



CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

AMENDED AMENDED AGENDA

CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING

Thursday, January 23, 2024, 6:30 PM

City Hall Community Room

1. Call to Order, Roll Call, and Confirmation of Compliance with the Open Meetings Law.
2. Approval of November 25, 2024 minutes.
3. Discussion and consideration of demolition of 163 Water St. (2024-25)
4. Discussion and possible action on approved Certificate of Appropriateness (2024-42).
5. Discussion and consideration of Certificate of Appropriateness (01) requested by Bryce Woyak for 17 Shake Rag St. for sitework renovation.
6. Discussion and consideration of Certificate of Appropriateness (02) requested by the City of Mineral Point for 137/139 High St. for renovation.
7. Discussion and consideration of Certificate of Appropriateness (03) requested by the Mineral Point Opera House for 139 High St. for renovation.
8. Discussion and consideration of Certificate of Appropriateness (04) requested by Tony Hook for New Construction (HVAC) at 320 Commerce St.
9. Discussion and consideration of 2-person committee for January, February, and March.
10. Discussion and consideration of changes to the Section 151 of the Municipal Ordinance.
11. Discussion of future agenda items.
12. Adjourn.

Agenda Posted and Distributed: Thursday, January 16, 2025.

Amended Amended Agenda Posted and Distributed: Wednesday, January 22, 2025.

Reasonable accommodations for participation in this meeting by persons with disabilities, as defined by the Americans with Disabilities Act, will be made upon request and if feasible. Please contact the City Clerk's office (608-987-2361) at least 24 hours before the scheduled meeting so that necessary accommodations can be provided.

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov

MINUTES

CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING

Thursday, November 25, 2024 – 6:00 PM

City Hall Community Room

CALL TO ORDER/ROLL CALL

The meeting was called to order by Chairman Flesch at 6:31 PM.

Erik Flesch, Chair	Present	Steph McKeon	Excused
Mark Hogan	Present	Tim Freeman	Absent
Gary Cisler	Present	John Spady	Present
(vacant)			
Others Present: Matt Honer, City Administrator,			

APPROVAL OF MINUTES – October 24, 2024 MEETING

Motion (Cisler/Spady) to approve the minutes from October 24, 2024. Motion carried, all voting aye (4-0).

UPDATE, DISCUSSION, AND POSSIBLE CONSIDERATION OF 2-PERSON COMMITTEE ACTIONS AND OTHER OUTSTANDING CERTIFICATES OF APPROPRIATENESS.

Chair Flesch presented the three 2-Person Committee actions that took place since the last meeting, 104 High St., 110 High St., and 257 High St.

DISCUSSION AND CONSIDERATION OF CERTIFICATE OF APPROPRIATENESS (39) REQUESTED BY LIMESTONE, LLC FOR 52 HIGH ST. FOR EXTERIOR LIGHTING AND SIGNAGE.

Administrator Honer provided a brief overview of the application and the COAs that have come to the Commission over the past two years for this property and the applicant. The Commission discussed after-the-fact applications, which are challenging and would like to see the applications before the work gets done.

Flesch stated that the two buildings should be looked at separately despite there being a single address. Spady stated that the applicant had previously expressed a desire for the buildings to commercially appear as a single entity. Flesch expressed disappointment about the painting of the façade for the brick building.

Spady stated that he does not have concerns about the proposed lighting. Cisler stated that he was disappointed in the applicant not getting a permit before completing the work but does not have an issue with the lighting.

Honer provided a zoning review of the proposed signage, explaining that the zoning code only allows a hanging sign or an attached sign but not both, based on the zoning code.

Motion (Flesch/Hogan) to approve the window signage and the hanging projected signage on the condition it meets the dimensions required by the zoning code, and to deny the attached signage. Motion carried, (4-0).

Motion (Spady/Hogan) to approve the lighting as presented and currently installed. Motion carried, (3-1) Flesch opposed.

DISCUSSION AND FOLLOW-UP CONSIDERATION OF CERTIFICATE OF APPROPRIATENESS (36) REQUESTED BY TONY HOOK FOR 320 COMMERCE ST. NEW CONSTRUCTION.

The Commission discussed the outstanding items related to the proposed new construction and renovation at 320 Commerce St. The discussion of the siding to be replaced on the façade of the building facing commerce st.

Motion (Hogan/Cisler) to approve “nickel-gap” siding and window renovations as presented. Motion Carried, (4-0).

DISCUSSION OF FUTURE AGENDA

Honer stated that there are some applications in the works.

ADJOURNMENT

Motion (Cisler/Spady) to adjourn at 7:18. Motion Carried, (4-0).

Matthew Honer, City Administrator

Approved:

Box below for office use only

Date Received:	7/15/2024
Date Approved:	
Date \$50 Application Fee Received:	7/15/2024



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address: 163 Water St.

Applicant: Oberhauer, LLC, Robert Contractor: Treys

Mailing Address: PO Box 132 MP, WI

Phone: 608-574-2246 Phone: 608-987-2967

E-Mail: Bob.Oberhauer@gmail.com E-Mail:

Please check if this is primary contact person ☒ Please check if this is primary contact person ☐

Description of Proposed Work:

Demolish building down to foundation. Remove debris + contents of building.
No assessed value on building.
estimated demo cost is \$5,000, Possible future rebuild?

Type of Work: (Check all that apply)

- ☐ New Construction: Construction of a new building, additions, garages, sheds, etc.
- ☐ Renovation work: includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ Sitework: Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☐ Signage: Installation of a sign on a building or site.
- ☒ Demolition: Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.
- ☐ Other:

Applicant's Signature:

Date: 7-12-24

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.











Box below for office use only

Date Received:	12/2/24
Date Approved:	
Date \$50 Application Fee Received:	12/2/24



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address:

Applicant:	Tim Loken	Contractor:	? Hubbard
Mailing Address:	4494 Rock Branch Rd M.P.		
Phone:	608-574-6733	Phone:	?
E-Mail:	HOME	E-Mail:	?
Please check if this is primary contact person ☒		Please check if this is primary contact person ☐	

Description of Proposed Work:

Repair wood (rotten) with SAME color trim X 1/2" (John Hubbard & Gary Sizler has look at it)

Type of Work: (Check all that apply)

- ☐ **New Construction:** Construction of a new building, additions, garages, sheds, etc.
- ☐ **Renovation work:** includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ **Sitework:** Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☐ **Signage:** Installation of a sign on a building or site.
- ☐ **Demolition:** Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.

☒ **Other:** fix over & repair rotten wood

Applicant's Signature:

Date:

12-2-24

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.

For City Staff Use Only

Case Number: _____ Date _____

Received: _____

Referral

- ☐ Referral to Commission HPC Meeting Date: _____
- ☐ Staff Review Staff Review Date: _____

Comments: _____

Decisions By:

- ☐ 2-Person Committee-Date: _____
- ☐ Historic Preservation Commission-Date _____

Final Action

- ☐ Approve ☐ Approve with Conditions ☐ Disapprove

Historic Preservation Commission Chair

Date

Re: HPC 2 person reviews.

From Erik Flesch <flesch@gmail.com>
Date Tue 12/17/2024 10:46 AM
To Matthew Honer <administrator@cityofmineralpointwi.gov>
Cc Mark Hogan <propertytechnics@gmail.com>

Thank you, Matt and Mark.

Both projects are approved from my perspective so I will come by to sign. Let me know if there is anything of concern that you think I've missed.

My best,
Erik

On Fri, Dec 13, 2024 at 10:07 AM Matthew Honer <administrator@cityofmineralpointwi.gov> wrote:

Good Morning,

Attached are two COA's that Erik has advised are 2-person reviews.

Please let me know if your decision and I will share with the applicants. I will have printed copies at City Hall.

Matthew Honer

City Administrator | City of Mineral Point

Phone: 608-987-0463

Email: administrator@cityofmineralpointwi.gov

Address: 137 High St., Ste 1, Mineral Point, WI 53565

www.cityofmineralpoint.com

Re: HPC 2 person reviews.

From Erik Flesch <flesch@gmail.com>
Date Tue 1/7/2025 5:39 PM
To Matthew Honer <administrator@cityofmineralpointwi.gov>
Cc Mark Hogan <propertytechnics@gmail.com>

Hi, Matt.

I would send this one for full HPC review. Apparently, the owner would be residing the entire structure and somehow I missed this on first review.

Thank you,
Erik

Sent from my iPhone

On Dec 13, 2024, at 10:07 AM, Matthew Honer <administrator@cityofmineralpointwi.gov> wrote:

Good Morning,

Attached are two COA's that Erik has advised are 2-person reviews.

Please let me know if your decision and I will share with the applicants. I will have printed copies at City Hall.

Matthew Honer

City Administrator | City of Mineral Point

Phone: 608-987-0463

Email: administrator@cityofmineralpointwi.gov

Address: 137 High St., Ste 1, Mineral Point, WI 53565

www.cityofmineralpoint.com

<2024 - COA042 38 Shake Rag St. - Application.pdf>

<CoAAAF_Leo_51_Jail_Alley_REVISED.pdf>

Re: 38 Shake Rag COA

From Erik Flesch <flesch@gmail.com>
Date Tue 12/31/2024 5:40 PM
To Matthew Honer <administrator@cityofmineralpointwi.gov>
Cc Mark Hogan <propertytechnics@gmail.com>

Hi, Mark.

Could you please share you concerns about this project so I can reach out?

Thank you,
Erik

Sent from my iPhone

On Dec 31, 2024, at 12:13 PM, Matthew Honer <administrator@cityofmineralpointwi.gov> wrote:

Hello Mark and Erik,

The Applicant is Tim Lokken and his phone number is 608-574-6733. I am wondering if you can reach out to him to discuss the project and see if he can provide you with the additional information you are looking for.

Get [Outlook for iOS](#)

Box below for office use only

Date Received:	1-2-25
Date Approved:	
Date \$25 Application Fee Received:	1-2-25

only \$25 pd
owes \$25 more
-emailed



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address:
17 Shakerag Street, Mineral Point, WI 53565

Applicant: Bryce Woyak

Contractor: Hans Larsen & Nate Chambers

Mailing Address: 17 Shakerag St

Phone: 7153400521

Phone: 3179641906

E-Mail: bmwoyak@gmail.com

E-Mail: _____

Please check if this is primary contact person ☒

Please check if this is primary contact person ☐

Description of Proposed Work:

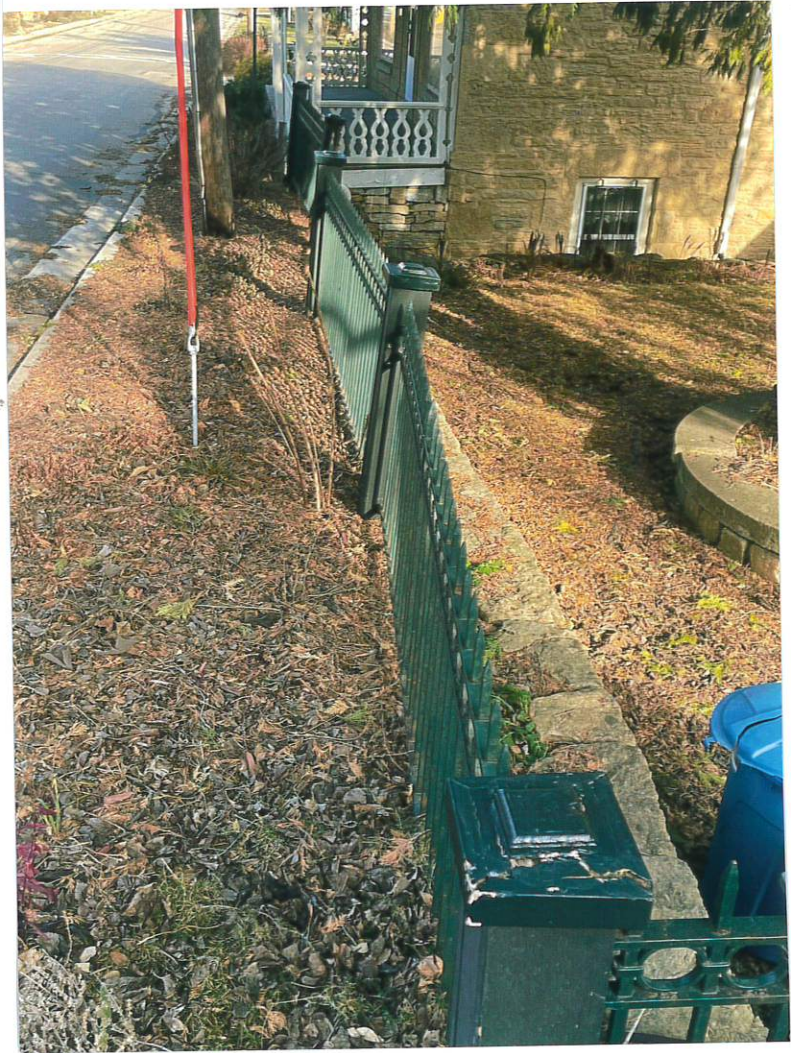
Replace the fence and railings in the front of the property. The wooden fence posts and railings are rotten and will be replaced with like material and in the same style. The iron fence panels will be wire-brushed down and then repainted to the original green color. The limestone stairs into the yard are crumbling and will be removed. New limestone stairs will be installed. All updates will use original materials.

