

**HISTORIC PRESERVATION COMMISSION  
OF THE CITY OF PLATTEVILLE**



**AGENDA**

**TUESDAY, NOVEMBER 30, 2021 – 6:00 P.M.**

**COUNCIL CHAMBERS IN CITY HALL – 75 N. BONSON STREET**

1. Call to Order
2. Approval of Minutes from November 16, 2021
3. Discussion Items:
  - a. Proposed Maintenance and Repair Approval Policy amendments
4. Citizen Comments
5. Announcements/Upcoming Items
6. Next Meeting Date: Tentative – December 21, 2021 at 6 pm
7. Adjourn

## MINUTES

THURSDAY, NOVEMBER 16, 2021 – 6:00 P.M.

COUNCIL CHAMBERS IN CITY HALL – 75 N. BONSON STREET

MEMBERS PRESENT: Beth Frieders, Ken Kilian, Ben Seigel, Garry Prohaska, Bill Cramer

ALTERNATES PRESENT: None

MEMBERS ABSENT: None

STAFF PRESENT: Ric Riniker, Joe Carroll

OTHERS PRESENT: None

### Call to Order

Chairman Kilian called the meeting to order at 6:02 pm

### Approval of Minutes – October 21, 2021

Motion by Prohaska to approve the minutes with some additions. Prohaska provided a handout with proposed amended minutes and read the amended minutes. Kilian had a minor suggestion to the proposed amended minutes.

Second by Frieders to approve the minutes with the proposed amendments.

There was some discussion regarding the consideration of an alternate sign location at 130 Market Street.

Motion to approve the minutes was approved 5-0.

### Action Items

- a. None

### Discussion Items

- a. Potential Intern Assistance

Cramer mentioned that his contact regarding a potential intern did not show for the meeting. Prohaska feels there is a need for some assistance with various projects that an intern could help with. No action.

- b. Maintenance and Repair Approval Policy amendments

Carroll had previously presented suggestions for modifying the maintenance approval policy.

Kilian mentioned his copy of the policy in his manual is dated 2007. Carroll commented that the 2007 version is the first policy that was adopted, and it was then revised in 2010.

Prohaska asked about the mural that is being painted on the side of the Badger Brothers building, and if this was approved. Carroll mentioned that his recollection is that this item was presented years ago and the Commission didn't have any concerns with the proposal but they stated they would like to know more about the topic.

Prohaska suggested that the staff provides a report to the Commission monthly on projects that were approved by staff. Kilian agreed that monthly reports should be provided, including any projects that are denied. There was consensus to make the amendments to the record keeping by staff.

Prohaska also suggested that a Certificate of Appropriateness form should be provided for all projects. This can be an amendment to the first paragraph on page 1.

There was a suggestion to use the most current standards that are available. What version is being used, what version should be used? Prohaska will send a link to the standards.

Prohaska asked if we should have a working meeting to just review the policy?

c. Potential Chapter 27 Amendments

No action

**Citizen Comments**

None

**Announcements/Upcoming Items**

None

**Next Meeting Date** November 30, 2021 at 6 pm just to review policy.

**Adjourn**

Motion by Cramer to adjourn. Second by Seigel. Motion approved 5-0. Meeting adjourned at 7:18 p.m.

\_\_\_\_\_  
Joe Carroll, Community Development Director

\_\_\_\_\_  
Date Approved

## **MAINTENANCE AND REPAIR APPROVAL POLICY**

Adopted by the Historic Preservation Commission on February 23, 2010

According to Section 27.04(B)(5) of the Historic Preservation Ordinance, the Building Inspector or Community Planning & Development Director, as designees of the Commission, ~~shall~~ issue a Certificate of Appropriateness for the following types of work to historic structures without Commission approval. When reviewing the projects listed below, the designees shall use the Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings as a guide to determine appropriate methods and materials to complete the work. Any time there is a question regarding interpretation of this policy, or interpretation of the standards and guidelines, the proposed work shall be submitted to the Commission for approval.

### **Exterior Masonry:**

1. Cleaning of masonry according to approved methods.
2. Repointing mortar joints using mortar that is similar to the original in strength, composition, color, texture and hardness. The width and profile of the mortar joints are maintained.
3. Limited replacement of bricks or other masonry features if the same kind of material, or a compatible material, is used.
4. Repainting of historically painted surfaces does not require Commission approval if the appropriate colors are chosen, as described in the Painting section of this document.
5. Brick shall not be painted or coated with other materials such as stucco when such masonry has historically been unpainted or uncoated.
6. Replacement of veneer concrete foundation coating with veneer stone.
7. Use approved methods to prevent water damage to masonry.
8. Concrete shall not be used as a substitute for mortar in rock foundations.

### **Building Exterior-Wood:**

1. Retain and preserve wood features that are important to the historic character of the building.
2. Materials used in exterior repairs shall duplicate original wood in texture and appearance.
3. Use approved methods to prevent water damage to wood.

