

Landmarks Commission Meeting Minutes

Thursday, December 8, 2016 – 7:00 pm

City Hall, Hall of Fame Room, Lower Level, 381 E. Main Street, Stoughton, WI.

Members Present: Peggy Veregin, Chair; Kimberly Cook; Greg Pigarelli; Stephen Mar-Pohl and Kathleen Tass Johnson

Absent: Alan Hedstrom, Vice-Chair; Josh Mabie

Staff: Zoning Administrator, Michael Stacey

Guests: Todd Hubing

1. **Call to order.** Veregin called the meeting to order at 7:00 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of November 10, 2016.**
Motion by **Cook** to approve the minutes as presented, 2nd by **Tass-Johnson**. Motion carried 4 – 0. (Mar-Pohl abstained)
3. **Discuss the Association for Preservation Technology International Annual Conference.**
Mar-Pohl gave an overview of the conference which he attended.
4. **Discuss 1892 High School Coalition group sessions.**
Veregin stated there is nothing new to report.
5. **Redevelopment Authority (RDA) update regarding the Milfab/Highway Trailer/Power Plant development.**
There is nothing new to report. There is an RDA meeting next week Wednesday where they will be reviewing two proposals for development of the site.

The group discussed the potential for adding the old Highway Trailer Building on the National Historic Registry.

6. **Overview of current Commission initiatives.**

The group discussed creating a sub-committee to come up with an application and criteria to provide mini-grants for Local Landmark improvements in 2017. The City has approved \$4,000 for this endeavor. Veregin and Cook plan to work on this initiative.

Veregin provided an updated list of initiatives as follows:

New or Short-term

1. 1892 High School Coalition (**Peggy, Steve**)
2. City update of Master Plan
3. Contractors List (**Kathleen**)
4. COA Sample Submittals, (**Greg, Peggy**)
5. Depot Hill HD
6. Design guidelines for local landmarks (**Peggy, ---**)
7. Façade improvement mini-grants
8. Power Plant re-use (Local Landmark) / Highway Trailer/Milfab Redevelopment (**Steve**)
9. Procedural manual updates (**Kim**)

Other meetings:

1. Plan Commission meetings – 2nd Monday of the month, 6pm
2. RDA meetings – 2nd Wednesday of the month, 5:30

Annual:

1. Annual Historic Preservation Month
2. Annual Preservation Award
3. City budget process
4. CLG grants: survey; NR nominations
5. Other grants for commission to apply for

Ongoing:

1. Linderud Photograph Collection (**Josh**)
2. Website updates (**Alan**)
3. Local Landmark nominations – new
4. Tower Times articles?

The group discussed paring this list down to a more manageable list.

Tass-Johnson offered to work on the Contractor's List.

7. Discuss date and time of Landmark meetings.

The consensus was to leave the date and time as it currently is.

8. Discuss previous local landmark approvals.

The group discussed past approval procedures.

Stacey will provide Tass-Johnson a list of Local Landmarks.

Tass-Johnson will check a few properties for recorded documents at the Dane County Register of Deeds.

9. Commission Reports/Calendar.

The group discussed the potential demolition of the building at 305 E. Main Street. The group also discussed the importance of creating a Local Landmark District downtown. This will be a priority initiative next year.

10. Future agenda items.

Paring the initiative list down to a few that are most important.

11. Adjournment. Motion by **Mar-Pohl** to adjourn at 8:55 pm, 2nd by **Cook**. Motion carried 5 – 0.

Respectfully Submitted, Michael Stacey