Type of Work: (Check all that apply)

- ☐ **New Construction:** Construction of a new building, additions, garages, sheds, etc.
- ☒ **Renovation work:** includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ **Sitework:** Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☐ **Signage:** Installation of a sign on a building or site.
- ☐ **Demolition:** Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.
- ☐ **Other:** _____

Applicant's Signature: Bryce Woyak Date: 12/15/2024

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.



For City Staff Use Only

Case Number: 2025-COA01 Date

Received: 01/02/2025 Pd:01/10/2025

Referral

- ☐ Referral to Commission HPC Meeting Date: _____
- ☐ Staff Review Staff Review Date: _____

Comments: _____

Decisions By:

- ☐ 2-Person Committee-Date:_____
- ☐ Historic Preservation Commission-Date_____

Final Action

- ☐ Approve ☐ Approve with Conditions ☐ Disapprove

Historic Preservation Commission Chair

Date _____

Box below for office use only

Date Received:	_____
Date Approved:	_____
Date \$25 Application Fee Received:	_____



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address:
137 and 139 High St.

Applicant: City of Mineral Point

Contractor: Reynolds Masonry

Mailing Address: 137 High St.

Phone: 608-987-2361

Phone: _____

E-Mail: administrator@cityofmineralpointwi.gov

E-Mail: _____

Please check if this is primary contact person ☐

Please check if this is primary contact person ☐

Description of Proposed Work:

Tuckpoint the limestone veneer at 137 and 139 High Street

Type of Work: (Check all that apply)

- ☐ New Construction: Construction of a new building, additions, garages, sheds, etc.
- ☒ Renovation work: includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ Sitework: Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☐ Signage: Installation of a sign on a building or site.
- ☐ Demolition: Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.
- ☐ Other: _____

Applicant's Signature: Matthew Honer Date: January 14, 2025

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.

For City Staff Use Only

Case Number: _____ Date _____

Received: _____

Referral

☐ Referral to Commission

HPC Meeting Date: _____

☐ Staff Review

Staff Review Date: _____

Comments: _____

Decisions By:

☐ 2-Person Committee-Date: _____

☐ Historic Preservation Commission-Date _____

Final Action

☐ Approve

☐ Approve with Conditions

☐ Disapprove

Historic Preservation Commission Chair

Date









04 DIVISION
MORTAR

PORTLAND LIME & SAND
MASONRY MORTAR



Great Workability. Increased Productivity.

SPEC MIX® Portland Lime & Sand Mortar is a dry preblended mortar mix containing portland cement, hydrated lime and dried masonry sand formulated for superior bond, water retention and board life. Available in Types M, S and N, each meets ASTM C 270, ASTM C 1714 and CSA A179 requirements. SPEC MIX Portland Lime & Sand is available in standard or custom colors. In addition to custom mix designs that are available for specific applications or properties, the standard Portland Lime & Sand Mortar is designed to be compatible with the characteristics of the specified masonry unit. It is acceptable for all types of masonry construction.

SPEC MIX Portland Lime & Sand is produced under strict manufacturing standards, and complete quality control measures are implemented with each batch. A digital printout displaying the proper proportions per batch may be kept as a permanent record. Submittals are available upon request for certification to applicable ASTM, TMS, and CSA standards.

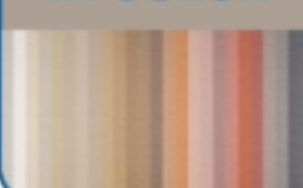
6917106

TYPICAL MATERIALS
PORTLAND CEMENT
HYDRATED LIME
SAND
PIGMENT



TYPE M (PL-02)
TYPE S (PL-03)
TYPE N (PL-04)
COLOR (PL-05)

AVAILABLE
IN COLOR





PORTLAND LIME & SAND MASONRY MORTAR

INSTALLATION/APPLICATION

Mortar type should correlate with the particular masonry unit to be used. The specifier should evaluate the interaction of the mortar type and masonry unit specified. That is, masonry units having a high initial rate of absorption will have greater compatibility with mortar that has high water retentivity. The material properties of mortar that influence the structural performance of masonry are compressive strength, bond strength and elasticity. Because the compressive strength of masonry mortar is generally less important than bond strength, workability and water retentivity, the latter properties should be given principal consideration in mortar selection. Select mortar based on the design requirements and with consideration of code and specification provisions affected by the mortar.

A sample of the proposed product will be provided by the manufacturer for architectural approval and testing, if required. Preparation of a panel with all materials and systems employed in the final project is imperative. Retain the mock-up or field sample through the completion of the project.

Allow mortar to cure a minimum of 7 days but no more than 28 days before cleaning. Consult manufacturer of the masonry units and cleaning chemicals for further instructions to ensure proper washing procedures.

Clean masonry only with a national proprietary cleaning agent (following the manufacturer's instructions) or potable water. SPEC MIX products must be kept dry, covered and protected from weather and other damage.

SIZES AND EQUIPMENT

SPEC MIX Portland Lime & Sand Mortar is available in 80 lb (36.2 kg) packages for easy hand loading or in 3,000 lb (1,360.7 kg) reusable bulk bags to be used with the various SPEC

ASTM C 270 PROPERTY SPECIFICATIONS (laboratory prepared)

Type	Average compressive strength at 28 days, minimum PSI	Water retention, minimum %	Air content, maximum %
M	2,500	75	12
S	1,800	75	12
N	750	75	14*

* When structural reinforcement is incorporated in cement-lime mortar, the maximum air content shall be 12%

CSA A179 PROPERTY SPECIFICATIONS (laboratory prepared)

Type	Minimum compressive strength at 28 days, MPa	Water retention, minimum %	Air content, maximum %
M	17.5	70	18
S	12.5	70	18
N	5	70	18

ESTIMATED YIELDS

	80 lb (36.2 kg) bags	3,000 lb (1,360.7 kg) bags
4 in Block	14 to 16	525 to 600
6 in Block	11 to 13	410 to 485
8 in Block	10 to 12	375 to 450
10 in Block	10 to 12	375 to 450
12 in Block	9 to 11	335 to 410
Modular Brick	37 to 39	1,385 to 1,460
Queen Sized Brick	31 to 33	1,160 to 1,235
King Sized Brick	25 to 27	935 to 1,010
Utility Brick	22 to 24	825 to 900

Note: The yields given above are approximate and depend on labor practices, site conditions and design of work. Yields include typical waste. Some areas such as FL, CA, OR, and WA experience higher yields due to construction practices. Please contact your local representative for more specific yield information in your area.

LIMITED WARRANTY

IN THE UNITED STATES

NOTICE: Obtain the applicable LIMITED WARRANTY at www.specmix.com/product-warranty or send a written request to SPEC MIX, LLC, Five Concourse Parkway, Atlanta, GA 30328, USA.

AVISO: Obtenga la GARANTÍA LIMITADA correspondiente en www.specmix.com/product-warranty.



Box below for office use only

Date Received:	
Date Approved:	
Date \$50 Application Fee Received:	



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address:
139 High St

Applicant: Mineral Point Opera House Inc

Contractor: Sign Art Studio

Mailing Address: PO Box 228

Phone: 608-574-5076 (Lauren Powers)

Phone: 608-437-2320

E-Mail: lbernpowers@gmail.com, info@mpoh.org

E-Mail: dan@makesignsnotwar.com (Dan Yoder)

Please check if this is primary contact person ☒

Please check if this is primary contact person ☒

Description of Proposed Work:

See attached pages for description, specifications, drawings & historical reference images.

Type of Work: (Check all that apply)

- ☐ New Construction: Construction of a new building, additions, garages, sheds, etc.
- ☐ Renovation work: includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ Sitework: Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☒ Signage: Installation of a sign on a building or site.
- ☐ Demolition: Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.
- ☒ Other: Construction & installation of new lighted marquee

Applicant's Signature:

Date: 01/08/2025

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.

Description of Project:

Our project consists of the construction and installation of a new, lighted marquee. The submitted design incorporates dimensions recommended by the WI State Historic Preservation Office and has decorative detail consistent with the original 1914 marquee. The addition of 1914-1920's period-appropriate lighting will provide the downtown of Mineral Point and the Opera House illumination fitting the period. It will also include the functionality of an updated design to allow for showcasing our programming along with safety features and showcasing of the historic theater on our main street.

Please see first 6 pages are the new design, specs and details.

The accompanying pages 7 and 8 are historical photos of the various marquee modifications made through the years. From approximately 1940 to 1970's - the steel and neon POINT Theater marquee was prominent. When the POINT marquee envelope was removed, the underlying structure (original) was enhanced and the marquee in photo 8 marquee was painted deep brown and then cream color more recently.

Pages 9-11 are historical photos of various Wisconsin theaters marquees of the same era the Mineral Point theater was built. These photos are from early 1920's. These marquees were used as historical reference for our design. The "lightbulb" design lettering was a very prominent design element in these early live and movie theaters.

10/18/2023

MINERAL POINT OPERA HOUSE / 139 HIGH ST. MINERAL POINT, WI 53665



MINERAL POINT OPERA HOUSE - MARQUEE

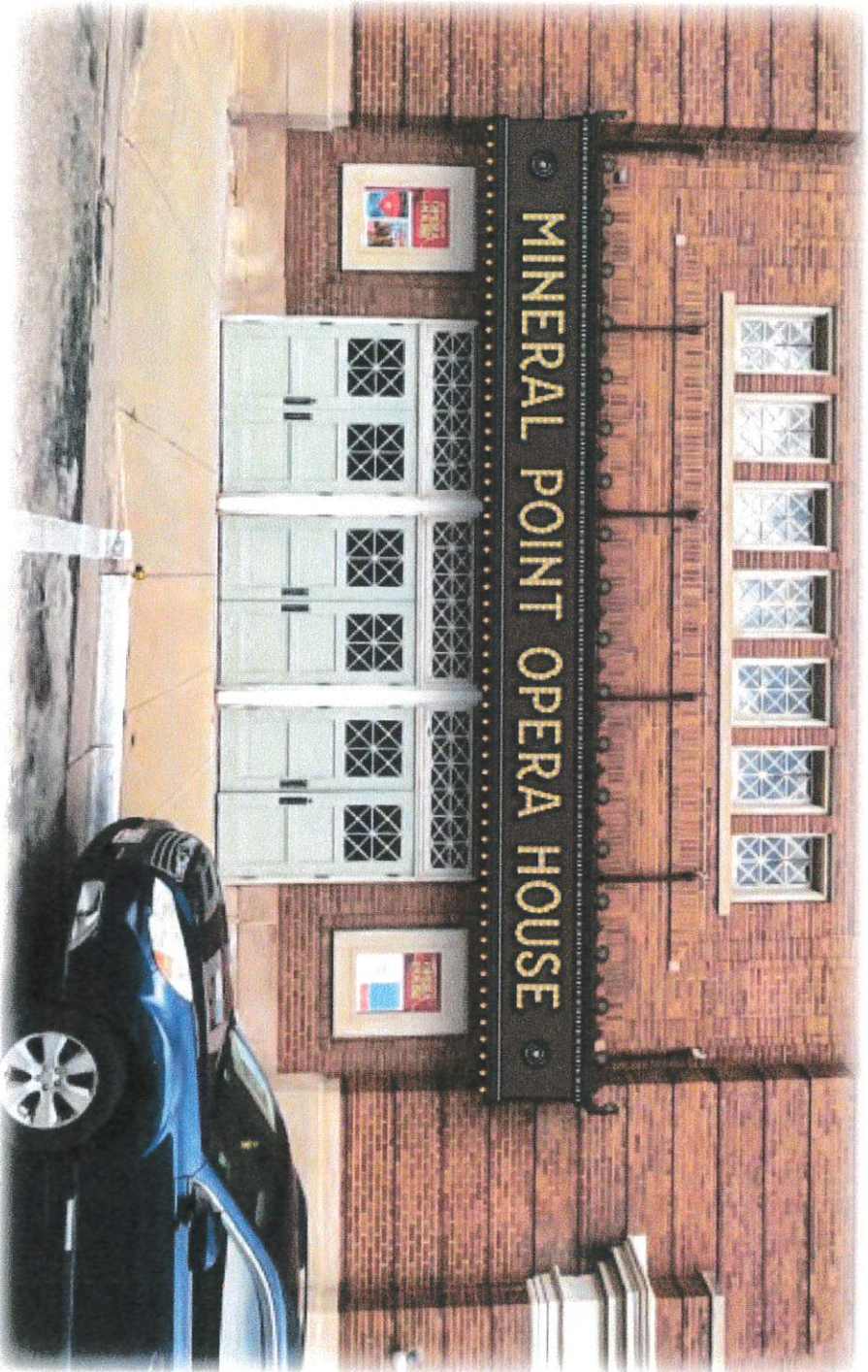
CU

MINERAL POINT OPERA HOUSE - MARQUEE

10/18/2023

MINERAL POINT OPERA HOUSE

138 HIGH ST MINERAL POINT WI 53565



THE SIGNARTWAY.COM
4275 FARM RD - MINERAL POINT, WI 53565

CUSTOMER APPROVAL	DATE	LANDLORD APPROVAL	DATE	CLI

MINERAL POINT OPERA HOUSE - MARQUEE

10/18/2023 MINERAL POINT OPERA HOUSE 139 HIGH ST. MINERAL POINT, WI 53565



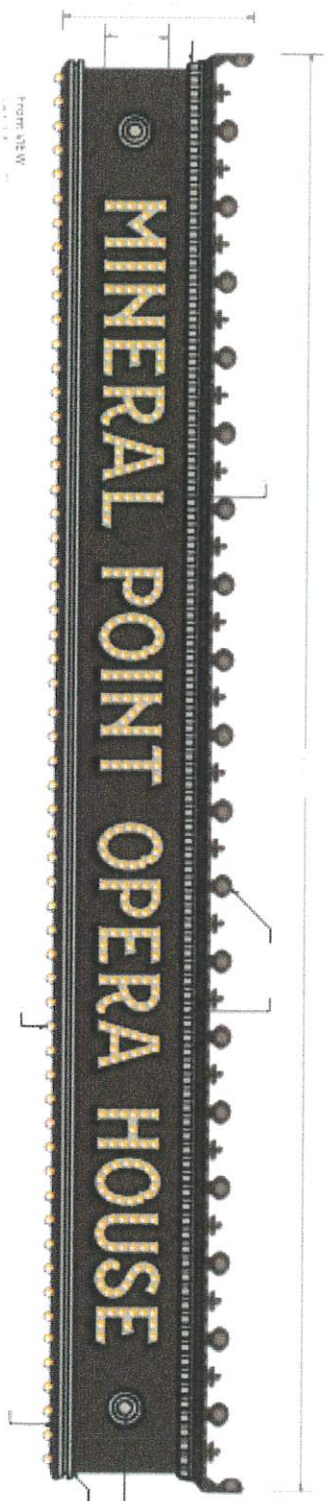
THE SIGNART COMPANY
2500 FARMERS ROAD, SUITE 100, ST. LOUIS, MO 63107

