442 Sims Avenue	1921
Wisconsin Telephone Company Building	1045 Clark Street	1925
Central State Teachers College Training School Building	1101 Reserve Street	1929
Service Garage and Gas Station	1232 Park Street	1930
Carl Landa House	2048 Dixon Street	1937
Jules Iverson Park	4100 Main Street	1935
Bukolt Park	Bukolt Park Street	1887
P.J. Jacobs High School	2400 Main Street	1938
Stevens Point Sewage Treatment Plant	300 Bliss Street	1940
Pacelli R.C. High School	1301 Maria Drive	1956
Portage County Courthouse	1515 Church Street	1957
Residence	4213 Simonis Street	1959
UW-Stevens Point Joseph Collins Classroom Center	1801 Fourth Avenue	1966
UW-Stevens Point Professional Studies Building	1901 Fourth Avenue	1971
Sentry Insurance Complex	1800 North Point Drive	1974



Pine Street – Plover Street Historic District



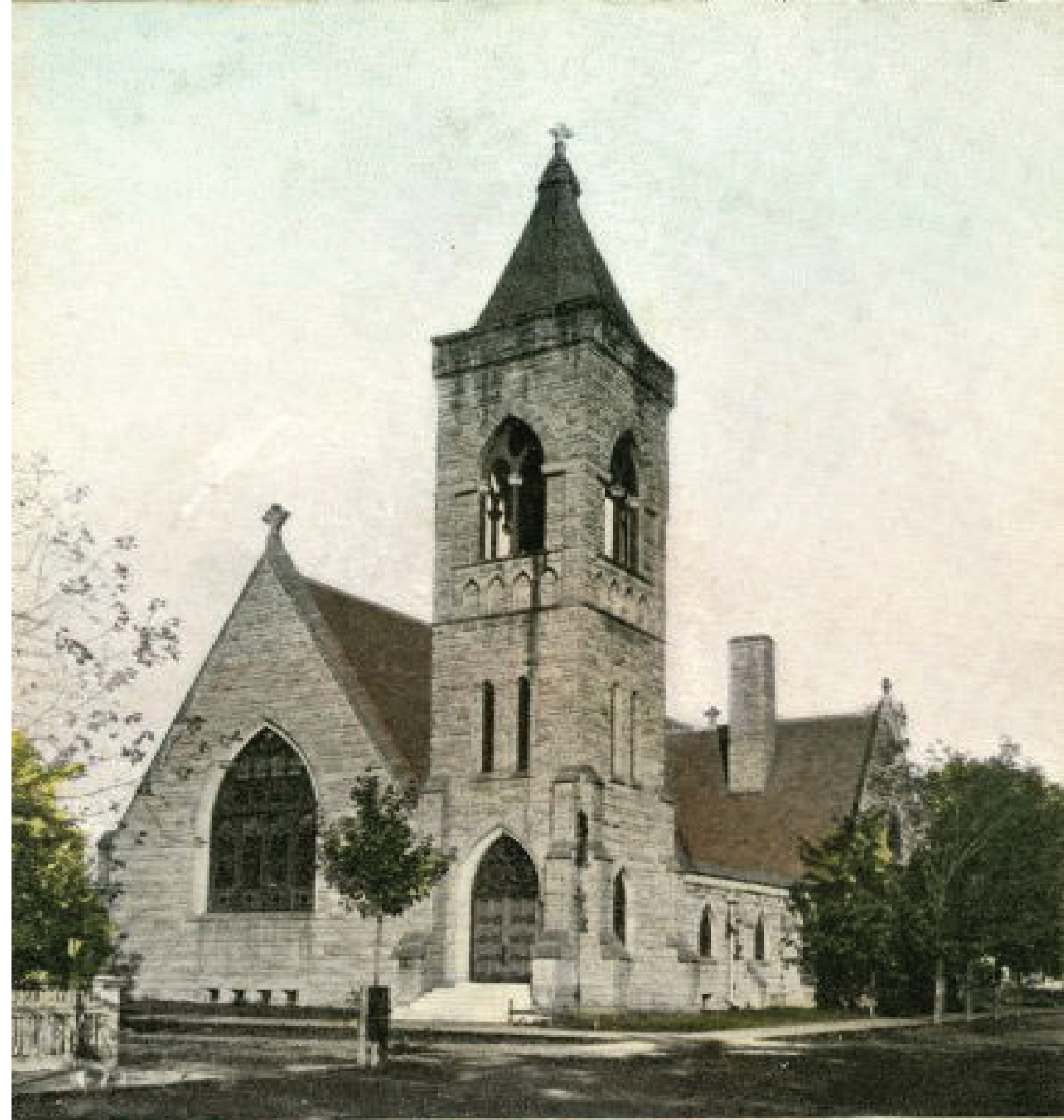
0 125 250 500 750 1,000 Feet



Church Street Historic District



0 50 100 200 300 400 Feet



EPISCOPAL CHURCH, STEVENS POINT, WIS.