



Mineral Point, Wisconsin

CITY OF MINERAL POINT

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

AGENDA

HISTORIC PRESERVATION COMMISSION MEETING - CITY OF MINERAL POINT

Thursday, August 27, 2026, 6:30 PM

City Hall Community Room

1. Call to Order.
 - a. Roll call & open meetings compliance [Wis. Stat. §§ 19.81–19.98].
 - b. Consider July 23, 2026 minutes and July 30, 2026 special meeting minutes for approval.
2. Certificates of Appropriateness.
 - a. Report on actions - Two-person Committee.
 - 2026-COA19 – 242 High – Repair, Repoint, repaint – Paul Barrette – John Gorgen Grocery and Meat Market – Built 1907 – AHI 59713 – NRHP-Contributing
 - 2026-COA21 – 263 High St – Retaining Wall – Julian Kerbis – U.S. Hotel – Built 1852 – AHI60213 – NRHP-Contributing
 - 2024-COA030a – 217 N Chestnut – Sitework – Lowry White – Samuel Jenkins House – Built 1845 – AHI56035 – NRHP-Contributing
3. Report from the Chair.
 - a. Chapter 151 revision.
 - b. NRHP contributing property plaques.
 - c. Commission member vacancy.
 - d. Wisconsin Association of Historic Preservation Commission Award Nomination.
 - e. Tower Park Wisconsin Historical Marker Relocation.
4. Announcements. Historic Tax Credits Local Workshops. March 3, 2027 - Commercial Historic Tax Credits and September 15, 2027 - Residential Historic Tax Credits.
5. Adjourn. (Next meetings: September 24, October 22)

Historic Preservation Commission – Public Information

a quasi-judicial body under Municipal Ordinance Chapter 151.

Members (terms): Matthew Payne, Chair (2026-29); Alex Ramshur (City Council Rep);
Vacancy (2026-29); Gary Cisler (2024-27), Mark Hogan (2025-28);
Richard Reger (2025-28); John Spady (2024-27).

Two-Person Committee: Commissioners Cisler & Hogan (August-October, 2026).

General Information

Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings

[nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm](https://www.nps.gov/orgs/1739/secretary-standards-treatment-historic-properties.htm)

Member – Wisconsin Association of Historic Preservation Commissions [wisconsinahpc.org](https://www.wisconsinahpc.org)

Member – National Alliance of Preservation Commissions [napcommissions.org](https://www.napcommissions.org)

Mayor – Danny Clark

Administrator | Troy Maggied | administrator@cityofmineralpointwi.gov

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

MINUTES
CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING
Thursday, July 23, 2026 – 6:30 PM
City Hall Community Room

CALL TO ORDER / ROLL CALL

Chair Matthew Payne called the meeting to order at 6:30 PM.

A roll call was made and a quorum was present. Noted there is a vacant position.

Matthew Payne (2026-29) Chair	Present	Alex Ramshur (Council Rep)	Present
Gary Cisler (2024-27)	Present	John Spady (2024-27)	Present
Mark Hogan (2025-28)	Present	Richard Reger (2025-28)	Present
Vacancy (2026-29)			

Also present: Troy Maggied, City Administrator; Matt Honer, City Administrator, Maggie Tucker, Keith Burrows.

Administrators Honer and Maggied confirmed public notice for the meeting had been successfully posted in compliance with Wisconsin law.

APPROVAL OF JUNE 25, 2026 MINUTES

Motion (Reger/Cisler) to approve June 25, 2026 meeting minutes. Motion carried (6-0).

CERTIFICATE OF APPROPRIATENESS APPLICATIONS

- 2026-COA15 – 231-233 High – Car Port Addition – Dave & Jeanenne Owen – Jacob Schneberger Cordwainer – Built 1861 – AHI59706 – NRHP-Contributing.
The property owner reported the contractors have not completed their bids related to materials. The Commission tabled the application without objection.
- 2026-COA17 – 152/154 High – Roof, Chimney, Windows – Keith Burrows – Cribb's Dry Goods – Built 1847 – AHI46749 – NRHP-Contributing.
Burrows explained the work described in the application. The rear roof work is straightforward, involving reshingling and replacing rotted decking caused by water damage. Plan to use EPDM / rubber membrane roofing where appropriate, though flashing space below windows is tight (approx. 3 inches below the sill). Proposal to remove an unused, tall (~18 ft high, 4 ft x 2 ft) chimney down to the roofline to prevent further leak and structure issues. Multiple roofers recommended removal. Commissioners noted a shift in the commission's past precedent regarding chimney removal. While substantial, members agreed to the removal to avoid imposing undue financial and structural hardship on the property owner. It was noted that the proximity of the adjacent Red Rooster building's chimney maintains the surrounding architectural profile.
Replacement of 9 total windows: 3 on the 2nd story (front), 3 on the 1st story (rear), and 3 on the 2nd story (rear). Current 1970s single-pane windows are rotted and damaged beyond repair. Marvin aluminum-clad exterior windows with custom sizing/standard mullions. Selected over wood exterior for durability and low maintenance due to difficult access. 2-over-2 light double-hung windows with simulated divided lines. Historical photos (including one in the Red Rooster) confirm 2-over-2 was the original configuration, matching the existing 1st-floor windows.

