

Joint Historic Preservation Commission, Village Board, & Planning Commission
Thursday, April 16, 2009

1. **Historic Preservation Commission -- Call to order:** Vice Chair Joan Gefke called the Historic Preservation Commission meeting to order at 5:00 pm on Thursday, April 16, 2009.
2. **Roll call -** Chair Arlan Kay (arrived at 5:05 pm), Joan Gefke, Steve Peotter, Phil Harms, Al Miller, and Patrick Molzahn. Absent: Beth Sever. Also Present: Mike Gracz Village Administrator Village Planner Mike Slavney, Village Attorney Matt Dregne, and Deputy Clerk/Deputy Treasurer Tracey Hicks
3. **Approval of Minutes**
 - a) 9/24/08 - Not Available
 - b) 3/19/09 - **Harms moved to approve the Historic Preservation Commission minutes of March 19, 2009 as amended. Second by Miller. Motion Carried 5-0.** Gefke noted to amend the minutes to include the correct spelling of "Fairbanks Morse Foundation".
4. **Public Appearances –** Jeff Aebly was in attendance to represent his building at 101 S Main Street and wanted to state that as owner of the building he wants the Academy of Sound sign to stay where it is and the BrouxNellie sign to move to the west of the building (towards the rail road bridge). Aebly stated he is unable to stay for the meeting. Gefke questioned if Aebly has met with the two tenants and if all 3 agreed with the proposed application. Aebly stated yes this is the consensus and would like to resolve this.
 - a) None
5. **Communications and Miscellaneous Business**
 - a) Chair's Report: It was noted there is no Chair report for this month.
 - b) Status of Lincoln Street Historic District's Signs/Plaques – Dedication May 21st at 5:30 pm (May meeting date). Kay stated he has met with staff to locate the large signs and set parameters for where the smaller signs will go. Gracz explained there will be a large sign placed on W. Lincoln Street and Main Street and the other large sign will be placed on W. Lincoln and Market Street. Gracz stated the letter is being draft to the residents on W. Lincoln and it will indicate the dedication will be by the Historical Museum. There was discussion regarding if the meeting should be started at the Village Hall or meet to do the dedication first. It was decided to start the meeting for the dedication Molzahn noted he will not be able to attend the meeting. Gracz noted that Sever is trying to contact the last two residents for permission to put the marker on their property. Gracz explained the details for mounting the signs have been worked out and the signs will go on a post. Kay gave a summary regarding the details of the mounting.
 - c) **Discussion and Possible Action re: Historic Preservation Grant Programs.** Gracz stated this for informational purposes. Gefke gave an overview regarding the grants program stating that she will be meeting will Bill Rizzo to discuss some possible grants. Gefke noted a possible problem with a grant for the Water Tower noting the Village may not be able to receive money for the structural analysis since the analysis process has been started. Gefke also noted the Village may not be eligible to receive grant money to 'fix' the Tower. Gefke noted she will ask Bill Rizzo the specifics regarding grants at her meeting on Friday.
6. **Unfinished Business:**
 - a) Status of Scott McWilliams' property at 107 South Main Street -- Second Floor front Windows – Dane County is working on completing required Environmental Review. Gracz stated he is waiting on the County. Gracz noted the County consultant will forward the information to the

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Wisconsin Historical Society, and once it is reviewed the Village should receive the Façade money. Gracz hoped by the May meeting the Village will have the go ahead from the County.

