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City of Ashland, Wisconsin
601 Main Street West — Ashland, WI 54806 — www.coawi.org

HISTORIC PRESERVATION COMMISSION AGENDA

November 6th, 2023 at 5:00 PM at the City Hall Council Chamber and via Go To Meetings

The meeting can be joined in person or by using a computer, smartphone or tablet at <https://meet.goto.com/978070741>. The meeting can also be joined by phone at 1 877 309 2073 using Access Code: 978-070-741

Present: Steve Schraufnagel, Magge Ericson, Andy Goyke, Jeff Muse, Elizabeth Madsen-Genzler, Steven Wiley, Larry Cicero

Absent: Kristen Huset (excused)

AGENDA

1. Call to Order and Roll Call
Chair Schraufnagel called the meeting to order at 5:02 pm.
2. Approval of the Agenda
Ericson moved to approve the agenda as proposed and Goyke seconded. The Commission voted 5-0 to approve the agenda. Motion carried.
3. Consent Agenda
 - a. Approval of minutes from the August 14th and October 2nd, 2023 Historic Preservation Commission meetings
Muse moved and Madsen-Genzler seconded to approve the minutes as written for the August 14th and October 2nd Historic Preservation Commission meetings. The Commission voted 5-0 to approve the minutes as written. Motion Carried.
4. Identify potential conflicts of interest
None
5. Public Comment (non-agenda items)
None
6. Old Business
 - a. Updates on historical property projects
Wiley provided an update on the 514 Main St W and 100 Main St. W properties. Chair Schraufnagel thanked Wiley for the update. Ericson stated that the 100 Main St. W property will be an asset for downtown. Schraufnagel suggested on holding off for the Public Hearing until an assistant is hired. Ericson asked when the next Historic Preservation Commission meeting is scheduled. Chair Schraufnagel answered that it was scheduled for January and

would be the 4th Monday in January. Madsen-Genzler asked if the 514 project was a restaurant project. Wiley answered that the City had a developer interested in a food-based use.

7. New Business

a. Certificate of Appropriateness: 618 Beaser Avenue (Former CESA #12 Building) – Discussion/Action

Chair Schraufnagel stated that the Certificate of Appropriateness process was for locally listed property, not so much national or state ones. Ericson asked when the historic preservation ordinance was written. Chair Schraufnagel answered that he believed it was written in the late 80s. He believed it had since been updated. Ericson asked if we wanted to look at updating the ordinance again. She asked if we are in compliance with state regulations. Schraufnagel stated that the requirements of the local ordinance generally tie in with the National standards. Schraufnagel mentioned the owner was in attendance. Wiley gave an update and explained Mr. Cicero's window proposal. Mr. Cicero intended to replace the existing windows in their current openings at their current openings. New H-windows would replace the current windows. Wiley explained the images Mr. Cicero shared showing a single window opening as a test case where Mr. Cicero had installed metal wrap. The proposed windows would have muntins in the middle, not offset as was the case of the window in the example image. Ericson asked if there will not be a molding. Cicero mentioned there will be a molding and that it will be square. The brick will not be changed. Ericson mentioned the old molding and that the new one will be flat black. Cicero stated that this was correct. Ericson and Madsen-Genzler think with the split looking like a double hung will help. Chair Schraufnagel stated that as long as double hung windows are being replaced that is the main thing and appropriate. He asked Wiley if the Commission is only concentrating on the window replacements. Wiley stated that this was correct. Chair Schraufnagel asked for a motion to approve the Certificate of Appropriateness. Ericson made a motion and Goyke seconded. Ericson stated that the motion would have a condition that all existing windows will be replaced by H-Windows or windows by an approved manufacturer, with window type/style where appropriate. The Commission voted 5-0 to approve the Certificate of Appropriateness with the condition. Motion Carried. Chair Schraufnagel stated that staff would get the Certificate of Appropriateness out and that this approval now triggered the building permit. He thanked Cicero for coming in and for the investment to the community. *Mr. Cicero left at 5:23 pm.*

b. Preservation Planning – Discussion

Wiley gave an update. He explained that former Assistant Planner Mandy Lyons had approached the Commission with this idea and that there was interest among the Commission in coming up with a plan. Wiley explained that it was possible to either do the plan with a consultant or in house. He did not want to forget about the plan so he kept it on the agenda. He included the Madison plan in the Commissioner packets which Ms. Lyons had previously included. He stated that he knows of some other existing plans as well. He stated that it was helpful to look at plans as examples of material we can incorporate. Madsen-Genzler stated that the Sustainable Communities Development students at Northland might be happy to work on such a project. Ericson asked about the status of the demolition ordinance. Wiley explained that the ordinance was still on the list and not finalized/approved yet. Ericson mentioned the demolition of the Harrison House. Chair Schraufnagel asked about amending the Fifield Row district to include the Our Lady of the Lake rectory.

c. Historic Properties: Potential Local Nominations – Update

Schraufnagel stated that having the nominations ready for the April meeting might be more realistic. Ericson explained her concern that construction begins in April. If we can start in January it gives more knowledge of what people are doing. Once something happens we cannot go back. She suggested having the nominations ready for January 22nd if possible. She stated that if Wiley moved them to April he would have building permits to deal with. It might be better to look at January when staff is not dealing with permits, demolition, etc.

8. Announcement/Reports/Comments/Questions

Muse brought up the Commission membership and recalled that someone was going to look into it. He asked if Al Smiles was still on or could be added back. Wiley did not believe Mr. Smiles was currently on but can look at adding him back. Muse stated that there was value to having someone with history on the Commission. Chair Schraufnagel supports this. There is an at large opening there so he supports looking into this. Wiley stated that he would follow up and look into it. Chair Schraufnagel noted that the next meeting was the 4th Monday in January.

9. Adjournment

Madsen-Genszler moved to adjourn and Ericson seconded. Meeting adjourned at 5:41 pm.

It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities. NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact the Planning & Zoning Dept. at (715) 682-7041.