Existing buck frames are completely rotted. Contractor will strip down to the stone and construct new buck frames for installation.

No objections raised by commissioners. The proposal aligns with historic precedent, restores original window design, and addresses structural/water issue hardships.

Motion (Spady/Hogan) to approve 2026-COA17. Motion carried (6-0).

- 2026-COA17A – 149 Jail Alley – Fence – Keith Burrows – Open lot
Burrows presented an application for a completed fence project located on the lot behind the bookstore and apologized for completing the work prior to seeking Commission approval. The scope originally began as a routine painting project, but gradually expanded to repairs, full replacement, and ultimately selecting a metal design as issues were uncovered. The original deteriorated fence—described as an old, non-traditional wood fence with unusually large posts and dog-eared pickets—was replaced with a black, powder-coated steel decorative fence. Noted the site had previously served as a parking lot or factory area, with no clear historic photos of an original fence available. Commissioners agreed that the new fence aligns with the standard black wrought-iron style commonly seen throughout Mineral Point. Members expressed that the replacement is a significant visual improvement over the previous structure and raised no objections to the completed installation.

Motion (Ramshur/Spady) to approve 2026-COA17A. Motion carried (6-0).

- 2026-COA18 – 111 Commerce St – Alter previous COA2025-COA16 De-Construction – Margaret Tucker – Added to Penhallegon Warehouse – Built 1940s – AHI56153 – NRHP-Contributing
Tucker introduced the item as primarily a deconstruction request for an addition originally constructed around the 1940s and presented the updated site plan. Explained that during excavation, contractors discovered severe structural instability under the slab, including 11 feet of loose fill, coal shale, debris, and void space beneath cantilevered cinder block walls. Structural engineers advised against executing the original commercial space plan due to safety concerns and limitations on heavy machinery, leading to the decision to deconstruct the 1940s addition.
The space previously occupied by the commercial addition will be converted into a private outdoor patio area for building residents. Accessible via existing residential entries, eliminating the need for long outdoor access ramps.
Essential utility infrastructure (plumbing, gas, electric), trash enclosures, and tenant storage lockers will be rebuilt in a simple, low-profile footprint beneath the upper structure.
Deconstruction exposes original large-format stone walling that was previously concealed. The developer plans to preserve this stone feature and repurpose large structural iron items recovered from the site into the new landscape design.
Landscaping and elevated grading will provide visual privacy and noise separation from the adjacent trail. Commissioners concurred that the 1940s cinder block addition held no historical significance and noted that revealing the underlying original stone wall is a positive outcome.
Tucker confirmed that despite the required site changes and deconstruction work, the overall project timeline remains on schedule.

Motion (Spady/Cisler) to approve 2026-COA17A. Motion carried (6-0).

Two-Person Committee Report. Commissioners Ramshur and Spady reported approval of 2026-COA16 at 227 Commerce for Tuckpointing (Aaron Dunn – Globe Hotel – Built 1868 – AHI56161 – NRHP-Contributing). A site visit was conducted to inspect the brick and stonework on-site and the scope consists of straightforward tuckpointing and minor masonry repairs. It was noted the contractor hired is the same mason who completed work on the local soda shop and Reynolds properties. Members discussed the contractor's specific technique, observing that while the work-in-progress can temporarily appear rough or messy during application, the final cleaned-up result meets standards.

REPORT FROM THE CHAIR

Appointment. Commissioners Cisler and Hogan were appointed by the Chair as two-person committee through November 2026

Chapter 151 Revision. The Chair presented an update regarding the proposed revisions to Chapter 151, noting it was submitted to Certified Local Government (CLG) Coordinator Jason Tish for initial review. Tish returned comments outlining seven specific items for consideration, modification, or clarification. To facilitate discussion, the Chair compiled a comparison worksheet detailing each of the seven items raised by Tish, his specific feedback, and the Chair's resulting recommendations. Members were provided with the summary sheet and advised to request additional detail or raise questions on individual recommendations as the Commission works through the proposed changes.

Item #1 – Designation Authority (§ 151.04(D)(2)) Tish noted while some municipalities reserve final district designation authority for the City Council, giving the HPC designation power is common depending on local council preference. The Commission reached a consensus to keep the existing language as written, retaining designation authority with the HPC.