CUSTOMER APPROVAL _____	DATE _____	LANDLORD APPROVAL _____	DATE _____	CLI
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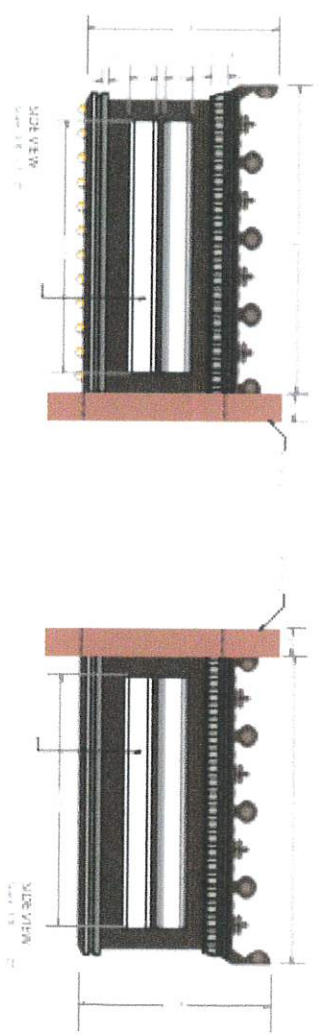
MINERAL POINT OPERA HOUSE - MARQUEE

10/19/2023

MINERAL POINT OPERA HOUSE 139 HIGH ST. MINERAL POINT, WI 53565



1. Signage for this project is to be installed in accordance with the following specifications:
2. All signage shall be made of aluminum or stainless steel.
3. All signage shall be made of 1/2 inch thick material.
4. All signage shall be made of 1/2 inch thick material.
5. All signage shall be made of 1/2 inch thick material.
6. All signage shall be made of 1/2 inch thick material.
7. All signage shall be made of 1/2 inch thick material.
8. All signage shall be made of 1/2 inch thick material.
9. All signage shall be made of 1/2 inch thick material.
10. All signage shall be made of 1/2 inch thick material.



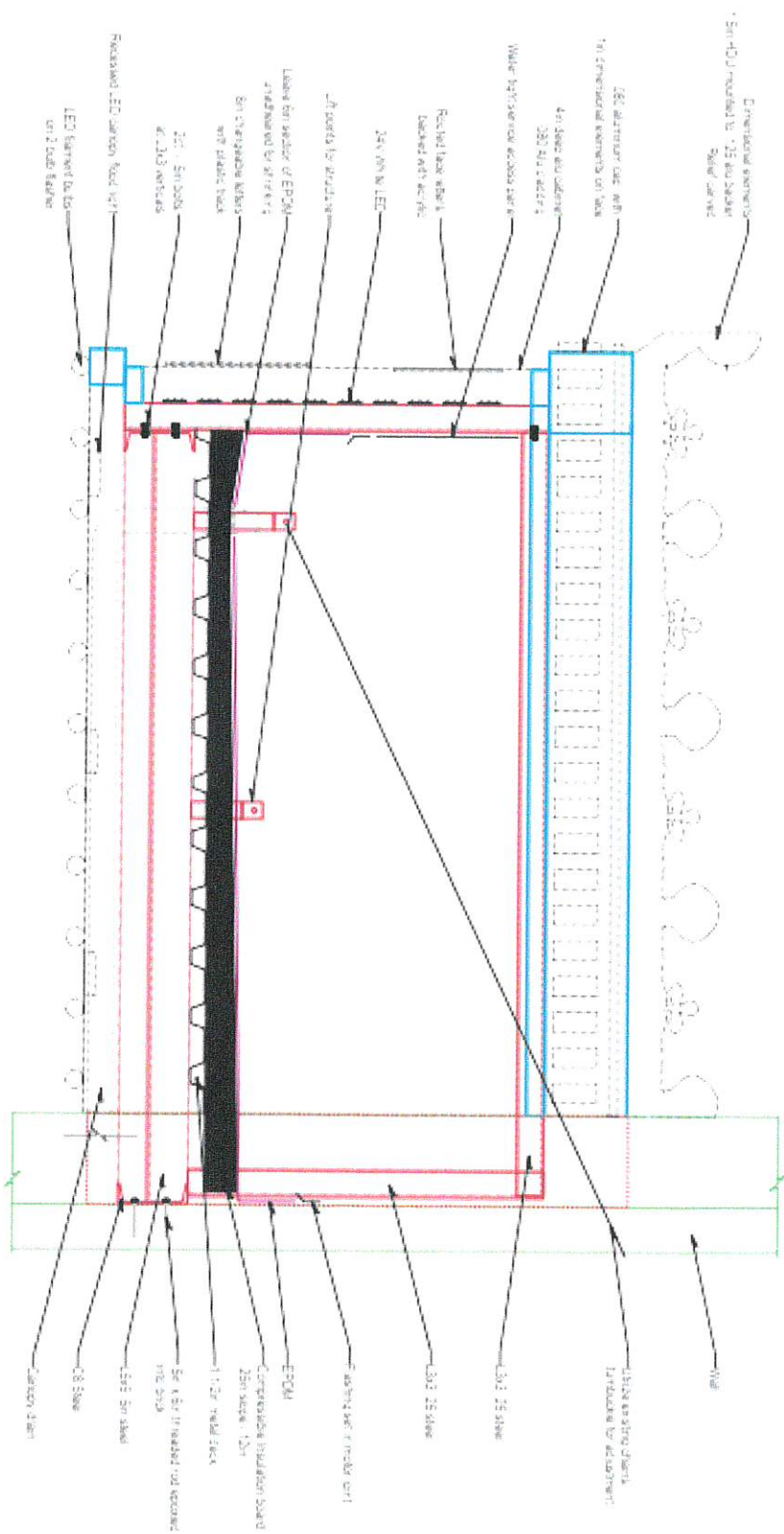
Make sign directly at sign art

CUSTOMER APPROVAL	DATE	LANDLORD APPROVAL	DATE

CLI

MINERAL POINT OPERA HOUSE - MARQUEE

NOV 7 2003
MINERAL POINT OREGON
100 HIGH ST. MINERAL POINT, WI 53655

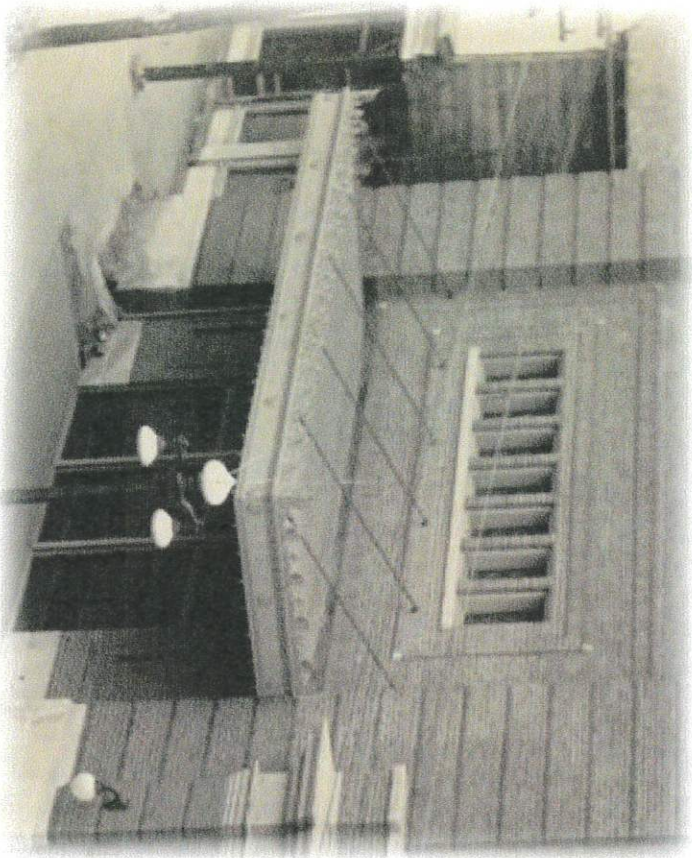


GENERAL POINT OPERA HOUSE - MARQUEE

$\frac{P}{Q}$

10/18/2023

MINERAL POINT OPERA HOUSE 139 HIGH ST MINERAL POINT WI 53655



1915



1940's - 1970's



MINERAL POINT OPERA HOUSE
139 HIGH ST MINERAL POINT WI 53655

CUSTOMER APPROVAL	DATE	LANDLORD APPROVAL	DATE	CLI

MINERAL POINT OPERA HOUSE - MARQUEE



2000's

08/15/2023

MINERAL POINT OPERA HOUSE 139 HIGH ST MINERAL POINT, WI 53555

Orpheum Theater, WI 1927



makdesignstudio.com

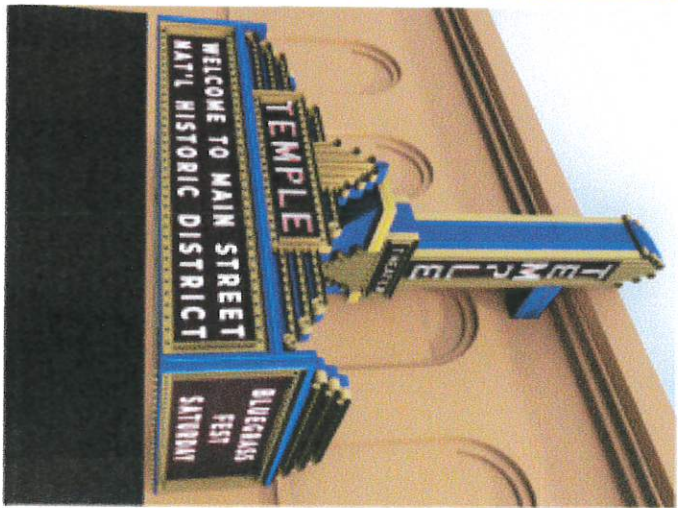
MARQUEE REFERENCE IMAGES-ORPHEUM THEATER

MINERAL POINT OPERA HOUSE - MARQUEE

08/15/2023

MINERAL POINT OPERA HOUSE 139 HIGH ST. MINERAL POINT, WI 53550

Temple Theater Co.