- b) Discussion and possible recommendation to Village Board re: Purchasing Historical Markers for the Downtown Buildings and Impact of Sign Ordinance. Kay noted Gefke had written brief histories for each downtown building. Kay stated the maximum dimensions of 9 by 12 inches will be available for the signs. There was discussion regarding what type of wording should go on the signs. It was noted to keep the marker similar to the W. Lincoln Street District markers. It was noted each member should come up with wording for each downtown building and give to Mike Gracz before the next meeting. It was noted they will need 12 markers for the downtown. Gracz stated there is a balance of \$7,793 for the markers in the Commission's budget. Kay estimated there would be room for about 20-30 words on the marker.
 - c) Discussion regarding Attendance at Historical Conference held May 29 & 30th Gefke stated she would be attending. It was noted the Commission would be interested in her feedback from the conference.
 - d) Status of Structural Analysis of Downtown Water Tower. Gracz stated the Board hired Dickson Engineering to do the analysis.
7. **At Approximately 5:30PM --Planning Commission Call meeting to order-** Chair Schnelle called the Planning Commission meeting to order at 5:32 pm on Thursday, April 16, 2009.
 8. **Roll Call-** Present: Chair Greg Schnelle, , Phil Harms, Scott Meier, Patrick Molzahn. Absent: Jeff Groenier, Larry Mahr, John Bieno, and Alternate Doug Brethauer
 9. **At Approximately 5:30PM - Village Board Call meeting to order-** President Steve Staton called the Village Board meeting to order at 5:58 pm on Thursday, April 16, 2009.
 10. **Roll Call-** Present: President Steve Staton, Jerry Bollig, Jon Lourigan, Phil Harms, Eric Poole. Absent: Darlene Groenier and Randy Way.
 11. Historic Preservation Commission 's Discussion and possible action regarding Issuance of Certificate of Appropriateness contingent on the Conditional Use Permit request being approved for 101 S Main Street to allow for an additional sign and to exceed the square footage permitted. Gracz stated the owner of the building was in attendance at the beginning of the HPC meeting however had a prior engagement and was unable to stay for the entire meeting. Gracz noted the owner stated his preference was to have the Academy of Sound sign stay where it is and the BrouxNellies sign move to the west of the building. Peotter stated he has a conflict of interest with one of the business owners and will abstain from the discussion and voting. There was discussion regarding Façade grant money. Greg Debroux noted he needs to get the façade money as soon as possible so he can pay the sign vendors. Debroux stated he offered to pay for the Option 'A' sign design and the Academy of Sound owner declined. Debroux noted his preference would be to have his sign where the currently Academy of Sound sign is and move her sign to the second floor. Village Attorney Matt Dregne stated the decision before the Commission is to either approve or deny what the applicant submitted and the Commission needs to stay focused on that decision. Dregne noted one concern he had is the owner of the building and one of the tenants are not at the meeting and there is one application asking for approval. Dregne stated if the Commission wishes to deny the request it should be tied to the standards in section 19.05 in the Village's ordinances that sets forth the Commissions authority to take action. Dregne gave an overview of the procedure the applicant needs to go through, stating the HPC decides whether or not to issue a certificate of appropriateness; the

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Planning Commission needs to approve the conditional use permit authorizing the applicant to exceed the number of signs required by ordinance, along with Village Board approval. Miller stated he feels this issue needs to be resolved. **Miller moved to issue a certificate of appropriateness for the two signs as presented by the applicant. Second by Harms.** Dregne inquired for clarification regarding the 'two signs' as presented and questioned if they were talking about all the signs on the building or the Academy of Sound sign and the BrouxNellies 'Eat Here' sign. Kay stated the motion referred to the Academy of Sound sign and the BrouxNellies 'Eat ~~Hear~~ Here' sign. Harms stated this was originally submitted with the understanding that the Academy of Sound sign would be taken off the wall and put over the door. Harms stated he feels putting more signs on the building will 'clog' that side of the building up. Gefke gave her opinion stating she dislikes being put in a corner and voting because she feels they have to. Molzahn stated he is inclined to support this option not because he likes it but he understands the predicament and stated he is looking at the signs as more temporal and they can eventually be put in a more aesthetically pleasing place. Molzahn stated it is hard to discuss as a whole without all parties present. Greg Debroux stated for the record if Erin the owner of Acedamy of Sound changes her mind about the signs Debroux will pay for it. Debroux stated it is that important for him to have all the signs match the building. Kay questioned if he meant to pay to relocate the sign or pay to have a new sign. Debroux stated both. There was discussion regarding the Commission approving both options. Slavney questioned if the Commission could approve both arrangements and maybe they get to a solution right away and leave the door open for the another solution and not have to come back to the Commission right away but in a phased kind of situation. Dregne stated he feels it is permissible to act on a motion that involves voting on the application as presented and in addition they also approve and issue a certificate of appropriateness for Option 'A' and both are deemed acceptable by the Commission. Molzahn questioned if they could state a preference in the motion? Dregne noted he does not see any problems with that as long as it is clear what the decision for either option is clear. **Miller amended his original motion. Second by Harms. Miller moved to approve to issue a certificate of appropriateness for the two signs as presented by the applicant and include issuing a certificate of appropriates for Option 'A'. Second by Gefke.** Molzahn stated the preference is Option 'A' and would like to include this in this motion. Dregne suggested amending the current motion to include the statement that the Commission while approving both options the Commission prefers Option 'A'. **Molzahn proposed to amend the motion to include the Commission expressed a preference for Option 'A', while approving both options. Second by Harms. Motion carried 5-0-1 Peotter abstaining.**

12. Planning Commission Holds Public Hearing regarding Request for Conditional Use Permit at 101 S Main Street to allow for an additional sign and to exceed the square footage permitted (Jeff Aebly --BrouxNellie's Diner and Academy of Sound). Schnelle opened the public hearing for the conditional use permit at 101 S Main Street. There was no public in put and the public hearing was closed.
13. Planning Commission's Discussion and possible recommendation to the Village Board regarding Conditional Use Permit request at 101 S Main Street to allow for an additional sign and to exceed the square footage permitted. Schnelle stated he does not see any problems approving the conditional use permit to allow for additional signage and exceed the permitted square footage. **Meier moved to recommend to the Village Board approval of the Conditional Use Permit request at 101 S Main Street to allow for an additional sign and to exceed the square footage permitted. Second by Molzahn. Motion carried 3-1. Harms voting nay.**
14. Discussion and possible action by the Village Board regarding Conditional Use Permit request at 101 S Main Street to allow for an additional sign and to exceed the square footage permitted including possible consideration of Certificate of Appropriateness. It was noted the