Item #2 – Rescission of Designation (§ 151.04(G)) Tish noted CLG standards permit rescission only if a property suffers catastrophic physical deterioration resulting in a loss of integrity, or if newly discovered information negates its original qualification basis.

Move and seconded (Spady/Ramshur) to insert a new section 1 and renumbering subsequent sections to read:

- (1) The Commission may consider rescinding a Local Landmark designation if it determines that: (a) The property has deteriorated to the extent it no longer retains the historic integrity necessary to meet eligibility criteria for listing in the National Register of Historic Places; or (b) new or previously unavailable information demonstrates the property no longer satisfies criteria upon which the designation was originally based.
- (2) The Commission may consider amending a Local Historic District designation if it determines that new information demonstrates an area of the district no longer satisfies criteria upon which the designation was originally based.

The Chair noted while the original boundaries of the historic district overlay were inclusive, future evaluations might reveal specific areas better suited for individual landmark status rather than district inclusion. Updated language introduces a mechanism to amend (rather than rescind) historic district boundaries. Commission members acknowledged while boundary adjustments are unlikely to occur frequently, the added language establishes a clear, standard-compliant framework for potential future modifications rather than arbitrary changes. Passed (6-0)

Item #3 §151.05 (A). Tish noted the way the sentence is structured refer to "signs" not buildings

Move and seconded (Spady/Ramshur) to strike and insert "A COA shall be required for exterior alteration, modification or demolition of buildings designated under the provisions of this chapter, new construction on a Local Landmark site or in a Local Historic District, or placement of signage affecting such landmark or historic district property." Passed (6-0)

Item #4 §151.05 (B) Ordinary Maintenance Exemption. Tish noted changing "significant materials" to "historic materials." Move and seconded (Spady/Ramshur). Passed (6-0).

Item #5 §151.05(E) Demolition. Tish noted a waiting period defeats purpose of this chapter and should be treated like any other exterior alteration.

The Chair explained the 6-month delay was originally incorporated from an older ordinance (Chapter 440) to allow property owners or community members time to seek preservation solutions. However, under standard Commission authority, the HPC already has the ability to defer action or work with applicants directly, making a rigid 6-month delay unnecessary and overly restrictive. Commissioners discussed past local examples—including properties on Pine and Chestnut Streets, the derelict structure near the Walker building, and the former police department site—where demolition decisions created jurisdictional uncertainty or involved significant delays.

Commissioners noted eliminating the forced waiting period provides the Commission with greater flexibility to evaluate applications efficiently without delaying necessary outcomes or forcing drawn-out delays when consensus or alternative solutions are reached. The Chair clarified the distinction between private demolition requests governed by Chapter 151 and municipal emergency raze orders initiated by the City, emphasizing that emergency raze orders remain under City jurisdiction outside the HPC's purview. It was reiterated that under the revised approach, if the HPC denies a private owner's demolition request, the standard appeal process to the Common Council remains intact for final determination.

Moved and seconded (Spady/Ramshur) to strike ~~The Commission may delay demolition for up to six months to allow efforts to preserve the property.~~ Passed (6-0).

Item #6 §151.05(H) and (J) Standards for Review / Criteria. Tish noted these appear to be at odds with each other. Move and seconded (Spady/Ramshur) to strike (J), re-letter following sections, and amend H to read: "(H) Standards for review. In reviewing an application, the Commission shall use the Secretary of the Interior's Standards for the Treatment of Historic Properties, as published by the National Park Service, as guidance. The Commission shall approve only work that is compatible with the historic character of the property and its surroundings and does not substantially impair the property's historic integrity." It was noted copies of the Secretary of the Interior's Standards for the Treatment of Historic Properties are available for public checkout and reference at the library, as well as online. Passed (6-0).

§151.05 (B) Failure to Maintain. (2) Deterioration and (3) Boarding of windows or doors. Tish noted some inconsistencies. Move and seconded (Spady/Ramshur) to strike in (2) "as defined under this chapter" and amend (3) to read "Temporary covering of window or door openings." Passed (6-0).

NRHP Contributing Property Plaques Update. The Chair provided background for the new City Administrator. A project timeline outlines specific task assignments and deadlines for the Chair and Commissioner Hogan. Commissioner Hogan's primary upcoming duty is to be contact with Franklin Bronze Plaques to obtain updated pricing and product specifications. The Commission is preparing to re-launch ahead of the upcoming Bicentennial to give property owners another opportunity to purchase plaques—potentially at a bulk-discounted rate—and incorporate any newly identified contributing properties resulting from recent survey work. This effort aligns with the Commission's broad public education mandate under the city ordinance.

Commission member vacancy. The vacancy remains unfilled. Commissioners discussed a name and encouraged the Chair to approach that person.