### **Building Exterior-Metal:**

1. Retain and preserve metal features that are important to the historic character of the building.
2. Cleaning of metal surfaces according to approved methods.
3. Use approved methods to prevent water damage to metal.

### **Building Exterior-Roofs:**

1. Re-roofing that maintains or restores the historic character of the building's roof.
2. Re-roofing that does not change roof shape, or remove or cover any decorative features of the roof or cover any portions of the building facade.
3. Chimneys not visible from the street or other public use area may be removed. Metal chimneys are prohibited.
4. Use the appropriate roofing material, such as slate, wood, clay tile or metal, according to the original historic character of the building.
5. Re-roofing may be done with asphalt, fiberglass or other rectangular composition shingles similar in appearance to 3-in-1-tab asphalt shingles when such materials do not affect the historic character of the building.
6. Re-roofing that does not involve the addition of features such as air conditioning, skylights, decks, terraces, dormers, solar collectors or other items readily visible.
7. Rubberized membranes, rolled roofing, tar-and-gravel, and other similar roofing materials may be used on flat or slightly sloped roofs.

### **Building Exterior-Windows:**

1. Use methods acceptable for rehabilitation of existing historic windows.
2. Repairs to existing historic window frames, sashes and surrounding trim, such as caulking, weatherstripping, patching and splicing, reglazing, and replacement of broken glass.
3. Replacement windows that fill the masonry or rough-framed opening and the features of the new window match those originally installed in the building.
4. If the window is being proposed as a replacement for a non-original window, then the appropriate style for the window shall be based on the style of other original windows on the building, or on historic photos of the building, if available. When neither of these options are available for comparison, the replacement window should be based on the style of original windows used in other similar buildings in Platteville.
5. The addition of storm windows where none existed originally is allowed as part of a replacement window unit. Storm windows must be painted or stained. Raw aluminum shall require Commission approval.

### **Building Exterior-Entrances and Porches:**

1. Rehabilitation of entrances and porches using acceptable methods that maintain or restore original features.
2. Storm door designs of wood and glass to match the original design on the building are encouraged. Storm doors of simple design with no stylistic reference may also be used. Storm doors with metal grills may be approved if they blend with the style of the building.



3. Storm doors must be painted or stained. Raw aluminum shall require Commission approval.

#### **Building Site:**

1. Use approved methods to prevent water damage to rock foundation walls. Examples are the maintenance or addition of gutters and downspouts, installation of drain tile along the building foundation and providing adequate site drainage.
2. Rehabilitation of features that are not missing such as walks, paths, roads, driveways and parking areas.
3. Dumpster enclosures may be installed without Commission approval as long as they are in conformance with the Dumpster Enclosure Guidelines for the Downtown Historic District, as approved on October 2014 or subsequently amended.

#### **Re-siding:**

Re-siding that replaces or covers clapboards or non-original siding on historic buildings originally sided with clapboards is allowed provided that the new siding imitates the width of the original clapboard siding to within one (1) inch and that all architectural details including, but not limited to, window trim, wood cornices, and ornament either remain uncovered or are duplicated exactly in appearance. If more than one layer of siding exists on the building, all layers except the first must be removed before the new siding is applied. If insulation is applied under the new siding, all trim must be built up so that it projects from the new siding to the same extent it did with the original siding.

#### **Painting:**

Painting a building or a building component ~~within the Main Street Commercial Historic District~~ does not require approval or the issuance of a Certificate of Appropriateness, ~~except for if the paint color is chosen from a historic color palette. Painting using other colors, and~~ the painting of a building or portion of a building that has never previously been painted, ~~requires Commission approval.~~ For example, a request to paint a brick building that has never previously been painted requires approval of the Commission and the issuance of a Certificate of Appropriateness.

~~Painting a building or a building component on other locally designated properties outside the Main Street Commercial Historic District does not require Commission approval if the building or building component is being repainted the same color, or if the paint color is chosen from a historic color palette. Painting using other colors requires Commission approval.~~

#### **Signage and Awnings:**

Signage and awnings may be installed without Commission approval as long as they are in conformance with the Commercial Historic District Signage & Awning Guidelines, as approved on August 2014 or subsequently amended.

#### **General Repair and Replacement:**

Repairs to, or limited replacement of, building materials and building components if the work uses the same materials, or compatible substitute materials, and provided that the work does not substantially change the exterior appearance of the structure or site. Repair and replacement work does not require Commission approval if the materials are similar in design, color, scale, architectural appearance, and other visual

qualities.

**Record Keeping and Reporting by Staff:**

1. Develop and maintain a file for each historic building/project as to items requested and approved. Where appropriate, before and after-completion photographs are to be included in the file. Written comments should also be provided to complement the photographs.
- ~~32.~~ ~~At a minimum~~ Staff shall provide a final report to the Historic Preservation Commission as to items requested, approved and completed for a historic building/project.
- ~~23.~~ Monthly status reports are required ~~recommended~~.

DRAFT