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

HISTORIC PRESERVATION COMMISSION MEETING AGENDA

January 22nd, 2024 at 5:00PM in the 2nd Floor Conference Room 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/157765245>.

**The meeting can also be joined by phone at
1 866 899 4679 using Access Code: 157-765-245**

Present: Steven Wiley, Andy Goyke, Jeff Muse, Steve Schraufnagel, Kristin Huset (joined virtually),
Also present: Barb Bayuk (citizen non-member), Karen Swanson (non-member from Our Lady of the Lake;
joined virtually).

Absent: Magge Ericson (Excused)

AGENDA

1. Call to Order and Roll Call
 - a. Called to order at 5:03pm on Monday, January 22, 2024 by Stephen Schraufnagel.
2. Approval of the Agenda
 - a. Goyke moved to approve, Muse seconded to approve the agenda as presented.
 - b. Voice vote – unanimously approved; The motion carried.
3. Consent Agenda
 - a. Approval of minutes from the November 6th, 2023 Historic Preservation Commission meeting
 - i. Moved by Goyke, Muse seconded to approve the prior meeting's minutes.
 - ii. Voice vote – 3-0-1 (Huset was not present at the November 6, 2023 meeting and abstained). Motion carried.
4. Identify potential conflicts of interest
 - a. Chair Schraufnagel asked if there were any conflicts of interest. No commissioners identified any conflicts of interest.
5. Public Comment (non-agenda items)
 - a. Karen Swanson stated that for the Our Lady of the Lake complex, the convent and the gym are also on the historical nomination site; with both of those buildings up for sale, what happens when those buildings get demolished?
 - i. Steven Wiley noted the question and stated that the Commission could discuss that point once we get to that on the agenda.
 - b. No one had any other public comment.

6. Action Items:

- a. Consideration and Approval of a Commission Membership for the Wisconsin Association of Historic Preservation Commissions (WAHPC)
 - i. The group is not currently a member of the WAHPC. Wiley explained that WAHPC is a good state-wide association to be a part of. There is a \$40 annual membership fee. As the staff liaison, Wiley suggested that the Commission become a member. He stated that the Oshkosh Landmarks Commission was a member when he was the staff person for them.
 - ii. Muse made the motion to approve joining the WAHPC; Goyke seconded the motion.
 - iii. Voice vote; unanimously approved; The motion carried.

7. Discussion Items:

- a. Discussion on Preservation Planning
 - i. Cedar Rapids, IA, Madison, WI, and De Pere, WI plans could be helpful
 - 1. Steven Wiley will send out the links of these plan documents to the committee members – everyone will look over the plan documents that Wiley shares and decide what they like and do not like to bring to the April meeting.
 - 2. The goal is to develop both short and long term plans for historic preservation in the community (for local, state, and national level preservation)
 - 3. Question: Is there funding available for someone like a consultant to work on plans for communities? Answer: Yes, a few options. A certified local government plan grant may be available through the Wisconsin Historical Society, however something to consider is that it may come along with a match requirement, where we would have to match that amount. One idea could be to take these example plans and curate it to Ashland's needs and goals working together as staff and commission members to get the plan finished and ready.
- b. Update on Properties Recommended for Local Historic Nominations
 - i. The City staff sent out letters to the nominated properties asking the property owners for potential candidate properties for local listing. We did not hear back from anyone other than the Housing Authority for Bay Tower, who are not interested in the nomination.
 - 1. Stephen Schraufnagel is going to make another contact with them to provide additional information about the nomination and answer any questions they may have.
 - 2. Stephen Schraufnagel also shared that Bohemian Hall wants to hear more about the pros and cons about accepting the nomination. Schraufnagel is going to contact them and invite them to come to the April meeting for more information.
 - 3. Stephen Schraufnagel and Jeff Muse will make personal contact with the property owners that have not responded to the letters.
 - a. Steven Wiley can send the contact information and they will make those calls. The goal is that at the April meeting we may have more interested parties for accepted nominations.

- c. Discussion on a Potential National/State Register Nomination for Our Lady of the Lake Church and School
 - i. Karen Swanson had questions:
 - 1. On a state and national level, is it possible to do a registration just on the church and not the school or the pastoral center? The concern stems from the two buildings being up for sale. Steven Wiley said that he can contact SHPO and get more information on that.
 - 2. How long does this process take? – It can vary, it can take several months to a year & beyond potentially (estimating 8-12 months); it has to go to SHPO and get approved through the state and federal processes.
 - ii. *Karen Swanson left at 5:50pm.*
 - d. Discussion on Miscellaneous HPC Items
 - i. Elizabeth Madsen-Genzler has submitted her resignation.
 - 1. Al Smiles would like to be a member [again]. This leaves one vacant spot on the commission.
 - ii. *Barb Bayuk left at 5:54pm.*
8. Announcement/Reports/Comments/Questions
- a. Steven Wiley is going to follow up with Al Smiles for renewing his place on the Commission.
9. Adjournment
- a. Huset moved to adjourn, Goyke seconded
 - b. Voice vote – unanimously approved; The motion carried.
 - c. Meeting adjourned at 5:56pm.
 - d. The next meeting is on April 22nd, 2024 at 5pm.

Recorded by:

Chianne Schweitzer, Administrative Clerk
Steven D. Wiley, AICP, Planning and
Development Director