Intensive Architectural Survey Update. Phase I is complete and is in review with data uploaded to the Wisconsin Historical Society's Architecture and History Inventory database. Phase II will begin to prepare the final survey document with recommendations for additional properties eligible for inclusion in the National Register Historic District.

Historic Tax Credits Local Workshops Update. Arrangements have been made for Andrea Herries, Historic Rehabilitation Project Reviewer- Western District of the State Historic Preservation Office to present two workshops in 2027: Wednesday, March 3, 2027 on Commercial Historic Tax Credits and Wednesday, September 15, 2027 on Residential Historic Tax Credits. Will reach out the Chamber of Commerce to see if these can be included in the Visitor Guide Calendar of Events.

Wisconsin Association of Historic Preservation Commissions awards nominations. Details about the awards were provided in the packet for the commission members to review. Most awards are designated for historic preservation commissions or non-profit organizations. The Advocacy Award recognizes a commission, non-profit, or individual whose advocacy work has created a significant, positive impact on historic preservation. The Chair suggested a local organization specifically for their preservation efforts. The suggestion was positively received by the members present ("good choice") and the Chair agreed to prepare the nomination draft for review at the next meeting.

Information – 2027 CLG Grants available. An information sheet on CLG grants was shared. These are no-match grants of \$6,000–\$40,000, up to \$50,000 for high-priority projects. Eligible projects include historic surveys, National Register or local designations, preservation plans, design guidelines, and educational projects. Letter of Intent are due September 11, 2026. Inquiry was made about funding the plaques initiative, but these are exempted from funding. No specific need for application was noted for this cycle.

Information – Property Highlights Public Education Initiative. The Chair noted that with the volume of other activity of the Commission, the idea proposed at the previous meeting is not being pursued.

OLD BUSINESS

Wisconsin Historical Marker. The Commission continued discussion of the proposed relocation and rehabilitation of the Wisconsin Historical Marker in Tower Park. Members agreed that relocating the marker to High Street was not preferred, particularly given the marker's longstanding association with the park. A potential relocation to another location within the park, preferably near the farmers' market, was discussed. It was suggested that the marker's relocation and rehabilitation could be considered as part of a broader master plan for future improvements to Tower Park and coordinated with other planned park improvements. The Commission also discussed the need to clarify ownership of the marker, as available records indicate that the former Main Street program, now associated with the Chamber of Commerce, may technically own it. The Chair will contact the Chamber and appropriate city representatives to gather information and explore whether the marker could be incorporated into existing or future park improvements.

Members also discussed rehabilitation of the marker. A firm estimate of approximately \$3,325 was reported for factory restoration, although the manufacturer provides guidance for communities wishing to undertake the restoration themselves. It was emphasized that the Commission was only exploring the possibility and was not committing to the project or assuming responsibility for its costs or implementation. The discussion also touched on the Commission's role in public education and historic awareness. While there was some concern about the Commission becoming overly involved in moving city property, the Chair noted that educational and public-awareness activities are within the Commission's stated responsibilities. The consensus was to approach the matter as an opportunity for cooperation with other city entities rather than as a Commission-led initiative, and to report back after those conversations.

Conference. The Chair shared additional information about the Wisconsin Historical Society's Local History and Historic Preservation Conference in Milwaukee and possible one-day trip Thursday, October 15. Any Commissioner's interested in attending are to contact the Chair.

NEW BUSINESS

None.

NEXT MEETING

The next meeting is scheduled for August 27, 2026, in the City Hall Community Room.

ADJOURNMENT

With no further business and no objection, the meeting was adjourned at 7:50 PM.

MINUTES – SPECIAL MEETING
CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION MEETING
Thursday, July 30, 2026 – 4:30 PM
City Hall Community Room

CALL TO ORDER / ROLL CALL

Chair Matthew Payne called the meeting to order at 4:30 PM.

A roll call was made and a quorum was present. Noted there is a vacant position.

Matthew Payne (2026-29) Chair	Present	Alex Ramshur (Council Rep)	Present
Gary Cisler (2024-27)	Present	John Spady (2024-27)	Present
Mark Hogan (2025-28)	Present	Richard Reger (2025-28)	Present
Vacancy (2026-29)			

Also present: John Comollo, Evan Martin.

The Chair confirmed public notice for the meeting had been successfully posted in compliance with Wisconsin law.

The Chair noted participation by Evan Martin via Zoom was consistent with previous procedural discussions because of extenuating circumstances. Martin is assisting with tornado recovery in Menasha.

