

# HISTORIC PRESERVATION COMMISSION MINUTES

Wednesday, June 18, 2014  
7:00 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 (arrived @ 7:05)  
Cathy Boyle  
Lisa Pauly  
Tony Roden  
Steve Schoofs

Absent - None

Administrative Staff - Dyann Benson, Redevelopment Planner

Chairperson Pauly declared a quorum present.

## APPROVAL OF MINUTES

### May 21, 2014

Motion made by Commissioner Roden to approve the minutes of the Historic Preservation Commission of the May 21, 2014 meeting as presented.

Seconded by Commissioner Boyle.

ROLL CALL VOTE: Aye - Boyle, Keenan, Meyer, Pauly,  
Roden, Schoofs

Nay - None

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. The Commission decided to start with the PDF agenda for the next Historic Preservation Commission meeting with moving to the Novus software in the future.

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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. There was a consensus by the Commission to move the Historic Preservation Commission meeting time to 6:00 pm.

### DISCUSSION

Review of Exterior Alteration - Deck

Location: 30 N. Main Street (Joseph Anthony's)

Initiator: Pat Sesing, Contractor

Item is to be tabled to a future meeting as the initiator Pat Sesing, did not attend the scheduled meeting. Dyann Benson will contact the applicant and ask him as part of his presentation at the next Historic Preservation Committee meeting that not only do they review what was currently presented but also additional items that were discussed today.

Discussion on Local Designation Goals and Considerations

Initiator: Dyann Benson, Redevelopment Planner

General discussion ensued on goal setting and consideration for the future of the Historic Preservation Committee. It was decided that for the outreach efforts they would work towards designating three or four properties per year, with the Historic Preservation Commission year running May through April. Dyann Benson will put together some background information on local bungalows or ranches and try to create a set of criteria that would be looked at by the Commission for future designations. Commissioner Pauly would also like the members to work towards the educational process of the Historic Preservation Commission.

Review of Historic Preservation Ordinance Changes

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson reported that there have been five changes since the City first adopted the Historic Preservation Ordinance since 1989.

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The first amendment was in 1990 relates to the procedures for designating historic structures. It deleted language that required at least ten days in advance of the public hearing on the designation to the owners of records and property owners within 200 feet of the property under consideration. The amendment also deleted language that stated "owners have the right to confer with the Commission prior to final action by the Commission on the designation".

The second amendment was in 2003 relates to the deferral period on taking action on demolition permits. The original ordinance had three months for all property types. The amendment established six months deferral period for single family homes and up to one year for other types of structures.

The third amendment was in 2007 relates to the regulation of construction, reconstruction and exterior alterations. The amendment added a provision that in cases where a principal historic structure has been damaged by fire, demolition or other means that the plan review requirements do not apply unless there is a historic structure within 200 feet of the historic structure that has been destroyed.

The fourth amendment was in 2010 and relates to the re-designation of properties that had their designation rescinded over concern that the designation would impact their ability to sell the property. The amendment deleted the provision that the HPC had to wait five years before re-designating a historic site.

The fifth amendment was in 2011 relates to the procedures for designating structures. The amendment added provisions that if a property owner objects to a designation or rescission that they may appeal to the City Council and the means by which the City Council may affirm, deny or modify the designation or rescission.

Action on Plan Review Committee

Initiator: Dyann Benson, Redevelopment Planner

Dyann Benson reported that the Plan Review Committee may continue to meet as long as they post and distribute the meeting agenda and that projects reviewed by the Plan

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Review Committee would be ratified by the Historic Preservation Commission at their next meeting.

Appointment of Plan Review Committee Membership

Initiator: Dyann Benson, Redevelopment Planner

Tony Roden, Steve Schoofs and Teresa Keenan were appointed by Chair Pauly to serve as the three members of the Plan Review Committee with Sam Meyer as an alternate.

### **REPORT OF OFFICERS**

#### **Possible Designations**

313 3<sup>rd</sup> Street

Commissioner Pauly reported that she could not find anyone of historical significant that had resided or owned the property. Therefore it would not be eligible under significant personage. Dyann Benson reported that she would do some research to see what the underlying construction materials may be on the property.

### **COMMISSIONER COMMENTS**

Commissioner Pauly would like to go back and do additional research on properties that have already been designated and see if there is any additional information on the properties. The information could be used in a brochure format like the walking tour on the web site to get the stories out.

Commission Meyer inquired on public comment being added to the agenda. Dyann Benson reported that the most committees do not have public comment; this has typically been reserved for City Council.

### **ADJOURN**

Motion made by Commissioner Schoofs to adjourn.

Seconded by Commissioner Roden.

ROLL CALL VOTE: Aye - Boyle, Keenan, Meyer, Pauly,  
Roden, Schoofs

Nay - None

Carried.

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Meeting adjourned at 7:49 p.m.

MARGARET HEFTER  
CITY CLERK

MH/maa