Current design provided by Sign Art Studio



max@signartstudio.com

MARQUEE REFERENCE IMAGES-TEMPLE THEATER

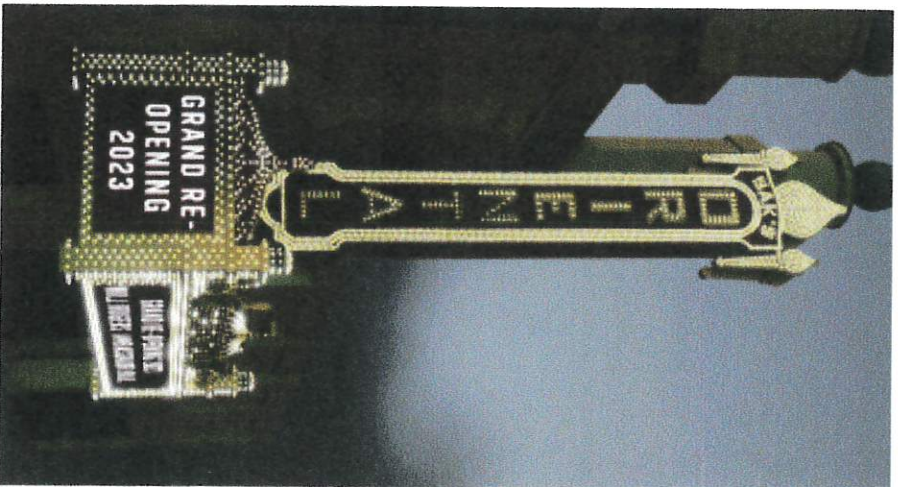
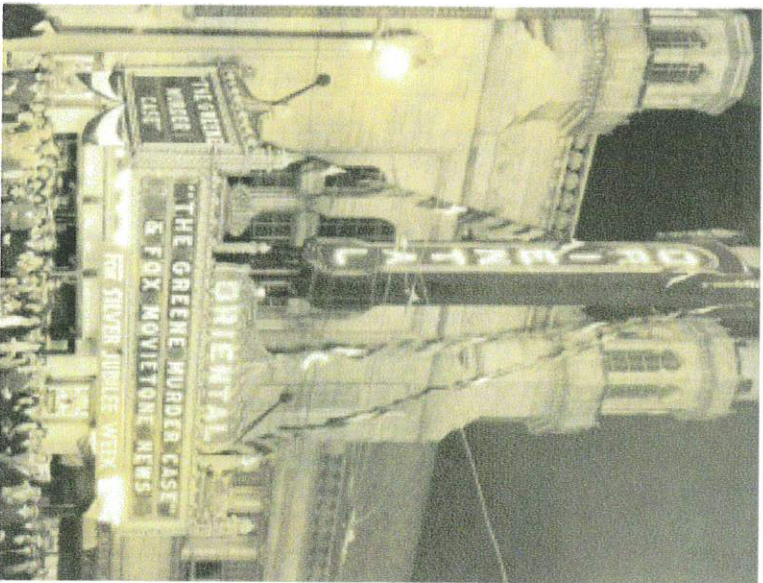
MINERAL POINT OPERA HOUSE - MARQUEE

08/15/2023

MINERAL POINT OPERA HOUSE

139 HIGH ST. MINERAL POINT, WI 53555

Grand Opening in 1923



Current design provided by Sign Art Studio



mineralpointopera.com

MARQUEE REFERENCE IMAGES-ORIENTAL THEATER

MINERAL POINT OPERA HOUSE - MARQUEE

MPOH - Additional materials and info for HPC meeting 1/23/25

From lauren powers <lbernpowers@gmail.com>

Date Wed 1/15/2025 11:26 PM

To Erik Flesch <flesch@gmail.com>; Matthew Honer <administrator@cityofmineralpointwi.gov>

Cc Bill Webb <bill.webb@mineralpointoperahouse.org>; Liz Heimerl <lizheimerl@gmail.com>; Jen Davel <JDavel@heritage-consulting.com>

 4 attachments (5 MB)

MPOH Marquee historical marquee refs Jan 15 2025.pdf; Marquee POINT for HPC.tif; SHPO email 4 20 23.docx; Muni building 1915.jpg;

Hello Erik,

In response to your note of January 13, 2015,

Please see the following attachments;

- Historical images of the MPOH marquee through the years, from 1915 to present
- Postcard image of the municipal building with marquee details 1915
- Additional photo of the POINT neon marquee which stood from 1940's to 1980s.
- Word document with correspondence from Alexander Edginton at SHPO from 4/20/23

We will have our preservation architect, Jen Davel, present at our meeting with the HPC on Jan 23. We have two plus years of work with SHPO and the NPS to recap for you in our meeting so you can better understand where we are with this project, funding and the marquee design

Briefly:

We had submitted our design to SHPO in early 2023. Much was covered in a Zoom call with them as well but we have attached an email from Alex which covered his suggestions for design alteration. In response to this, we took the following actions and informed SHPO: (Details are in his email attached. The design is under review for a 2nd time and Jen can explain the timing.)

- We reduced the size of the marquee to more closely resemble the POINT neon marquee which stood for over 40 years. He suggested this sizing so we could still have the space to advertise our shows.
- We are re-using the original marquee anchors

And, of special note - both the NPS and SHPO, in their reviews, asked if we had remaining pieces from the original marquee. To explain, our board members were present during the dismantling of the marquee ordered by the City of MP in 2020. We specified many pieces to be retained for history sake and for our reference in designing a new marquee to mirror some of the decorative elements left. We had saved some of the ceiling canopy embossed metal pieces as well as original trim which were intact and we intended to reference these in our new design. These pieces were put in a large container and saved for our use. Unfortunately, we were informed that the city inadvertently disposed of all the pieces from the original 1915 marquee. This loss was unfortunate as we hoped to reference tangible historical details. In addition to losing some significant pieces of history - as there were signed and dated boards by the original installers.

Additionally, we can explain in person more about our choice for the new marquee design, inspiration, and historical references of similar theaters of our same era. We can also provide information regarding our chosen sign design firm and their experience with theater marquees.

Please let me know if you require anything further for our meeting. We look forward to the discussion and review.

Thank you
Lauren

Lauren Powers
lbernpowers@gmail.com
608-574-5076



Photo of original Mineral Point City Theater marquee
(c. 1918)



Rendering of proposed Mineral Point Opera House
marquee

Photos of Marquee over the years



Unknown (late 60s?)



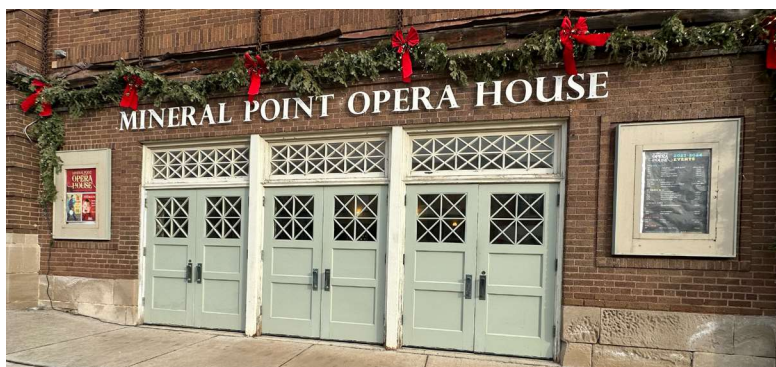
1971



2009

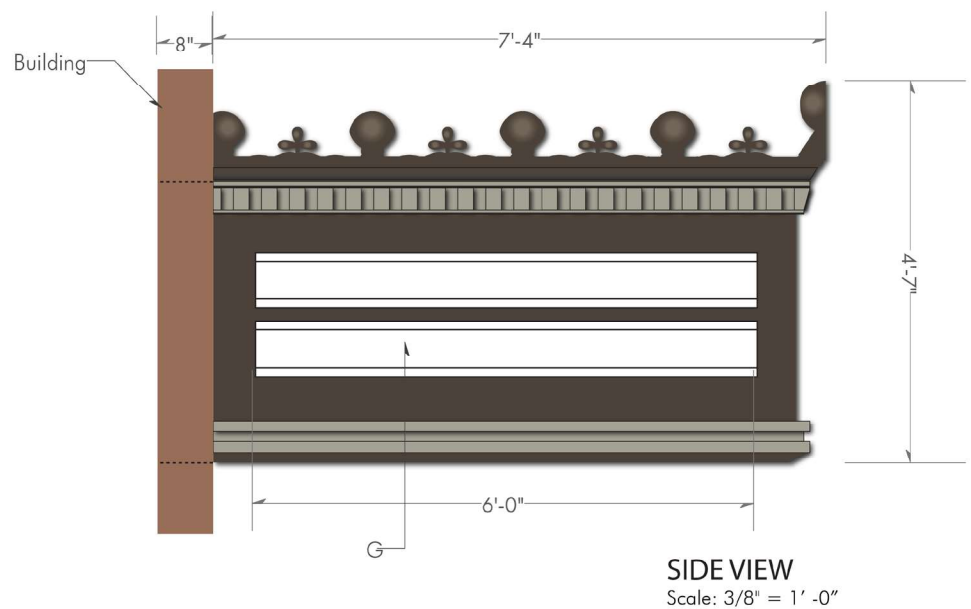
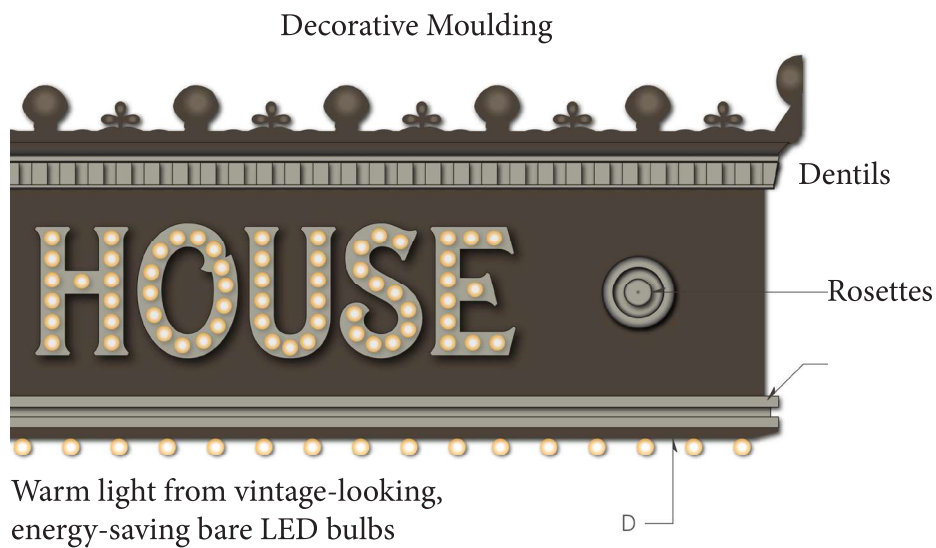
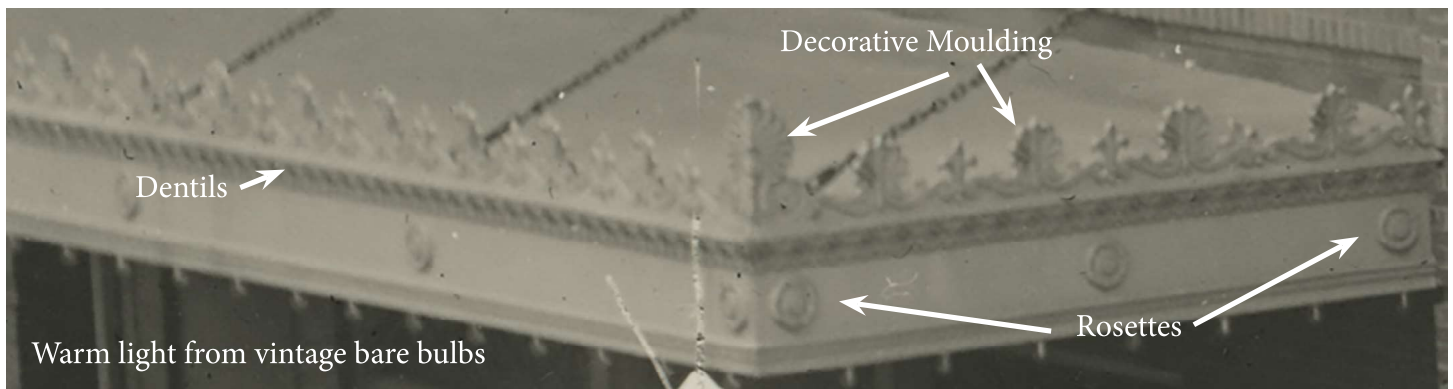


2012

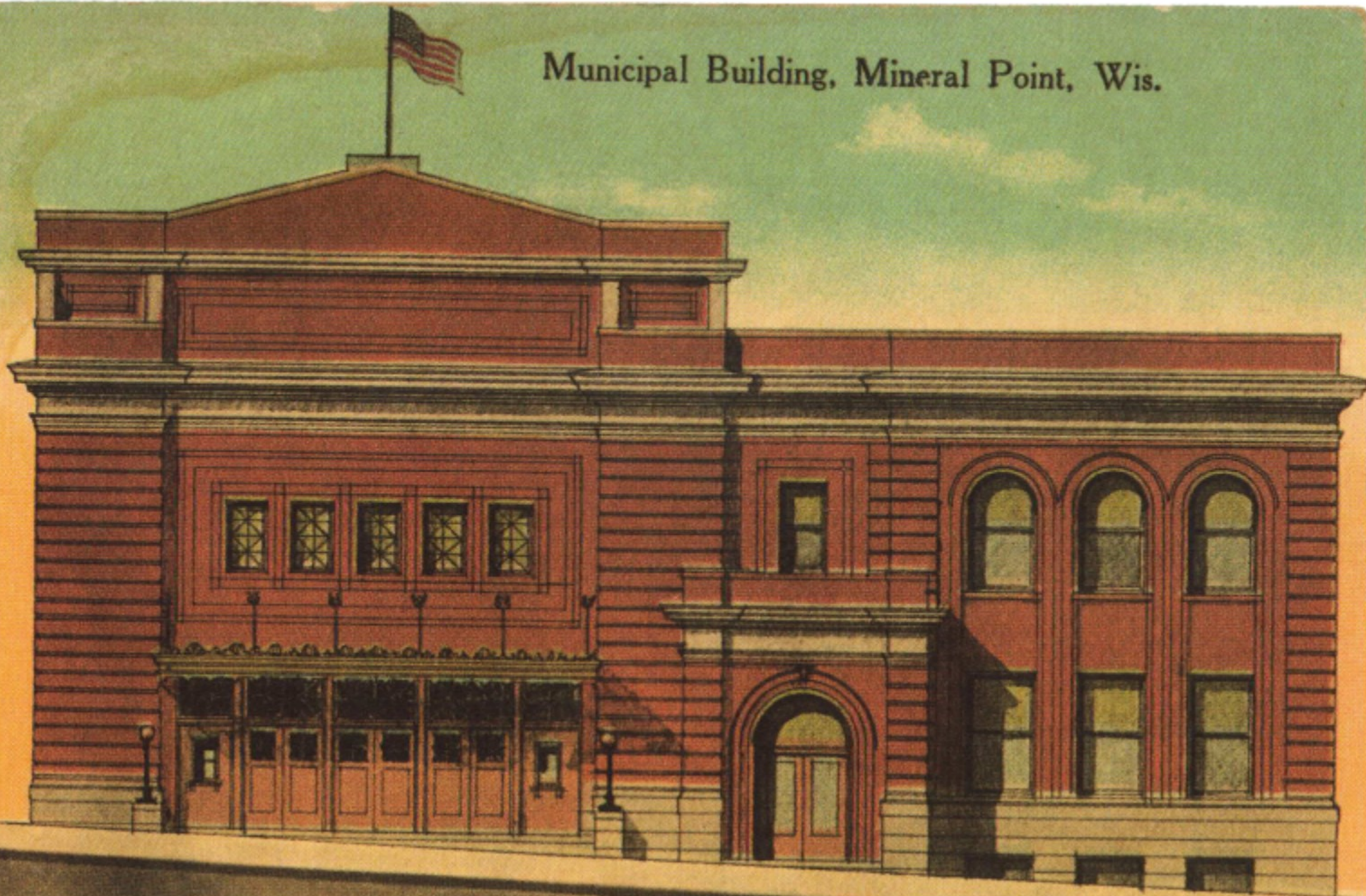


Current
Appearance

Creating A Marquee That Honors The Building's History, While Allowing Modern Purpose



Municipal Building, Mineral Point, Wis.