CERTIFICATE OF APPROPRIATENESS APPLICATION

- 2026-COA20 – 117 Jail Alley Roof Replacement – Erie Construction (John Comollo) – James and Catherine Kinney House – Built 1846 – AHI60404 – NRHP-Contributing
The Chair reported the application had been received in early July but had not been processed due to vacation schedules and transitional circumstances, necessitating a special meeting. The primary issue considered by the Commission was the proposed use of asphalt shingles to replace existing wood shakes. Although the standard of repair rather than replacement would generally favor continued use of wood shakes, the Commission acknowledged that replacement with shakes has become increasingly difficult due to limited availability, insurance concerns related to fire risk, and associated costs. The Chair noted the Commission has previously approved replacement for wood shakes with other materials. While the Commission expressed a preference that the asphalt shingles be visually consistent with the existing shakes, particularly in color, it determined that the property owner's preference was acceptable provided the selected material was not inconsistent with surrounding properties. The Chair requested the minutes reflect that allowing alternative roofing materials is part of the Commission's continuing challenge of applying preservation standards as circumstances evolve, including changes in materials science and factors affecting the continued use and maintenance of historic buildings, such as insurance requirements, material availability, and increasing costs.
Motion (Spady/Hogan) to approve 2026-COA20. Motion carried (6-0).

NEXT MEETING

The next meeting is scheduled for August 27, 2026, in the City Hall Community Room.

ADJOURNMENT

With no further business and no objection, the meeting was adjourned at 5:10 PM.

MATTHEW PAYNE
920-279-6267

GARY CISLER



Mineral Point, Wisconsin

City of Mineral Point
137 High Street, Suite 1
Mineral Point, WI 53565
(608) 987-2361

Office Use Only	
DATE Received:	7-21-26
Fee Received:	7-1-26 \$50.00
Approved:	

APPLICATION FORM Certificate of Appropriateness (COA)

Property Address: 242 HIGH ST. (BARGAIN NOOK)
Owner Name(s): KEITH WILCOXSON
Mailing Address, City, State, ZIP: 35 RED HAWK DR OSWEGO, IL 60543
☐ Same as Property Address
Phone: [REDACTED] Email: [REDACTED]
Other Name of Property (e.g. "Orchard Lawn"): _____

Primary Contact

☐ Owner (if applicant is Owner, may skip to 'Type of Work')
☐ Architect/Preservation Consultant ☒ Contractor ☐ Other: _____
Name: PAUL BARRETTE dba PB STONE LLC
Address, City, State, ZIP: 924 FOUNTAIN ST.
Phone: [REDACTED] Email: [REDACTED]

Type of Work

- ☒ Alteration / Rehabilitation (Repair) (including exterior changes to windows, doors, roofing, etc.)
☐ Site Alteration / Improvement (including walks, walkways, patios, fencing, retaining walls, etc.)
☐ Signage (including window signs, projecting signs, etc.)
☐ New Construction and / or Addition (including garages, sheds and outbuildings, etc.)
☐ Demolition - Complete (razing entire structure) or ☐ Partial (removal of any structure features)

Project Description

On a separate sheet(s), provide a full narrative with detailed description of each element of the work to be accomplished. The narrative would include:

- 1) A clear explanation of the proposed work
- 2) The reason or rationale for the proposed work
- 3) The intended outcome or result of the proposed work

Tax Credits

Work on a property "contributing" to the National Register of Historic Places may qualify for historic preservation tax credits (25% residential, 40% commercial) administered through the Wisconsin Historical Society. There is a separate application process. See Supplement for resources.

Do you intend to apply for Tax Credits? ☐ Yes ☐ No ☒ Unsure

Historic Preservation Commission Use Only

☐ Contributing ☐ Noncontributing Year built: _____ AHI No. _____ TaxKey _____

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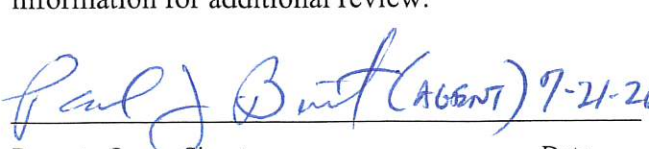
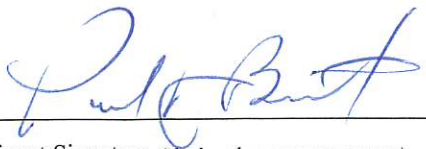
Additional Information

You must submit complete and clear drawings and specifications of the work to be accomplished, required by city ordinance. Recommended attachments by type of work are listed. If insufficient information is provided, you will be contacted and requested to submit additional information.

