Special Landmarks Commission Meeting Minutes
Wednesday November 1, 2023 – 6:00 pm
Hybrid

Members Present: Todd Hubing, Chair; Peggy Veregin; Lisa Reeves and Alan Hedstrom.
Staff: Michael Stacey, Zoning Administrator
Absent: David Udstuen; Kimberly Cook; and Greg Pigarelli.
Guests: Pam Kosanovich; Katrina Becker and Janet Hedstrom

1. **Call to order.** Hubing called the meeting to order at 6:05 pm.

2. **Roll Call and Verification of Quorum.**
   Hubing verified a quorum is present.

3. **Certification and Compliance with Open Meetings Law.**
   Hubing stated the meeting has been noticed and is open to the public.

4. **Presentation regarding the Historic Downtown District.**
   Veregin gave a presentation explaining what the historic downtown district means to property owners within the district. The group discussed other grants and State and Federal tax credits available to contributing property owners within the district.

5. **Adjournment.**
   The meeting was adjourned at 6:45 pm.

Respectfully Submitted,

Michael P. Stacey

Landmarks Commission Meeting Minutes
Thursday November 9, 2023

Members Present: Kimberly Cook, Secretary; Lisa Reeves; Greg Pigarelli, Vice-Chair; Peggy Veregin and Alan Hedstrom.
Staff: Michael Stacey, Zoning Administrator
Absent: Todd Hubing and David Udstuen
Guests: Gary Becker; Katrina Becker; Lara Romine; Ray Pfeifer and Ben Brubaker.

1. **Call to order.** Pigarelli called the meeting to order at 6:30 pm.

2. **Roll Call and Verification of Quorum.**
   Pigarelli verified a quorum is present.

3. **Certification and Compliance with Open Meetings Law.**
   Pigarelli stated the meeting has been noticed and is open to the public.

4. **Review/approval of the Landmarks Commission meeting minutes of October 12, 2023.**
   Motion by **Reeves** to approve the minutes as presented, 2nd by **Hedstrom.** Motion carried 4-0 (Veregin abstained).

5. **Approval of the 2023 Mini-Grant Project at 118 N. Page Street.**
   Pigarelli introduced the request.

   The Commission discussed the finished project.

   Motion by **Veregin** to approve the project as presented, 2nd by **Cook**. Motion carried unanimously.

6. **Approval of the 2023 Mini-Grant Project at 404 S. Fifth Street.**
   Pigarelli introduced the request.

   The Commission discussed the finished project. It was discovered that the award letter needs to be amended to reflect the actual project. Stacey will update the letter to reflect the exterior repair and painting project.

   Motion by **Hedstrom** to approve the project as presented, 2nd by **Veregin**. Motion carried unanimously.

7. **Approval of the 2022 Mini-Grant Project at 130 E. Main Street.**
   Pigarelli introduced the request. There was confusion as to the amount paid toward the awning because the amount was illegible. The front façade painting was done with white paint while the approval was for a matching cream color.

   Motion by **Hedstrom** to Table the request until more information about the project is provided, 2nd by **Veregin**. Motion carried unanimously.

8. COA for a rear demolition, front and rear façade improvements at 144 E. Main Street.

Pigarelli introduced the request.

Ray Pfeifer and Ben Brubaker explained the project.

The Commission discussed the proposed project to demo the rear portion of the building including façade improvements to the front and rear.

Ben Brubaker stated there will be revisions coming for the storefront.

Veregin stated this review is for the demo and rear façade only with the storefront coming back for approval at a later date.

Types of allowable window materials were discussed. Fiberglass windows are not approvable for the storefront but wood and metal are ok.

Motion by **Veregin** to approve the COA for the demo and rear façade improvements as presented, 2nd by **Reeves**. Motion carried unanimously.

9. COA for masonry repairs at 255 E. Main Street.

Pigarelli introduced the request.

This work was completed without COA approval or a building permit being issued.

The Commission would like to know the methods used for the repair from Dave Udstuen so there is a completer record.

Motion by **Veregin** to approve the COA as presented, 2nd by **Hedstrom**. Motion carried unanimously.

10. COA for an awning installation at 421 E. Main Street.

Pigarelli introduced the request.

The Commission discussed the proposed awning.

Motion by **Cook** to approve the COA as presented, 2nd by **Veregin**. Motion carried unanimously.

11. COA for masonry repairs and rear balcony renovation at 176 E. Main Street.

Pigarelli introduced the request.

The Commission discussed the proposed project.

Veregin stated low pressure wash or bristle brush is suitable for paint and loose mortar removal and the repointing will need to match the existing mortar profile and type "O"

mortar should be used. Veregin stated the exterior should be cleaned with a bristle brush only, not wire brush and no high pressure washing. No abrasive cleaning was also mentioned

Motion by **Veregin** to approve the COA project conditioned on the repointing details that will be included in the approval letter, 2nd by **Hedstrom**.

Veregin stated the approval letter will outline that the mortar will need to match color, profile and hardness for this historic building. Clean exterior with a wire brush only and no high pressure washing.

Motion carried unanimously.

12. Discussion with Gary and Katrina Becker regarding the proposed Tax Incremental District and what it would mean for the Historic Downtown District.
Gary Becker explained the proposed Tax Incremental District.

The group discussed how the TID would help the project at 211 S. Water Street.

Gary Becker explained the types of Tax Incremental Financing used and stated the rehabilitation and conservation TIF which has a life of 27 years is the easiest and most appropriate TID for the downtown.

There was discussion about other potential downtown projects.

Stacey to keep Gary and Katrina Becker on the email list for Commission notices.

13. US Cellular Collocation at Stoughton Hospital, 900 Ridge Street.
The Commission discussed the project and no action was taken since the equipment will be internal of the existing penthouse.

14. Preservation Awards 2023.
Stacey to reach out to award recipients to find out if a presentation at the December 12th Common Council meeting will work.

15. Commission Reports/Calendar.
Cook gave an overview of the Historic Preservation Conference in LaCrosse.

16. Future agenda items.
130 E. Main Street Mini-Grant and 144 E. Main Street storefront COA.

17. Adjournment.
Motion by **Reeves** to adjourn the meeting at 8:20 pm, 2nd by **Hedstrom**. Motion carried unanimously.

Respectfully Submitted, Michael P. Stacey