Dear Lauren Powers,

We are in the process of reviewing WHS #23-0394, The Mineral Point Opera House- Marquee. In order for us to complete our review, we ask that you provide us with the following information:

The marquee as proposed may not be appropriate due to not meeting the following Secretary of the Interior Standards for Rehabilitation:

The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided

New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

The massing of the proposed marquee from the submitted materials appears to be much larger than it was historically. This will have a direct impact on architectural masonry details and also may visually impact the primary facade windows which are character defining elements. The plans also show the removal of the marquee anchors which have been a historic element of the marquee from the initial construction.

Would it be possible to reduce the overall massing of the marquee to something closer to what it was historically to not interfere/cover up any of the existing architectural elements?

Would it be possible to keep/reuse/restore the marquee anchors?

Would the scaling of the marquee of when the building was called the "POINT" work for you size need to advertise your show?

Please ensure additional materials are sent to compliance@wisconsinhistory.org to guarantee they will be uploaded to the project file and the review process can proceed in a timely manner.

Thank you,
Alex Eginton
State Historic Preservation Office

Wisconsin Historical Society
816 State Street, Madison, WI 53706

alexander.eginton@wisconsinhistory.org

SHPO Review: 25-0110/IA - Mineral Point Opera House - Marquee

From lauren powers <lbernpowers@gmail.com>
Date Tue 1/21/2025 4:54 PM
To Erik Flesch <flesch@gmail.com>
Cc Bill Webb <bill.webb@mineralpointoperahouse.org>; Liz Heimerl <lizheimerl@gmail.com>; Matthew Honer <administrator@cityofmineralpointwi.gov>

Erik,

Please see below our approval received today from Alex at SHPO. We can bring hard copies of this to the meeting Thursday, but wanted to pass it on to you via email today.

Thanks,

Lauren

From: alexander.eginton@wisconsinhistory.org <alexander.eginton@wisconsinhistory.org>
Sent: Tuesday, January 21, 2025 9:31 AM
To: Jen Davel <jdavel@heritage-consulting.com>
Subject: SHPO Review: 25-0110/IA - Mineral Point Opera House- Marquee

Dear Jen Davel,

We have completed our review of WHS #25-0110, Mineral Point Opera House- Marquee and find that no eligible properties will be adversely affected.

If your plans change or cultural materials/human remains are found during the project, please halt all work and contact our office.

Please use this email as your official SHPO concurrence for the project. If you require a hard copy signed form, please contact me and I will provide you a signed copy as soon as possible.

Sincerely,
Alex Eginton
State Historic Preservation Office

Wisconsin Historical Society
816 State Street, Madison, WI 53706

alexander.eginton@wisconsinhistory.org

Wisconsin Historical Society

[Collecting, Preserving, and Sharing Stories Since 1846](#)

Box below for office use only

Date Received:	1-21-25
Date Approved:	
Date \$25 Application Fee Received:	1-21-25

50



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address:
320 Commerce Street

Applicant: Tony Hook

Contractor: _____

Mailing Address: 320 Commerce Street

Phone: 608-987-3259

Phone: _____

E-Mail: hookscheese@gmail.com

E-Mail: _____

Please check if this is primary contact person ☒

Please check if this is primary contact person ☒

Description of Proposed Work:

A new roof top make up air unit will be installed on the roof to serve the existing Make Room and a new condensing unit will be installed on the roof to serve the new Cheese Cave addition. The make up air unit equipment will be placed as far from Jail Alley as possible but will still be visible on the low slope roof adjacent to Jail Alley. The condensing unit will be placed on the low slope roof adjacent to the new cheese cave and will not be visible from any street.

Type of Work: (Check all that apply)

- ☒ **New Construction:** Construction of a new building, additions, garages, sheds, etc.
- ☐ **Renovation work:** includes, but is not limited to, all exterior changes to an existing building, windows, doors, roofing, etc.
- ☐ **Sitework:** Adding landscape features (walks, patios, fencing, retaining walls, etc.)
- ☐ **Signage:** Installation of a sign on a building or site.
- ☐ **Demolition:** Removal of any building feature(s) or the razing of any structure (s). For all demolition, the applicant must Comply with Article 13 of the Zoning Ordinance.
- ☐ **Other:** _____

Applicant's Signature: _____

Tony Hook

Date: _____

1/21/2025

By signing this application, I acknowledge that I have reviewed the proposed scope of work and am Responsible for compliance with any Certificate of Appropriateness issued for this project. I hereby certify that the proposed work is accurately described.

For City Staff Use Only

Case Number: _____ Date _____

Received: _____

Referral

☐ Referral to Commission

HPC Meeting Date: _____

☐ Staff Review

Staff Review Date: _____

Comments: _____

Decisions By:

☐ 2-Person Committee-Date: _____

☐ Historic Preservation Commission-Date _____

Final Action

☐ Approve

☐ Approve with Conditions

☐ Disapprove

Historic Preservation Commission Chair

Date

ELEVATION KEY NOTES

- 1

> NEW WOOD FASCIA AND POSTS. STAIN TO MATCH STAIR AND RAMP.
- 2

> EXISTING CONCRETE BLOCK WALL . PAINT "CORKBOARD" COLOR TO MATCH EXISTING.
- 3

> NEW CONCRETE BLOCK WALL. PAINT "CORKBOARD" COLOR TO MATCH EXISTING.
- 4

> SALVAGED METAL OVERHEAD DOOR.
- 5

> SALVAGED METAL DOOR AND FRAME.
- 6

> NEW ASPHALT SHINGLE ROOF TO MATCH EXISTING.
- 7

> NEW PRE-FINISHED METAL FASCIA - WHITE.
- 8

> NEW LP VERTICAL SIDING - 8" WIDTHS
- 9

> NEW WOOD ARCHED LINTEL AND WOOD SHUTTERS
- 10

> EXISTING WOOD FASCIA. PAINT WHITE.

11

> NEW STACK FOR BLOW OUT EQUIPMENT.

12

> NEW EPDM MEMBRANE ROOF.

13

> NEW 8'X4' SIGN

14

> EXISTING WOOD STAIR AND RAMP. STAINED.

15

> EXISTING ASPHALT SHINGLE ROOF.

16

> EXISTING BRICK WALL.

17

> EXISTING EPDM MEMBRANE ROOF.

18

> EXISTING LIMESTONE.

19

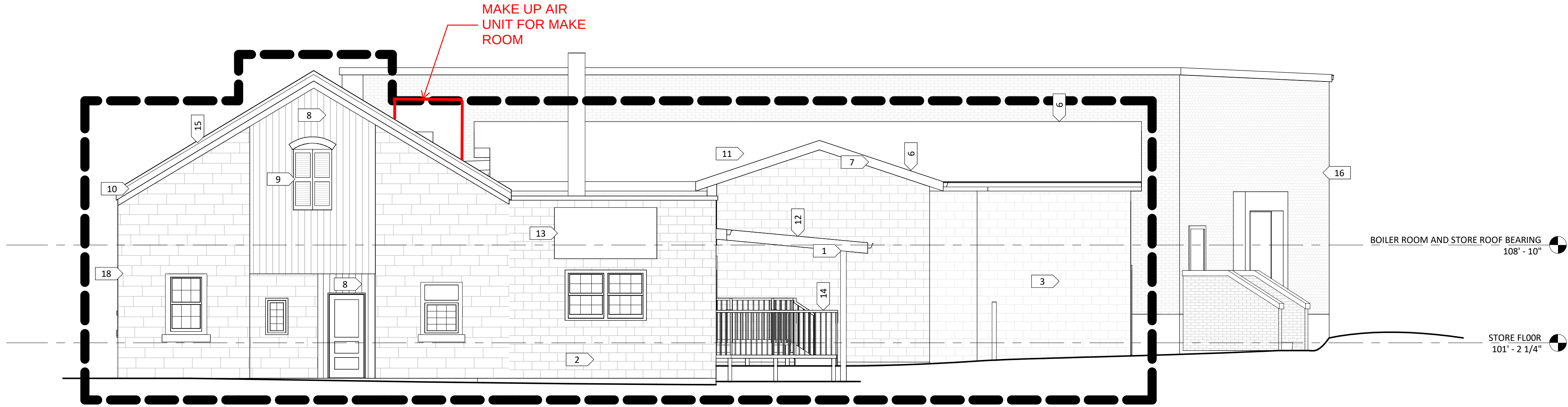
> EXISTING ELECTRICAL SERVICE.

ELEVATION GENERAL NOTES

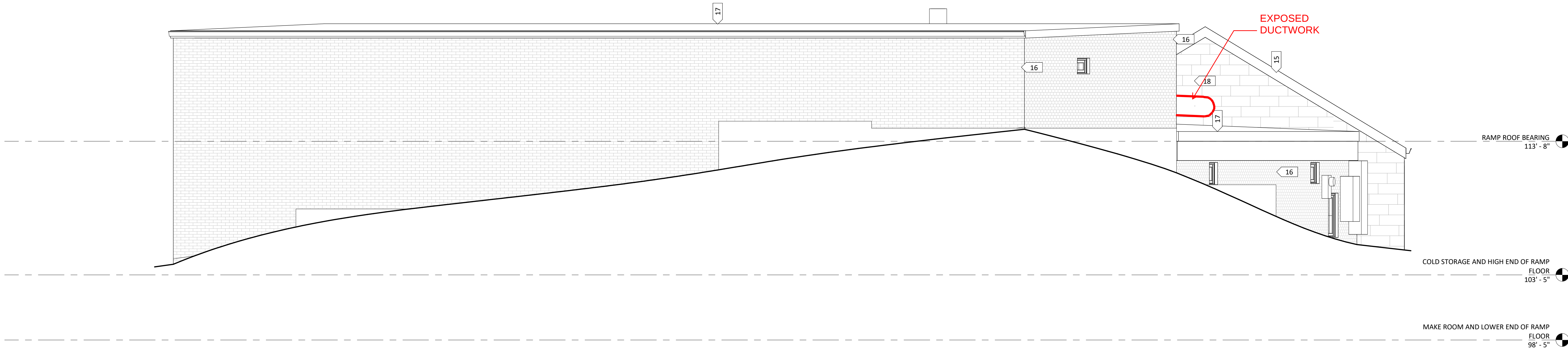
1. PRIOR TO SUBMITTING A BID FOR THIS PROJECT, CONTRACTORS SHALL PERFORM A COMPLETE SURVEY/INSPECTION OF ALL WORK AREAS WITHIN PROJECT SCOPE OF WORK. FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS. NOTIFY ARCHITECT AND/OR CONSTRUCTION MANAGER IN WRITING OF ANY DISCREPANCIES DISCOVERED WITHIN THE CONSTRUCTION DOCUMENTS OR ANY DEFICIENCIES DISCOVERED IN EXISTING CONDITIONS DURING THESE SURVEYS/INSPECTIONS PRIOR TO SUBMITTING A BID.