Work Type	Recommended Attachment
Alteration, Rehabilitation, Repair <i>REPOINT RE PAINT</i>	<i>It is recommended to consult with an architect or historic preservation professional when work is significant.</i> ☐ Photos of existing conditions, marked to identify location and scope of proposed work. ☐ Documents and historical photos, relevant to the property and proposed work. ☐ Detail drawings of new or modified architectural elements. ☐ Elevation drawings to scale, of new or modified elements on any façade. ☐ List of exterior materials to be used, including product specification sheets and color information. ☐ Swatches or physical samples of proposed materials and finishes.
Site Alteration, Improvement	☐ Photos of existing conditions, marked to identify location and scope of proposed work. ☐ Site plan, drawn to scale, with elements like landscaping, parking and utilities ☐ Renderings which illustrate the appearance of completed project within the streetscape context. ☐ Swatches or physical samples of proposed exterior materials and finishes.
Signage	☐ Photos or drawings of proposed sign location. ☐ Scale drawing of sign indicating design details, graphics, dimensions, and distance above sidewalk. ☐ List of materials to be used, including product specifications and color descriptions.
New Construction / Addition	<i>It is recommended to have plans prepared by a licensed architect or engineer for larger projects.</i> ☐ Photos of existing conditions. ☐ Site plan, drawn to scale, with elements like landscaping, parking and utilities. ☐ Floor plans, drawn to scale and including dimensions, showing existing elements and proposed changes. ☐ Elevation drawings to scale, of new or modified elements on any façade. ☐ Documents and historical photos relevant to the property and proposed work. ☐ Renderings which illustrate the appearance of completed project within the streetscape context. ☐ List of exterior materials to be used, including product specifications and color information. ☐ Swatches or physical samples of proposed materials and finishes.
Demolition – Complete	<i>State Historic Preservation Office (SHPO) approval may be required for certain historic structures.</i> ☐ Documents and historical photos relevant to the property and structure proposed for demolition. ☐ Photos of exterior and interior views showing overall condition of the property. ☐ Current dollar value of property improvements. ☐ Cost estimate for demolition, debris removal, and site grading following demolition.
Demolition – Partial	☐ Documents and historical photos relevant to the proposed demolition area. ☐ Floor plans, drawn to scale and including dimensions, of existing conditions and proposed demolition. ☐ Photos of the building with exterior and interior views of the section to be demolished, illustrating overall condition of the property.

Applicant Certification

I certify that, to the best of my knowledge, the information provided in this application regarding existing conditions and the scope of proposed work is complete, true, and accurate. I acknowledge that I am responsible for complying with any conditions attached to a Certificate of Appropriateness issued for this work. I further agree that if the scope of work changes before completion, I will submit updated information for additional review.

Property Owner Signature _____ Date _____ Applicant Signature (if other than property owner) _____ Date _____

PB Stone

Specializing in Natural Stone from The Uplands

www.pb-stone.com

924 Fountain St., Mineral Point, WI 53565

Phone: [REDACTED]

Customer

Company/General Contract PB Stone LLC

Name Keith Wilcoxson/Bargain Nook

Address 242 High St.

City Mineral Point State WI ZIP 53565

Phone: [REDACTED]

Date 07/30/2026

Job Name

Masonry/Tuckpointing

Job Number

70926

Item Description

Tuckpointing and joint repair

Bargain Nook

Repair "stair step" cracks above left and right window.
Repair crack under 3rd window from left
Repair crack from 3rd window from right across to right corner
Repair linear crack on far right wall
Repair linear crack on far left wall
Spot point areas where mortar is missing

Desiree's Salon - Remove stucco and re-point west wall of entryway

Painting: To be done by Jerry Schmitz / color palette to be provided by owner

Progression of work: repair/repoint masonry, repaint

Scope of work



City of Mineral Point
137 High Street, Suite 1
Mineral Point, WI 53565
(608) 987-2361

Office Use Only	
DATE Received:	_____
Fee Received:	_____
Approved:	_____

APPLICATION FORM

Certificate of Appropriateness (COA)

Property Address: 263-265 High ST
Owner Name(s): JULIAN KERBIS
Mailing Address, City, State, ZIP: 263-265 High ST
☐ Same as Property Address
Phone: [REDACTED] Email: [REDACTED]
Other Name of Property (e.g. "Orchard Lawn"): US Hotel aka Giant Porcupine

Primary Contact

☒ Owner (if applicant is Owner, may skip to "Type of Work")

☐ Architect/Preservation Consultant ☐ Contractor ☐ Other: _____

Name: JULIAN KERBIS

Address, City, State, ZIP: 263-265 High ST

Phone: [REDACTED] Email: [REDACTED]

Type of Work

- ☐ Alteration / Rehabilitation / Repair (including exterior changes to windows, doors, roofing, etc.)
☒ Site Alteration / Improvement (including walks, walkways, patios, fencing, retaining walls, etc.)
☐ Signage (including window signs, projecting signs, etc.)
☐ New Construction and / or Addition (including garages, sheds and outbuildings, etc.)
☐ Demolition - Complete (razing entire structure) or ☐ Partial (removal of any structure features)

Project Description

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Tax Credits

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Do you intend to apply for Tax Credits? ☐ Yes ☐ No ☒ Unsure

Historic Preservation Commission Use Only		
☐ Contributing ☐ Noncontributing	Year built: _____	AHI No. _____ TaxKey _____