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recommendation from the Planning Commission to approve the conditional use permit. **Poole moved to approve the Conditional Use Permit request at 101 S Main Street to allow for an additional sign and to exceed the square footage permitted. Second by Bollig. Motion carried 3-1. Harms voting nay.**

15. **Adjournment of Historic Preservation Commission - Peotter moved to adjourn the Historic Preservation Commission meeting at 5:57 pm. Second by Gefke. Motion carried 6-0.**

16. **Adjournment of Village Board- Harms moved to adjourn the Village Board meeting at 5:59 pm. Second by Bollig. Motion carried 4-0.**

17. **Planning Commission Continues with meeting.**

18. **Discussion and Possible Recommendation to the Village Board regarding:**

a) **Final Certified Survey Map for Jaycee Park east of North Perry Parkway – Oregon School District.** Dana Leikness with the Oregon Youth Fast Pitch Association, spoke with regards to the Transfer of Property. Leikness stated she had spoke with Brian Busler today and noted her concern regarding their organization being able to use the Huntoon fields. Leikness asked that their organization needs be part of the discussion. Leikness noted they need 1-2 ball diamonds. Leikness stated she wanted a commitment from the School District and hoped the Board will push for a plan after this year's construction. Harms questioned if Leikness had come before the Park Board to schedule their needs. Leikness noted she had. Harms questioned if she knew of any other organization that used the fields. Leikness noted boys baseball and soccer. Leikness noted she is unable to speak for the other organizations and their plans. Gracz noted the certified survey map has met all of the conditions that had to be addressed. **Meier moved to recommend to the Village Board approval of the Certified Survey Map for Jaycee Park east of North Perry parkway – Oregon School District. Second by Harms. Motion carried 3-1. Harms voting nay.**

b) **Discussion and Possible Recommendation to the Village Board re: Resolution #09-13 - Transfer of Property to Oregon School District.** Brian Busler, Andy Weiland, and Mike Chapest from the Oregon School District were in attendance regarding the transfer of property. Busler presented the updated map and noted they have meet with staff to come up with an agreement between the School District and the Village. Busler also noted he spoke with Dana Leikness regarding the softball diamonds. Busler noted the School District has a commitment to provide access to all of the sports. Busler noted that when they do the major construction the softball and baseball teams maybe displaced. Busler stated they will do their best to accommodate and to help find properties for the teams noting it impacts all the students. Schnelle noted as long as a team that is displaced there will be a diamond available during the construction period. Schnelle noted as long as they have that commitment he would be fine with that. Busler stated one piece of comfort is the School District is not looking at undertaking a significant change this summer, so it will give an opportunity to get all the teams together and work out where there will be sites available. Schnelle noted that the Village will expect accessibility by the people who are utilizing those facilities at this time. Busler stated the School District fully expects to live up to that expectation. Harms stated he wants to make sure that Village residents and organizations have the opportunity to use the fields. There was discussion regarding having the Park Board, School District and staff to meet regarding finding space for the sports organizations. Busler stated the School District has meetings with staff where if there is an issue they discuss it at those meetings. It was stated these meetings have helped with communications between the School District and the Village. It was noted the current zoning is RH. Gracz stated that the School District has made a commitment when the construction starts and the plans are laid out they will be coming to the Village. **Meier moved to recommend to**

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the Village Board approval of Resolution #09-13 – Transfer of Property to the Oregon School District. Second by Molzahn. Motion carried 4-0.

19. **Discussion and Possible Recommendation to the Village Board regarding the Specific Implementation Plan and Site Plan for 1056 Park Street (Paul Lynch).** Paul Lynch was in attendance to address any questions the Commission had regarding the site plan. Gracz stated the cut sheets for the light fixtures and the landscaping plan are in the packet as requested by the Commission. Gracz noted Slavney's memo stating he recommends approval. Slavney noted the Commission can adopt in the positive the draft findings he provided. **Molzahn moved to recommend to the Village Board approval of the Specific Implementation and Site Plan for 1056 Park Street with the recommended conditions of the Village Planner in his memo of April 16, 2009. Second by Meier. Motion carried 4-0.** Slavney clarified the positive and negative findings and noted they make a series of findings about if they are consistent with the plan, if it will not have an adverse impact on neighboring properties, if the uses as a whole makes sense for the Village, and in the end if it is an overall good idea or not. Slavney noted this project is on the positive version of those questions.

20. **Adjournment of the Planning Commission-** Molzahn moved to adjourn the Planning Commission meeting at 6:30 pm. Second by Harms. Motion carried 4-0.

Respectfully Submitted by,
Tracey Hicks
Deputy Clerk/Deputy Treasurer