ELEVATION GRAPHICS KEY

- LIMITS OF CONSTRUCTION



1 NEW CONSTRUCTION EAST ELEVATION
3/16" = 1'-0"



2 NEW CONSTRUCTION WEST ELEVATION
1/4" = 1'-0"

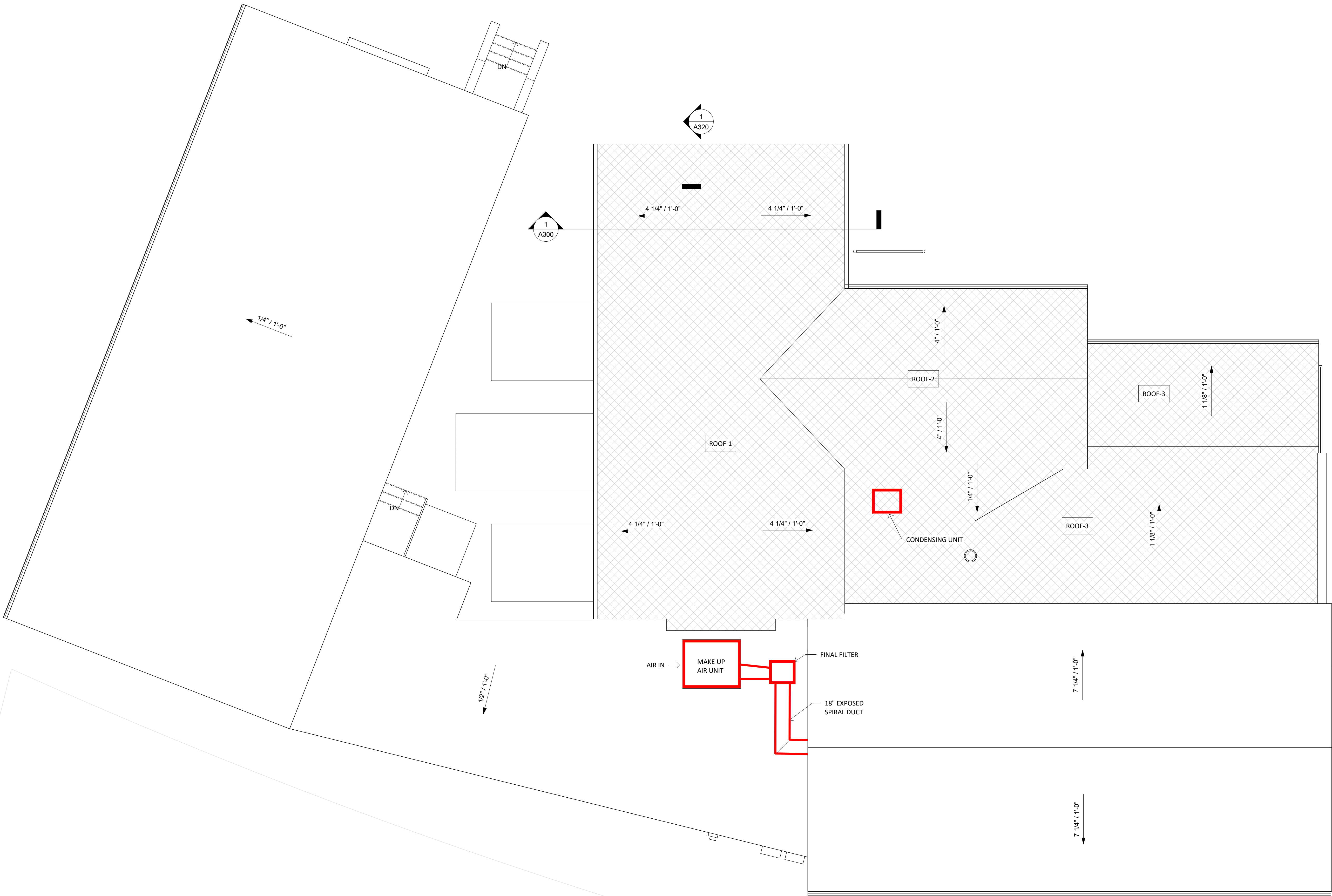
ROOF PLAN GRAPHICS KEY

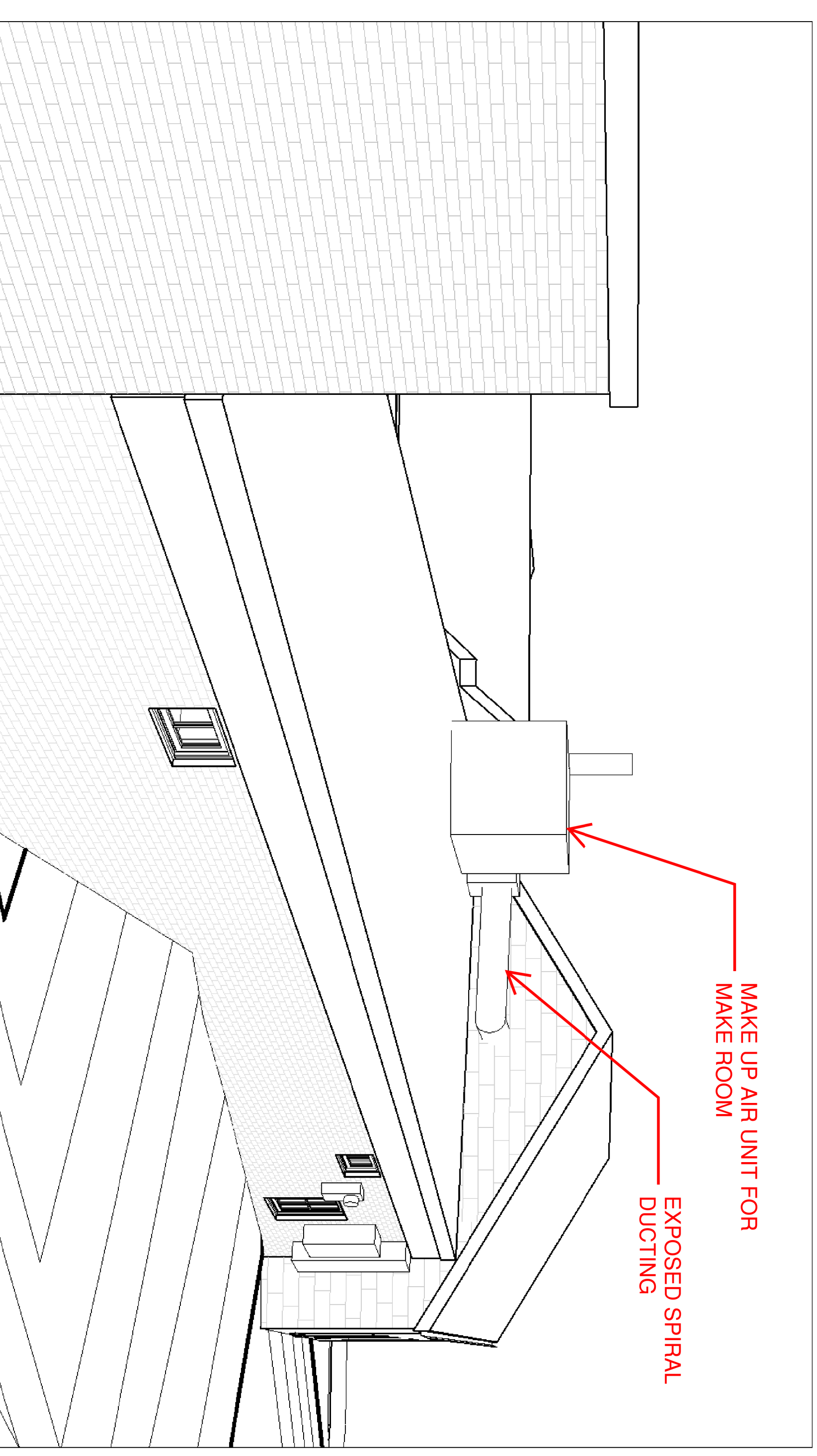
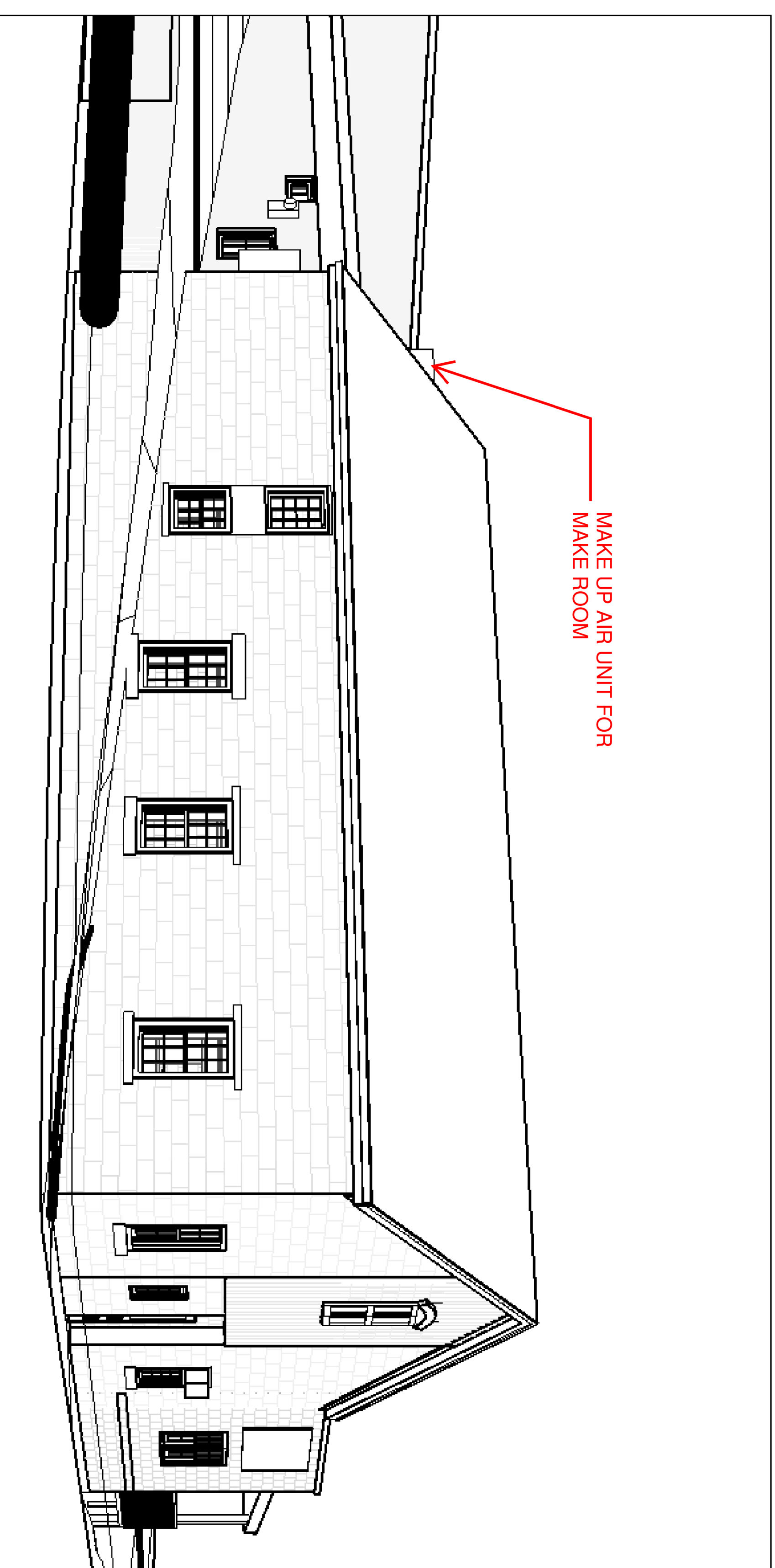
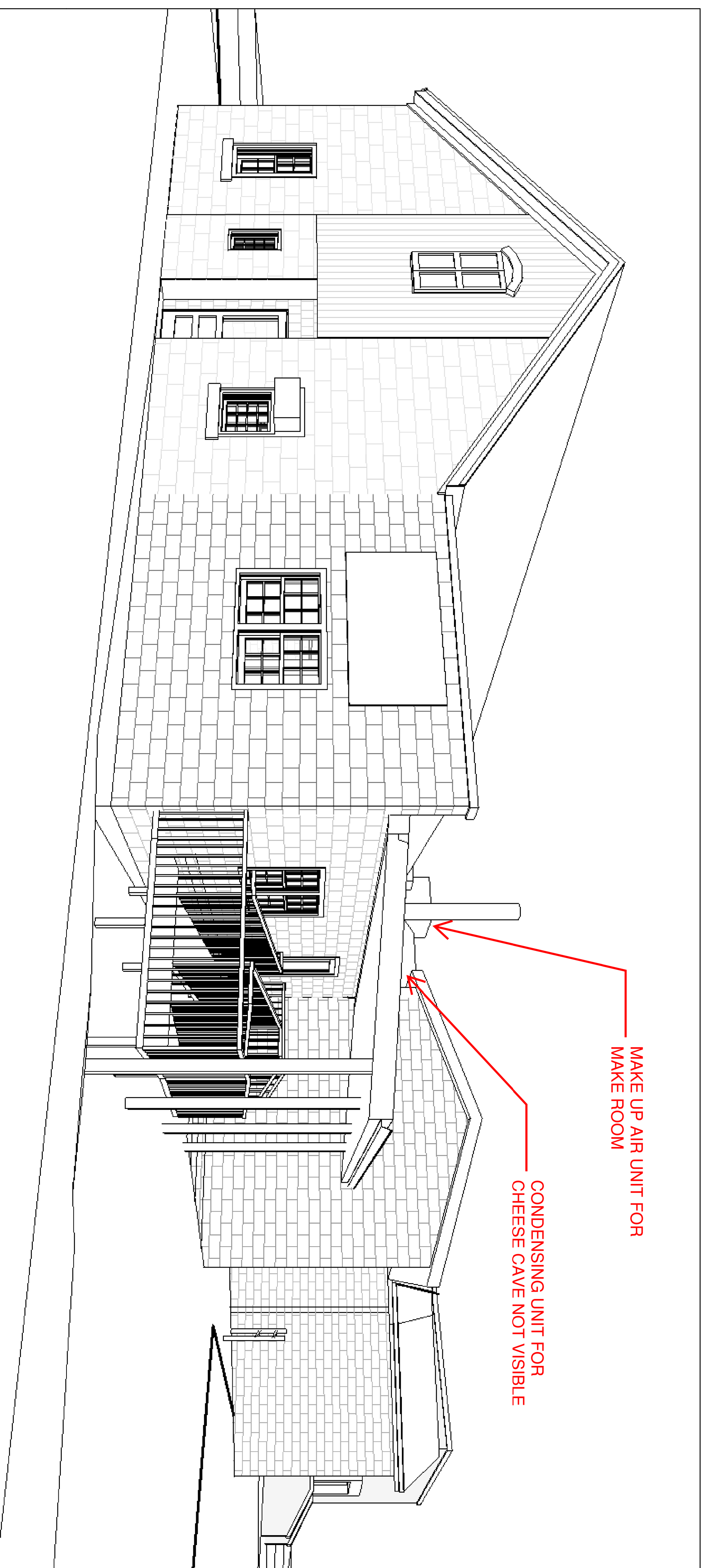
PROPOSED NEW ROOFS