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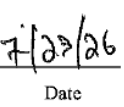
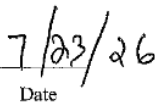
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<i>Alteration, Rehabilitation, Repair</i>	<i>It is recommended to consult with an architect or historic preservation professional when work is significant.</i> ☐ Photos of existing conditions, marked to identify location and scope of proposed work. ☐ Documents and historical photos, relevant to the property and proposed work. ☐ Detail drawings of new or modified architectural elements. ☐ Elevation drawings to scale, of new or modified elements on any façade. ☐ List of exterior materials to be used, including product specification sheets and color information. ☐ Swatches or physical samples of proposed materials and finishes.
<i>Site Alteration, Improvement</i>	☒ Photos of existing conditions, marked to identify location and scope of proposed work. ☐ Site plan, drawn to scale, with elements like landscaping, parking and utilities ☐ Renderings which illustrate the appearance of completed project within the streetscape context. ☐ Swatches or physical samples of proposed exterior materials and finishes.
<i>Signage</i>	☐ Photos or drawings of proposed sign location. ☐ Scale drawing of sign indicating design details, graphics, dimensions, and distance above sidewalk. ☐ List of materials to be used, including product specifications and color descriptions.
<i>New Construction / Addition</i>	<i>It is recommended to have plans prepared by a licensed architect or engineer for larger projects.</i> ☐ Photos of existing conditions. ☐ Site plan, drawn to scale, with elements like landscaping, parking and utilities. ☐ Floor plans, drawn to scale and including dimensions, showing existing elements and proposed changes. ☐ Elevation drawings to scale, of new or modified elements on any façade. ☐ Documents and historical photos relevant to the property and proposed work. ☐ Renderings which illustrate the appearance of completed project within the streetscape context. ☐ List of exterior materials to be used, including product specifications and color information. ☐ Swatches or physical samples of proposed materials and finishes.
<i>Demolition – Complete</i>	<i>State Historic Preservation Office (SHPO) approval may be required for certain historic structures.</i> ☐ Documents and historical photos relevant to the property and structure proposed for demolition. ☐ Photos of exterior and interior views showing overall condition of the property. ☐ Current dollar value of property improvements. ☐ Cost estimate for demolition, debris removal, and site grading following demolition.
<i>Demolition – Partial</i>	☐ Documents and historical photos relevant to the proposed demolition area. ☐ Floor plans, drawn to scale and including dimensions, of existing conditions and proposed demolition. ☐ Photos of the building with exterior and interior views of the section to be demolished, illustrating overall condition of the property.

Applicant Certification

I certify that, to the best of my knowledge, the information provided in this application regarding existing conditions and the scope of proposed work is complete, true, and accurate. I acknowledge that I am responsible for complying with any conditions attached to a Certificate of Appropriateness issued for this work. I further agree that if the scope of work changes before completion, I will submit updated information for additional review.

		
Property Owner Signature	Date 7/27/26	Applicant Signature (if other than property owner) Date 7/27/26

7/23/26 900 hrs

Dear Matthew:

We would like to extend the ^{existing} Rockwall
at the western edge of our building -
all the way back along our property line
to the end of the building about
40-45' to the north. The rock wall
currently extends about 30' starting at
High St + we would continue it
back as a retaining wall 45'
to walls Tail alley.







**As this is part of the project from a previous COA,
it has been added to that application and designated it as 2024-COA030a.**

**2024-COA030a - 217 N Chestnut - Sitework - Lowry White - Samuel Jenkins House
Built 1845 - AHI56035 - NRHP-Contributing**

