

# HISTORIC PRESERVATION COMMISSION MINUTES

Monday, April 21, 2014  
6:00 P.M.

Meeting Rooms D&E  
City-County Government Center

160 South Macy Street  
Fond du Lac, Wisconsin

## CALL TO ORDER

ROLL CALL: Present - Sam Meyer  
Teresa Keenan  
Lisa Pauly  
Tony Roden  
Peter Sorensen

Absent - Randall Martin (excused)  
Tom Meiklejohn, III (excused)

Administrative Staff - Dyann Benson, Redevelopment Planner

Chairperson Pauly declared a quorum present.

## APPROVAL OF MINUTES

### October 16, 2013

Motion made by Commissioner Roden to approve the minutes of the Historic Preservation Commission of the October 16, 2013 meeting as presented.

Seconded by Commissioner Keenan.

ROLL CALL VOTE: Aye - Keenan, Pauly, Roden,  
Sorensen

Nay - None

Abstain - Meyer

Carried.

## ADMINISTRATIVE UPDATE

Agendas - Novus Agenda Software

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson informed the Commission on the electronic software Novus that will be used in the future for the Historic Preservation Commission Agenda and Minutes.

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Meeting Time

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson informed the Historic Preservation Commission that she has been directed to review the meeting time to see if the current time is the best time for encouraging public participation or if an earlier time might work better.

Commissioner Meyer indicated he would like this item on a future meeting agenda.

### **DISCUSSION**

Discussion on Education and Outreach Efforts

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson reviewed the education and outreach efforts of the Commission. A revised downtown walking tour brochure was distributed to Commission members. The Commission discussed possible education and outreach efforts with a focus on efforts that would be more interactive, encourage preservation and encourage designation.

Commissioner Sorensen suggested highlighting a property owner that has successfully preserved their historic property.

Review of Historic Preservation Ordinance

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson reviewed the Historic Preservation Ordinance with Commission members. Commission members requested review and clarification of some ordinance provisions and recent changes. Staff will research and provide the requested information at a future meeting.

Review of Permit Activity - City Designated Historic Sites

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson reviewed the permit activity for locally designated sites.

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### **REPORT OF OFFICERS**

#### Possible Designations

Commissioner Pauly requested suggestions for outreach for possible designations. Dyann Benson stated that letters were sent out to eligible property owners after the completion of the 2011 update to the City's Architectural & Historical Resources Survey.

Commissioner Meyer suggested establishing an annual goal for designations and recommended discussing this at a future meeting with the new Commission members.

#### Plan Review Updates 30 North Main Street

Dyann Benson reviewed the alterations to the property at 30 North Main Street by the Plan Review Committee.

### **COMMISSIONER COMMENTS**

Commissioner Pauly acknowledged members of the public that were in attendance at the meeting. She received one comment sheet for a topic that was not on the agenda.

Commissioner Pauly thanked Commissioner Sorensen for his many years of service to the Historic Preservation Commission and his commitment to historic preservation.

Commissioner Sorensen extended his appreciation for his time on the Historic Preservation Commission and offered words of encouragement to Commission members to continue historic preservation efforts and service to the community.

### **CORRESPONDENCE**

#### Wisconsin Landmarks Newsletter

Dyann Benson stated that the recent edition of the newsletter was mailed out to Commission members.

2014 Spring Conference Wisconsin Association of Historic Preservation Commissions - April 26, 2014