PLAN NORTH

1 NEW CONSTRUCTION - ROOF LEVEL
3/16" = 1'-0"





HOOK'S CHEESE 3D VIEWS OF ROOF TOP MECHANICAL UNITS

ELEVATION KEY NOTES

- 1 NEW WOOD FASCIA AND POSTS. STAIN TO MATCH STAIR AND RAMP.
- 2 EXISTING CONCRETE BLOCK WALL . PAINT "CORKBOARD" COLOR TO MATCH EXISTING.
- 3 NEW CONCRETE BLOCK WALL. PAINT "CORKBOARD" COLOR TO MATCH EXISTING.
- 4 SALVAGED METAL OVERHEAD DOOR.
- 5 SALVAGED METAL DOOR AND FRAME.
- 6 NEW ASPHALT SHINGLE ROOF TO MATCH EXISTING.
- 7 NEW PRE-FINISHED METAL FASCIA - WHITE.
- 8 NEW LP VERTICAL SIDING - 8" WIDTHS
- 9 NEW WOOD ARCHED LINTEL AND WOOD SHUTTERS
- 10 EXISTING WOOD FASCIA. PAINT WHITE.

- 11 NEW STACK FOR BLOW OUT EQUIPMENT.
- 12 NEW EPDM MEMBRANE ROOF.
- 13 NEW 8'X4' SIGN
- 14 EXISTING WOOD STAIR AND RAMP. STAINED.
- 15 EXISTING ASPHALT SHINGLE ROOF.
- 16 EXISTING BRICK WALL.
- 17 EXISTING EPDM MEMBRANE ROOF.
- 18 EXISTING LIMESTONE.
- 19 EXISTING ELECTRICAL SERVICE.

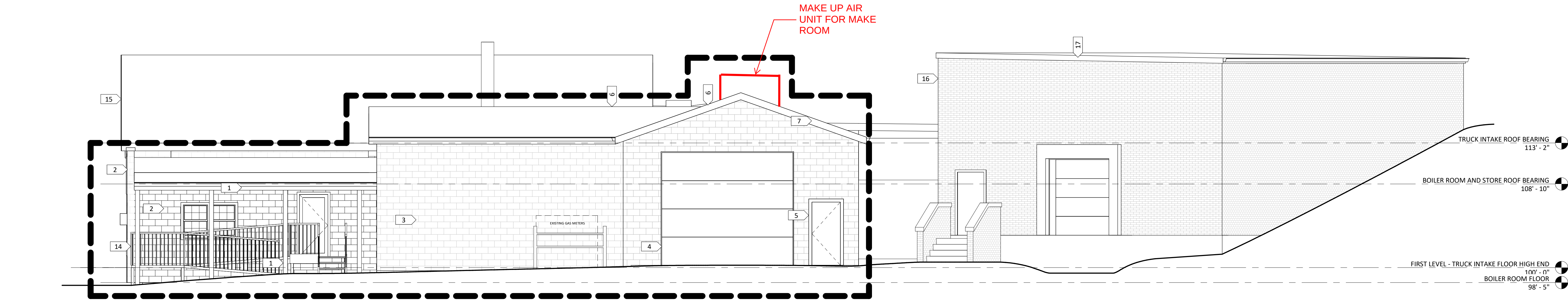
ELEVATION GENERAL NOTES

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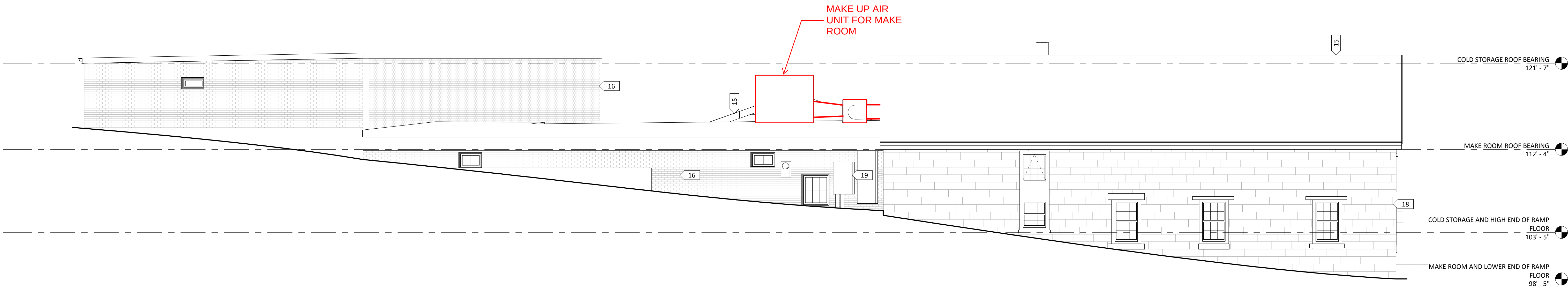
ELEVATION GRAPHICS KEY

LIMITS OF CONSTRUCTION

1 NORTH ELEVATION
3/16" = 1'-0"



2 NEW CONSTRUCTION SOUTH ELEVATION
3/16" = 1'-0"



CHAPTER 151: HISTORIC PRESERVATION

Section

151.01 Purpose and intent

151.02 Definitions

151.03 Historic Preservation Commission

151.04 Procedures

151.05 Conformance with regulations

151.06 Maintenance of landmarks, landmark sites and historic districts

151.07 Conditions dangerous to life, health or property

151.99 Penalty

§ 151.01 PURPOSE AND INTENT.

(A) It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people.

(B) The purpose of this chapter is to:

(1) Effect and accomplish the protection, enhancement and perpetuation of such improvements and of districts which represent or reflect elements of the city's cultural, social, economic, political and architectural history;

(2) Safeguard the city's historic and cultural heritage as embodied and reflected in such landmarks and historic districts;

(3) Stabilize and improve property values;

(4) Foster civic pride in the beauty and noble accomplishments of the past;

(5) Protect and enhance the city's attractions to residents, tourists and visitors and serve as a support and stimulus to business and industry;

(6) Strengthen the economy of the city; and

(7) Promote the use of historic districts and landmarks for the education, pleasure and welfare of the people of the city.

(1989 Code, § 28.01)

§ 151.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CERTIFICATE OF APPROPRIATENESS. A certificate issued by the Historic Preservation Commission indicating that new construction, alterations or demolition to any landmark, landmark site or structure located within the Historic District is in accordance with the standards and requirements of § 151.03(C)(2). Such a certificate must first be obtained prior to the issuance of a building permit for the above stated purposes.

COMMISSION. The Historic Preservation Commission created under this chapter.

HISTORIC DISTRICT. An area designated by the Commission which contains one or more landmarks or landmark sites, as well as those abutting improvement parcels which the Commission determines should fall under the provisions of this chapter to assure that their appearance and development is harmonious with such landmarks or landmark sites. District boundaries are shown on the city official zoning map.

IMPROVEMENT. Any building, structure, place, work of art or other object constituting a physical betterment of real property or any part of such betterment.

IMPROVEMENT PARCEL. The unit of property which includes a physical betterment constituting an improvement and the land embracing the site thereof and is treated as a single entity for the purpose of levying real estate taxes; provided, however, that the term ***IMPROVEMENT PARCEL*** shall also include any unimproved area of land which is treated as a single entity for such tax purposes.

LANDMARK. Any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation and which has been designated as a ***LANDMARK*** pursuant to the provisions of this chapter.

LANDMARK SITE. Any parcel of land of historic significance due to a substantial value in tracing the history of aboriginal man or upon which an historic event has occurred and which has been designated as a ***LANDMARK SITE*** under this chapter, or an improvement parcel or part thereof on which is situated a landmark and any abutting improvement parcel or part thereof used as and constituting part of the premises on which the landmark is situated.
(1989 Code, § 28.02)

§ 151.03 HISTORIC PRESERVATION COMMISSION

(A) *Composition and terms.* An Historic Preservation Commission is hereby created, consisting of 7 members. Of the membership, 1 shall be a registered architect, 1 shall be an historian qualified in the field of historic preservation, 1 shall be a licensed real estate broker, 1 shall be an Alderperson, and 3 shall be citizen members. Each member shall have to the highest extent practicable a known interest in historic preservation. The Mayor shall appoint the members subject to confirmation by the Common Council. Of

the initial members so appointed, two shall serve a term of 1 year, two shall serve a term of 2 years and three shall serve a term of 3 years. Thereafter, the term for each member shall be 3 years. The Mayor shall make every effort to fill the above technical positions with qualified persons to the greatest extent possible. Should no one in the community possess the required qualifications, arrangements will be made to secure such expertise on an as-needed basis, with such resources identified ahead of time.

(B) Designation criteria for landmarks and landmark sites.

(1) For the purposes of this chapter, a landmark or landmark site designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historic, architectural or cultural significance to the city, such as historic structures or sites which:

(a) Exemplify or reflect the broad cultural, political, economic or social history of the nation, state or community;

(b) Are identified with historic personages or with important events in national, state or local history;

(c) Embody the distinguishing characteristics of an architectural type specimen inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship; or

(d) Are representative of the notable work of a master builder, designer or architect whose individual genius influenced his or her age.

(2) The Commission may adopt specific operating guidelines for landmark and landmark site designation, provided such are in conformance with the provisions of this section.

(C) Powers and duties.

(1) *Designation.* The Commission shall have the power, subject to § 151.04, to designate landmarks, landmark sites and historic districts within the city limits. These designations shall be made based upon division (B) above. Once designated by the Commission, the landmarks, landmark sites and historic districts shall be subject to all the provisions of this section. The Common Council has final authority over all actions of the Commission, especially those being disputed or of a controversial nature.

(2) Regulation of construction and alteration.

(a) Any alteration or modification to designated landmarks, landmark sites or structures within the historic district of the city which seeks to remove architectural features, change window sashes, modify sidings or roofs or involves other changes, including the placement of signs, regardless of cost, shall first require a certificate of appropriateness from the Commission.

(b) In addition to division (C)(2)(a) above, no owner or person in charge of a landmark,

landmark site or improvement in an historic district shall alter or reconstruct all or any part of the exterior of such property, construct any improvement upon any such designated property or cause or permit any such work to be performed upon the property, unless a certificate of appropriateness has been granted by the Commission. These exterior improvements pertain not only to the building structure, but to improvements to the property, and include but are not limited to the construction, alteration or modification of fences, walls and other such visible incidentals. Without such a certificate, a zoning permit shall not be issued and the proposed alteration or modification shall not be permitted.

(c) In reviewing applications for alterations or modifications, the Commission shall require complete and clear drawings and specifications of the work to be accomplished to be furnished by the applicant and use the following criteria upon which to base its decision of granting a certificate of appropriateness:

1. General review criteria.

a. Every reasonable effort shall be made to provide a compatible use for a property which requires alteration of the building, structure or site and its environment or to use a property for its originally intended purpose.

b. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

c. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.

d. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right and this significance shall be recognized and respected.

e. Distinctive stylistic features or examples of skilled craftsmanship which characterizes a building, structure or site shall be treated with sensitivity.

f. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence, rather than as conjectural designs or availability of different architectural elements from other buildings or structures.

g. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

- h.* Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
- i.* Contemporary design for alterations and additions to existing properties shall not be discouraged when the alterations and additions do not destroy significant historical, architectural or cultural material and the design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- j.* Whenever possible, new additions or alterations to structures shall be done in such a manner that if the additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

2. Specific review criteria.

- a. Height.* The height of any proposed alteration or construction should be compatible with the style and character of the landmark and with surrounding structures in the historic district.
- b. Proportions of windows and doors.* The proportions and relationships between doors and windows should be compatible with the architectural style and character of the landmark and with surrounding structures within the historic district.
- c. Relationship of building masses and spaces.* The relationship of a structure within the historic district to the open space between it and adjoining structures should be compatible.
- d. Roof shape.* The design of the roof should be compatible with the architectural style and character of the landmarks and surrounding structures in the historic district.
- e. Landscaping.* Landscaping should be compatible with the architectural character and appearance of the landmarks and of surrounding structures and landscapes in the historic district.
- f. Scale.* The scale of the structure after alteration, construction or partial demolition should be compatible with its architectural style and character and with surrounding structures in the historic district.
- g. Directional expression.* Facades in historic districts should blend with other structures with regard to directional expression. Structures in the historic district should be compatible with dominant horizontal or vertical expression of surrounding structures. The directional expressions of a landmark after alteration, construction or partial demolition should be compatible with the original architectural style or character of a landmark in the historic district.
- h. Architectural details.* Architectural details, including materials, colors and textures, should be treated so as to make a landmark compatible with the original

architectural style or character of a landmark in the historic district.

