



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

AGENDA

CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING

Thursday, December 4, 2025, 6:30 PM

Library Conference Room

1. Call to Order
 - a. Roll Call.
 - b. Confirm compliance with the Open Meetings Law.
 - c. Consider minutes of October 23, 2025 (*see packet*).
2. Report from the Chair
 - a. Comments as new chair.
 - b. Change to minutes procedure.
 - c. Modification to COA processing flow.
 - d. Review HPC Purpose and Intent [§151.01] and Other Duties [§151.03(C)(7)].
 - e. Commissioners' Exchange. Commissioners are asked to review questions and be prepared to provide a 3-4 minute reply.
 - What is your **interest** in historic preservation?
 - What is your **experience** (professional or volunteer) related to historic preservation—such as architecture, construction, planning, history, or community engagement?
 - What aspects of historic preservation do you feel **most knowledgeable** about—such as design review, historic research, education, or advocacy?
 - What **skills or perspectives** do you think you bring to the Commission that help it serve the community effectively?

Certificates of Appropriateness

3. Consider applications received.
 - a. 2025-COA35, Cornish Heritage Park, City of Mineral Point (*see packet*)
4. Receive report on 2-Person Committee actions.
 - a. 2025-COA34, 421 Fountain Street, Anna & Jacob Colden, Replace Door and Window
 - b. 2025-COA33, 43 High Street, Limestone, LLC, Replace Windows
 - c. 2025-COA32, 105 Jail Alley, Mark Runke, Install Railing

Old Business

5. Consider Certificate of Appropriateness Application Revised Draft (*see packet*).

New Business (may table until next meeting if time unavailable)

6. Discuss developing procedure for Non-Compliance response (no COA, approved COA deviation).
7. Appoint Chapter 151 Review Committee.

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

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8. Consider National Alliance of Preservation Commissions Membership \$75 (listserv participation benefit).
9. Consider properties warranting a Notice of Violation [\$151.06 – State of Disrepair]

Announcements

10. Commissioner Continuing Education Opportunities
 - Historic Preservation Commission Training, online, by Wisconsin Historical Society (wisconsinhistory.org/Records/Article/CS245)
 - Wisconsin Association of Historic Preservation Commissions Conference, April 23-24, 2026, Sturgeon Bay (wisconsinahpc.org/conference)
 - Commission Assistance and Mentoring Program [CAMP], May 15-17, 2026, Fond du Lac, by National Alliance of Preservation Commissions (napcommissions.org/camp)
 - Local History and Historic Preservation Conference, October 14-16, 2026, Milwaukee by Wisconsin Historical Society
 - HPC working documents shared drive
11. Next meeting: January 22, 2026.
12. Adjourn.

Agenda Posted and Distributed: Wednesday, November 26, 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.

Historic Preservation Commission Information

Members and Terms: Matthew Payne, Chair (2025-2028); Alex Ramshur (City Council Rep); Erik Flesch (2023-2026); Gary Cisler (2024-2027), Tim Freeman (2025-2028); Mark Hogan (2025-2028); John Spady (2024-2027).

2-Person Committee Appointment:

Commissioners Cisler & Ramshur, Term of 11/2025-01/2026

Member – Wisconsin Association of Historic Preservation Commissions (wisconsinahpc.org)

Key language of §151.

- (A) protect, enhance, perpetuate, use of improvements of special character, historical interest or value is a public necessity in the interest of health, prosperity, safety and welfare of the people.
- (B)(1) protect, enhance and perpetuate cultural, social, economic, political and architectural history
- (2) Safeguard historic and cultural heritage embodied/ reflected in landmarks and historic districts
- (3) Stabilize and improve property values
- (4) Foster civic pride in the beauty and noble accomplishments of the past

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- (5) Protect and enhance attractions to residents, tourists and visitors and support/stimulate business and industry
 - (6) Strengthen the economy
 - (7) Promote use of historic districts and landmarks for education, pleasure and welfare.

Key language of 151.03(C)(7)

- (a) Encourage use of tax credits.
- (b) Work with the State Historic Preservation Officer (SHPO) to include eligible properties outside NRHP.
- (c) Maintain eligibility as a certified local government.
- (d) Conduct intensive architectural survey by a qualified architectural historian. Identify all significant historical properties as basis for creating a plan to manage historic resources. Development, implementation and updates of a plan is responsibility of the Commission.
- (e) Continuing education of citizens about historic heritage, emphasis also placed on economic benefits of preservation.
- (f) As it deems it advisable, receive and solicit funds for landmarks preservation placed in a special city account.
- (g) Review chapter 151 no less than 5 years and periodically report activities to the Common Council.
- (h) Appropriate preservation booklets and articles prepared by the Commission available for public distribution with 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.

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