

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

November 11, 2020 – 2:00 PM
Zoom Conference Call Meeting

PRESENT: Commissioner Siebert, Alderperson Jennings, Commissioner Debauche, Commissioner McFarland, Commissioner McComb, and Commissioner Scripps.

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn, Secretary Mohr, Jenna Becker, and unidentified audience members via Virtual Zoom Meeting.

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1. Roll Call

Discussion and Possible Action on the Following:

2. Report of the October 7, 2020 meeting of the Historic Preservation / Design Review Commission
 3. Request from Jenna Becker for a facade grant and design review to replace existing second story windows, repair an existing chimney, repair loose brick and other general improvements at 1201 Main Street (Parcel ID 281240832202706)
 4. Staff Update
 5. Adjourn
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1. Roll Call

Present: Siebert, Jennings, Debauche, McFarland

Absent: McComb, Scripps

Motion by Alderperson Jennings to assign Alderperson Jennings as temporary Chairperson; seconded by Commissioner McFarland.

Motion carried 4-0.

2. Report of the October 7, 2020 meeting of the Historic Preservation / Design Review Commission

Motion by Alderperson Jennings to approve the report of the October 7, 2020 meeting of the Historic Preservation / Design Review Commission; seconded by Commissioner McFarland.

Motion carried 4-0.

3. Request from Jenna Becker for a facade grant and design review to replace existing second story windows, repair an existing chimney, repair loose brick and other general improvements at 1201 Main Street (Parcel ID 281240832202706)

Associate Planner/Zoning Administrator Kuhn provided a summary of the request:

1. Applicant seeking for design review and façade improvement grant approval for exterior improvements:

- a. Replacement of second story windows.
 - b. Repair of deteriorated/cracked mortar, and loose bricks on building.
 - c. Repair of deteriorating chimney.
2. Reviewed material specifics and aerial of property.
3. Review of improvement costs and total reimbursement amount.
4. Applicant was available to answer questions if willing.
5. Reimbursement funds wouldn't be dispersed unless the project was completed which provided an extra safeguard that the work would be done in accordance to the requirements and design guidelines.

Commissioner McComb arrived at 2:04 PM

Commissioner Scripps arrived at 2:06 PM.

Commissioners had the following comments:

1. Landlords/property owner had failed to maintain building and was using façade grant to perform maintenance work that should have been done for a long time. However, building was significantly impacting the downtown area, so while there was frustration due to maintenance neglect, saw that City assistance could be a motivator to fix up property.
2. Inquiry as to why the chimney was being included as it was not part of the façade, nor visible from the street. Staff noted that the chimney was a structural component to the building, and provided to the overall aesthetic and feel, adding that the applicant would need to submit a detailed plan to state overall intent of repairs.
3. Inquiry if the boarded windows on the south façade would be replaced, as well as the first level main doors.
4. Heard horror stories of previous owner, neglect, and condition. Glad to hear new owner seemed to be caring for the property and repairing it.
5. Inquiry if remaining (3) chimneys would also be repaired.
6. Asked the applicant to elaborate on the interior repair work that had been performed.
7. Inquiry as to whether the upper level was occupied, and if not, if there were plans to occupy the space.
8. Statement regarding the clarification of new ownership, noting that they looked forward to the work the applicant was proposing.
9. Comment of the overall proposal being a good candidate for the façade grant.

Jenna Becker, applicant, provided the following details regarding comments and inquiries:

1. Everything on second floor that was boarded would be replaced.
2. Several doors and windows on the first floor had already been replaced on the first floor.
3. Had not been owner of the building for very long, however they had already remodeled several of the spaces, as well as had done some plumbing and electrical work.

4. Applicant had not tackled exterior work due to the sheer cost, noting the exterior had at least 60 windows.
5. Committed to the downtown and wanted to return building condition to a good state.
6. Had not personally been on the roof, but contractor had quoted for any deteriorated items or brick needing repair. Did not believe chimney was used aside as maybe a chase.
7. Noted that they had performed interior remodel of 3 tenant spaces, as well as plumbing, electrical, window and door replacements.
8. Upper level was not heated and did not believe area could be converted to apartment use. Currently rented space as art studio/storage for (3) UW-SP professors.

Motion by Commissioner Debauche to approve the request from Jenna Becker for a facade grant and design review to replace existing second story windows, repair an existing chimney, repair loose brick and other general improvements at 1201 Main Street (Parcel ID 281240832202706) with the following:

1. Gentle means shall be used when cleaning masonry prior to tuckpointing and other general maintenance; only organic non-toxic chemicals shall be used to clean.
2. Powerwashing or sandblasting shall be prohibited on any building components.
3. Type N mortar shall be used between masonry.
4. Window openings shall not be expanded beyond their original size.
5. The applicant shall submit final details regarding chimney repair, to be reviewed and approved by staff and the chairperson.
6. Staff shall have the authority to review and/or approve minor amendments to the project.
7. Applicable building permits shall be obtained.
8. All work shall be completed within one year.
9. The project shall adhere to Façade Improvement Grant Program guidelines.
10. No funds shall be disbursed until the project is fully completed.
11. The maximum City participation shall not exceed 40% of the total project cost of the bids and work approved.

	Improvements	Contractor			
		Melum Masonry	Whelihan Glass LLC	A & I Exteriors and Home Improvements LLC	Don Dulak & Son Masonry Inc.
1.	Repair chimney, repair damaged bricks, repair mortar joints	\$15,200.00			\$28,500.00
2.	Replace second story windows		\$54,648.47	\$50,433.46	
	TOTAL	\$15,200.00	\$54,648.47	\$50,433.46	\$28,500.00
	Lowest Bid(s)	\$15,200.00		\$50,433.46	
	TOTAL Project Cost			\$65,633.46	
	40% of Total Project Cost			\$26,253.38	

seconded by Commissioner McComb

Motion carried 5-0.

4. Staff Update

Associate Planner/Zoning Administrator Kuhn provided the following updates:

1. Commended former Chairperson Beveridge's many years of service to the City and Historic Preservation/Design Review Commission. With Mr. Beveridge's departure, staff was looking forward to working closely with newly appointed Chairperson Siebert.
2. Staff anticipated having a first draft of the Neglect Ordinance ready for review in December or early 2021.

5. Adjourn.

Meeting adjourned at 2:25 PM.

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