217 N. Chestnut

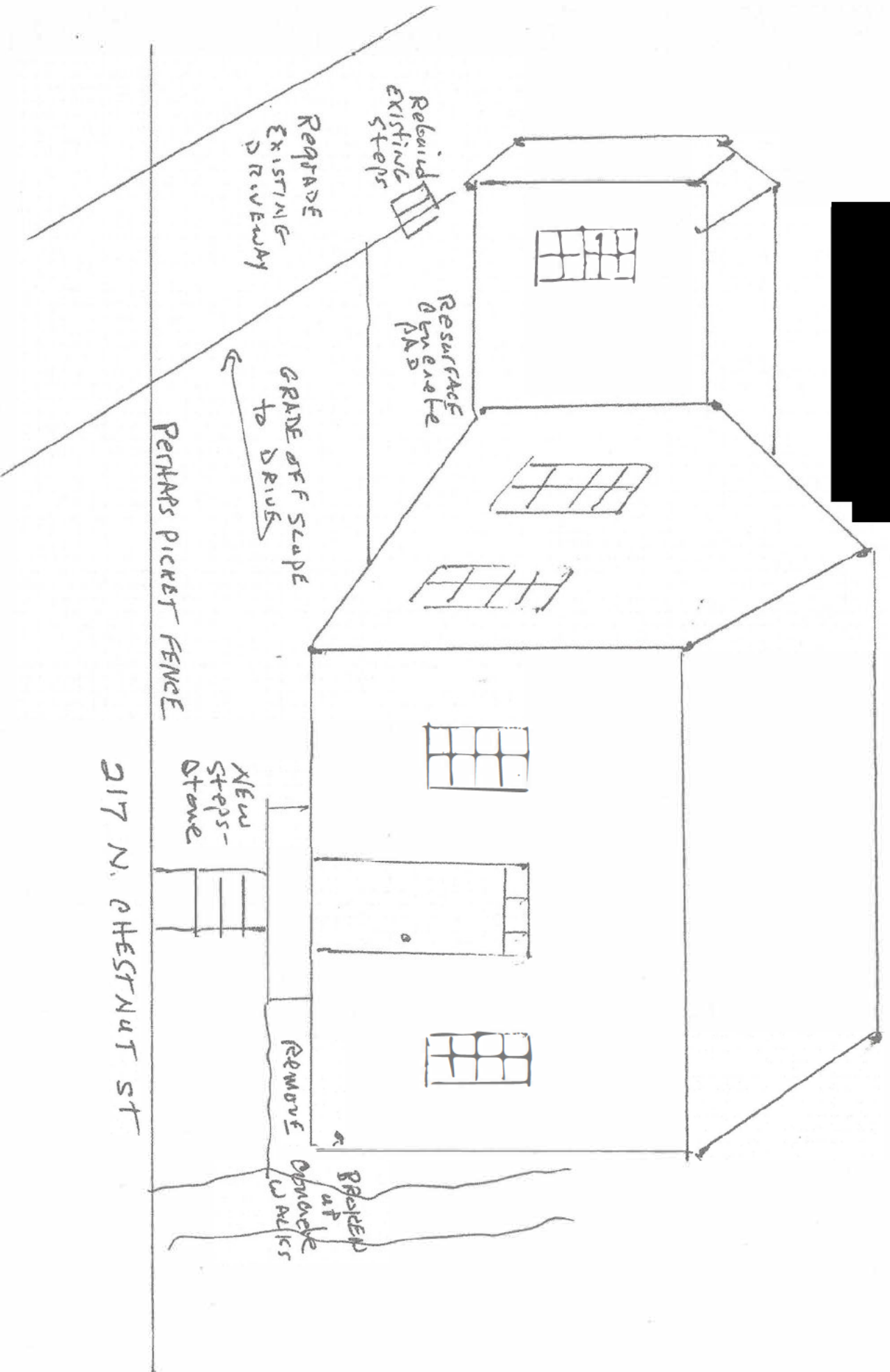
Most of the work to be done at 217 N. Chestnut St. is cleaning up what's already there.

1. all broken up concrete walks will be removed.
2. the concrete pad on the north side of the house will be resurfaced with a pebble type surface.
3. the three steps leading up to that pad will be reset.
4. the drop off from the lawn to the driveway will be slanted off to a mowable slant.
5. there will be a new landing and steps from the street directly up to the front door probably of limestone.
6. The existing driveway will be re-graded but not changed
7. Possibly, but not probably a picket fence along front of property

Lowry White

217 N. Chestnut

Lowry White



Box below for office use only

Date Received: 8/8/24
 Date Approved: _____
 Date \$50 Application Fee Received: 8/8/24



Mineral Point, Wisconsin

Certificate of Appropriateness Application Form

Property Address: 217 N Chestnut

Applicant: Lowry white

Contractor: SAME

Mailing Address: 1300 E. LAKE Rd

Phone: [REDACTED]

Phone: _____

E-Mail: [REDACTED]

E-Mail: _____

Please check if this is primary contact person ☒

Please check if this is primary contact person ☐

Description of Proposed Work:

RESTORE 217 N. CHESTNUT ST., MP, TO ORIGINAL AS PER
CA 1895 PHOTO

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: Lowry G. White

Date: _____

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.

ACTION FORM
Certificate of Appropriateness (COA)

COA Number: 2024-030a Date Received: August 6, 2026
☐ *less than 7 business days before next HPC meeting*

Review ☒ Application Complete
☐ Additional Information Requested ☐ Additional Information Received

Referred To ☒ 2-Person Committee Date: August 7, 2026
☐ by 2-Person Committee to full HPC Date: _____
☐ HPC for Agenda Date: _____

Decision ☐ Approved
☐ Approved with Conditions (detail below)
☐ Disapproved

Decided by ☐ 2-Person Committee

Signature 1 *Date* *Signature 2* *Date*

☐ Historic Preservation Commission Meeting Date: _____

HPC Chair Signature *Date*

List any approval conditions.