(d) Upon the filing of an application with the Commission and payment of a fee of \$25, the Commission shall determine:

1. Whether in the case of a landmark the proposed work would change, destroy or affect any exterior architectural feature of the improvement upon which the work is to be done; and
2. Whether in the case of construction of a new improvement the exterior of the improvement would affect or not harmonize with the external appearance of other neighboring improvements on the site or in the district.

(Am. Ord. 670, passed 1-4-2005)

(e) If the Commission determines division (d) above in the negative, it shall approve the certificate, otherwise it shall deny the request for approval. The Commission shall make this decision within 30 days after the filing of the application. Nothing contained herein shall be deemed to prevent the appeal of such denial to the Circuit Court. The Certificate of Appropriateness shall expire within six (6) months of the date of issuance unless substantial work has commenced.

(Am. Ord. 738, passed 6-2-2009)

(f) If the Commission denies the request for a certificate of appropriateness, the Commission and the applicant shall cooperate and work together for a period of up to 6 months following the date of the initial application to find a mutually agreeable method of completing the proposed work. At any time during the 6-month period, if no such mutually agreeable method is determined and both parties appear to be deadlocked on the issue, the applicant may appeal the decision of the Commission to the Common Council, which may grant a certificate of appropriateness by a 3/4 majority vote of all members in favor. At the time the Common Council hears the appeal, both the applicant and representatives from the Historic Preservation Commission shall be present to state their case and justify their actions.

(g) The Commission shall from time to time appoint from its members a committee of 2 who shall be notified by the City Clerk-Treasurer of all requests for application for certificates of appropriateness. That committee shall determine whether or not the request is of sufficient significance to be decided by the full Commission. If the committee determines that it is not of such significance, it will decide the matter and, if approved, will direct that a certificate of appropriateness be issued without further action. If such committee determines that a matter is of sufficient significance to be heard by the full Commission, it will notify both the applicant and the City Clerk-Treasurer of the decision. Thereupon, all of the provisions of this chapter relative to applications for certificates of appropriateness shall apply. If a request is decided by the committee against the applicant, the applicant can request a hearing by the full Commission within 30 days from the date of the committee's decision. The committee shall make a full report of its actions at each meeting of the Commission.

(Ord. 445, passed - -)

(3) *Regulation of demolition.* No permit to demolish all or part of a landmark or improvement in an historic district shall be granted by the Building Inspector, except as follows:

(a) No person in charge of a landmark or improvement in an historic district shall be granted a permit to demolish the property without written approval of the Commission.

(b) At the time as such person applies for a permit to demolish the property, the application shall be filed with the Commission. Upon such application, the Commission may refuse to grant written approval for a period of up to 6 months from the time of the application, during which time the Commission and applicant shall undertake serious and continuing discussions for the purpose of finding a method to save the property. During this period, the applicant and the Commission shall cooperate in attempting to avoid demolition of the property. At any time during this 6-month period, if no mutually agreeable method of saving the subject property bearing a reasonable prospect of eventual success is underway, if both parties appear to be deadlocked on the issue, or if no formal application for funds from any governmental unit or nonprofit organization to preserve the subject property is pending, the applicant may appeal the decision of the Commission to the Common Council, which may grant a permit to demolish the subject property by a 3/4-majority vote of all members in favor. At the time the Common Council hears the appeal, both the applicant and representatives from the Historic Preservation Commission shall be present to state their case and justify their actions.

(4) *Recognition of landmarks and landmark sites.* At such time as a landmark or landmark site has been properly designated in accordance with division (B) of this section and § 151.04, the Commission may, in consultation with the owner and, if he or she is agreeable, cause to be prepared and erected on the property at city expense a suitable plaque declaring that the property is a landmark or landmark site. The plaque shall be so placed as to be easily visible to passing pedestrians. In the case of a landmark, the plaque shall state the accepted name of the landmark, the date of its construction and other information deemed proper by the Commission. In the case of a landmark site which is not the site of a landmark building, such plaque shall state the common name of the site and such other information deemed appropriate by the Commission.

(5) *Sale of landmarks and landmark sites.* Any party who is listed as the owner of record of a landmark site at the time of its designation, who can demonstrate to the Commission that by virtue of that designation he or she is unable to find a buyer willing to preserve the landmark or landmark site even though he or she has made reasonable attempts in good faith to find and attract such a buyer, may petition the Commission for rescission of its designation. Following the filing of the petition with the secretary of the Commission:

(a) The owner and the Commission shall work together in good faith to locate a buyer for the subject property who is willing to abide by its designation.

(b) If at the end of a period not exceeding 6 months from the date of the petition no such buyer can be found and if the owner still desires to obtain the rescission, the Commission shall rescind its designation of the subject property.

(c) In the event of such rescission, the Commission shall notify the City Clerk-Treasurer, Building Inspector and the City Assessor of same and shall cause the same to be recorded at its own expense in the office of the Iowa County Register of Deeds.

(d) Following any such rescission, the Commission may redesignate the subject property a landmark or landmark site at any time thereafter it is petitioned to do so by the property owner.

(6) *Regulation of signs.* The Commission shall be responsible for the regulation of signs within the historic district. Prior to construction and/or placement, all signs proposed for the historic district shall first be granted a certificate of appropriateness to be issued by the Commission. Signs occurring in the historic district shall be subject to the provisions of Ch. 154 of this municipal code and shall conform to the specific regulations of the zoning district upon which the historic district overlays. The application fee for the certificate of appropriateness shall be \$25.

(Am. Ord. 670, passed 1-4-2005)

(7) *Other duties.* In addition to those duties already specified in this section, the Commission shall:

(a) Encourage property owners to make use of available tax credits to sites it has designated under the provisions of this section in order to encourage landmark owners to assist in carrying out the intent of this chapter.

(b) Work closely with the State Historic Preservation Officer (SHPO) in order to include those eligible properties outside the existing National Register Historic District to be included on the National Register of Historic Places.

(c) Continue to fulfill the requirements necessary to maintain the city's eligibility as a certified local government as long as the designation continues in effect.

(d) Conduct an intensive architectural survey of all property in the city to be carried out by a qualified architectural historian. Such a survey shall identify all significant historical properties in the city and shall serve as a basis for creating a plan whose primary intent is to manage the city's historic resources. The development of such a plan shall also be the responsibility of the Commission or the qualified person or firm it designates. Implementation of the plan, together with periodic updates, shall be the responsibility of the Commission.

(e) Work for the continuing education of the citizens of the city about the historic heritage of this city and the landmarks and landmark sites designated under the provisions of this section. Emphasis should also be placed on the economic benefits of historic preservation to the community.

(f) As it deems it advisable, receive and solicit funds for the purpose of landmarks preservation in the city. These funds shall be placed in a special city account for that purpose.

(g) The Historic Preservation Commission shall review this chapter no less often than every 5 years. Any revisions or additions deemed logical or necessary shall be submitted to the Common Council with a recommendation for formal adoption into this chapter. In

addition, the Commission shall periodically report its activities to the Common Council at a regularly scheduled Council meeting.

(h) Appropriate preservation booklets and articles prepared by the Commission shall be made available for public distribution. Such material shall contain the city ordinances and codes applicable to preservation, instructions on how to work with these codes and ordinances, a list of city officials and members of the Historic Preservation Commission and other pertinent data, forms and instructions.

(i) The mayor may appoint, with the approval of the city council, a Commissioner of the Historic District who shall be notified by the City Clerk-Treasurer of all requests for certificates of appropriateness. The Commissioner shall determine whether or not an application for a certificate of appropriateness is of sufficient importance to be decided by the full Historic Preservation Commission or a two-person committee of the Historic Preservation Commission. If the application does not rise to the level of significance to be decided by the full Historic Preservation Commission or a two-person committee of the Historic Preservation Commission, the Commissioner may decide the matter, and if approved, will direct that a certificate of appropriateness be issued without further action. (1989 Code, § 28.03)(Am. Ord. 776, passed 3-14-2016)

§ 151.04 PROCEDURES.

(A)Designation of landmarks, landmark sites and historic districts. The Commission may, after notice and public hearing, establish landmarks, landmark sites and historic districts or rescind such designation after application of the criteria in § 151.03(B). At least 10 days prior to the hearing, the Commission shall notify the owners of record as listed in the office of the City Assessor, who are owners of

property situated, in whole or in part, within 200 feet of the boundaries of the property affected. Notice of the hearing shall also be published as a Class 1 notice under the Wisconsin Statutes. The Commission shall then conduct the public hearing and, in addition to the notified persons, may hear expert witnesses and shall have the power to subpoena any witnesses and records as it deems necessary. The Commission may conduct an independent investigation into the proposed designation or rescission. Within 10 days after the close of the public hearing, the Commission may designate the property as either a landmark, a landmark site or include it in an historic district or rescind the designation. After the designation or rescission has been made, notification shall be sent to the property owner or owners and to such other persons as appeared at the public hearing. Notification shall also be given to the City Clerk-Treasurer, Building Inspector and the City Assessor. The Commission shall cause such designation or rescission to be recorded at city expense in the office of the Iowa County Register of Deeds.

(B)Petition for a historic zone. Following the designation of each historic landmark or landmark site, the Commission shall petition the Common Council for a rezoning of each such property from its original zoning classification to Special District H as permitted in Ch. 154 of this municipal code.

(C)Voluntary restrictive covenants. The owner of any landmark or landmark site may at any time following such designation of his or her property enter into a restrictive covenant on the subject property after negotiation with the Commission. The Commission may assist the owner in preparing the covenant in the interest of preserving the landmark or landmark site and the owner shall record the covenant in the office of the Iowa County Register of Deeds and shall notify the City Assessor of the covenant and the conditions thereof.

(1989 Code, § 28.04)

§ 151.05 CONFORMANCE WITH REGULATIONS.

Every person in charge of any landmark, landmark site or improvement in an historic district shall maintain same or cause or permit it to be maintained in a condition consistent with the provisions of this section.

(1989 Code, § 28.05)

§ 151.06 MAINTENANCE OF LANDMARKS, LANDMARK SITES AND HISTORIC DISTRICTS.

(A) Every person in charge of an improvement on a landmark site or in a historic district shall keep in good repair all of the exterior portions of the improvement and all interior portions thereof, which, if not so maintained, may cause or tend to cause the exterior portions of the improvement to fall into a state of disrepair, including but not limited to the following conditions:

- (1) The deterioration of exterior walls or other vertical supports;
- (2) The deterioration of roofs or other horizontal members;
- (3) The deterioration of external chimneys;
- (4) The deterioration or crumbling of exterior plasters or mortar;
- (5) The ineffective waterproofing of exterior walls, roofs and foundations, including broken windows and doors;
- (6) The boarding up of windows or doors;
- (7) The peeling of paint, rotting, holes and other forms of decay;
- (8) The deterioration of the surrounding environment, such as fences, gates, sidewalks, steps, signs, accessory structures and landscaping;
- (9) The deterioration of any features so as to create or permit the creation of any hazardous or unsafe condition or conditions; and
- (10) Any deterioration of interior portions of a structure which may cause the exterior to deteriorate or become damaged or otherwise to fall into a state of disrepair.

(B) Notices of violations shall be issued by the Commission Chairperson, after consultation with and approval by the Commission. If the Commission determines that it is necessary to physically enter a landmark structure, landmark site, or improvement to inspect the premises to determine whether a violation of division (A) of this section has occurred, such physical entry and inspection shall be done by the City Engineer. If an owner refuses permission for the City Engineer to enter for purposes of inspection, the City Engineer may obtain a Warrant of Entry, pursuant to Wis. Stats. § 66.0119. A notice of violation

issued by the Commission Chairperson shall specify that the violation shall be corrected within 30 days or that a plan of correction, acceptable to the Commission be submitted within the 30-day period. If the alleged violation is not corrected within 30 days or if an acceptable plan is not submitted within 30 days or if a submitted and approved plan of correction is not followed, the Chairperson of the Commission may issue a citation providing for forfeiture of \$100, plus costs. Each day the violation remains uncorrected shall be considered a separate violation.

(C) The penalties provided in division (B) above shall be in addition to and not in lieu of any other legal or equitable remedies available to the Commission, including obtaining an order of the court to enjoin the continuation of the violation.

(1989 Code, § 28.06) (Am. Ord. 697, passed 8-1-2006)

§ 151.07 CONDITIONS DANGEROUS TO LIFE, HEALTH OR PROPERTY.

Nothing contained in this chapter shall prohibit the making of necessary construction, reconstruction, alteration or demolition of any improvement on a landmark site or in an historic district pursuant to order of any governmental agency or pursuant to any court judgment for the purpose of remedying emergency conditions determined to be dangerous to life, health or property. In this case, no approval from the Commission shall be required.

(1989 Code, § 28.07)

§ 151.99 PENALTY.

Except as otherwise provided, any person who violates any provision of this chapter or any order, rule or regulation made hereunder shall be subject to a penalty as provided in § 10.99 of this municipal code.

(1989 Code, § 28.10)