

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



**AGENDA**

**THURSDAY, APRIL 21, 2022 – 6:00 P.M.**

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

1. Call to Order
2. Approval of Minutes from March 15, 2022
3. Action Items:
  - a. None
4. Discussion Items:
  - a. Chapter 27 Amendments
  - b. National Alliance of Preservation Commissions Training and Membership
5. Citizen Comments
6. Announcements/Upcoming Items
7. Next Meeting Date: May 17, 2022 at 6:00 p.m.
8. Adjourn

## MINUTES

TUESDAY, MARCH 15, 2022 – 6:00 P.M.  
COUNCIL CHAMBERS IN CITY HALL – 75 N. BONSON STREET

MEMBERS PRESENT: Beth Frieders, Ken Kilian, Garry Prohaska, Lori Laufenberg  
ALTERNATES PRESENT: None  
MEMBERS ABSENT: Ben Seigel  
STAFF PRESENT: Ric Riniker, Joe Carroll  
OTHERS PRESENT: None

### Call to Order

Chairman Kilian called the meeting to order at 6:03 pm.

### Approval of Minutes – February 15, 2022

Motion by Frieders to approve the minutes. Second by Kilian. Motion to approve the minutes was approved. (Prohaska abstained)

### Action Items

- a. Certificate of Appropriateness – 125 W. Main Street Signage

The request is to install signage for the IDEA Hub Accelerator, which will be locating in the building. The signage will consist of a new metal projecting sign to be located on the existing bracket, and a vinyl cling on the window and a vinyl cling on the door. This sign is 3' x 3' and the bracket was previously approved and used for two previous signs.

Prohaska stated that the signage would not conform to the signage guidelines based on the placement of the projecting sign. He thinks it would block an architectural feature, but he didn't think it should be a big deal since it is replacing an existing feature. Carroll and Frieders both disagreed with his interpretation of the guidelines. Riniker asked for more specifics as to why this sign wouldn't meet the guidelines. Riniker asked where on the building it could be placed that would be better than where it is now. No better location was suggested, and it was unclear what feature was being blocked.

Kilian asked what the logo on the sign meant. What is the significance of the image? Nobody was sure what the design meant.

Motion by Frieders to approve the signage. Second by Laufenberg. Motion approved.

- b. Reschedule April Meeting.

There is a conflict with the next regular meeting date and the Council reorganizational meeting. The consensus was to meet on Thursday, April 21<sup>st</sup> at 6:00 p.m.

### Discussion Items

- c. Proposed Chapter 27 amendments.

The review started again at Section 27.06 Procedures. There were some suggested changes:  
Include a Class 1 notice under 27.06

Change the language so the Commission can either recommend approval or denial.  
The requirement for the ¾ vote to approve will be revisited.  
Review stopped at end of 27.06(A).

**Citizen Comments**

None

**Announcements/Upcoming Items**

Prohaska mentioned the CAMP training in April.

**Next Meeting Date** April 21, 2022 at 6 pm.

**Adjourn**

Motion by Prohaska to adjourn. Second by Laufenberg. Motion approved. Meeting adjourned at 7:03 p.m.

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

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

DRAFT

## CHAPTER 27

### HISTORIC PRESERVATION

**27.01 PURPOSE AND INTENT.** It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements or sites of special character or special architectural, archeological or historic interest or value is a public necessity and is required in the interest of the health, prosperity, safety and welfare of the people and the community. The purpose of this section is to:

- A. Effect and accomplish the protection, enhancement, and preservation of such improvements, sites and districts which represent or reflect elements of the City of Platteville's cultural, social, economic, political and architectural history.
- B. Safeguard the City of Platteville's historic, prehistoric and cultural heritage, as embodied and reflected in such historic structures, sites, and districts.
- C. Stabilize and improve property values, and enhance the visual and aesthetic character of the City of Platteville.
- D. Protect and enhance the City of Platteville's attractions to residents, tourists and visitors, and serve as a support and stimulus to business and industry.

**27.02 DEFINITIONS.** The definitions shall be as follows:

- A. *Commission* means the Historic Preservation Commission created under this section.
- B. *Improvement* means any building, structure, place, work of art or other object constituting a physical betterment of real property, or any part of such betterment, including streets, alleys, sidewalks, curbs, lighting fixtures, signs and the like.
- C. *Certificate of Appropriateness* means the certificate issued by the Commission approving alteration, rehabilitation, construction, reconstruction, demolition, or general site compatibility of a local historic structure, local historic site or any improvement in a local historic district.
- D. *National Historic District* means a district that is listed on the National Register of Historic Places as maintained by the National Park Service in the U.S. Department of the Interior.

- E. *State Historic District* means a district that is listed on the State Register of Historic Places, as maintained by the Division of Historic Preservation at the Wisconsin Historical Society.
- F. *Local Historic District* is an area designated by the Common Council, following the procedures set forth in this Chapter, that contains two or more historic improvements or sites.
- G. *Local Historic Site* means any parcel of land of historic significance due to a substantial value in tracing the history or prehistory of man, or upon which a historic event has occurred, and which has been designated as a historic site under this section, or an improvement, parcel, or part thereof, on which is situated a historic structure and any abutting improvement, parcel, or part thereof, used as and constituting part of the premises on which the historic structure is situated.
- H. *Local Historic Structure* means 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 of Platteville, state or nation and which has been designated as a historic structure pursuant to the provisions of this chapter.
- I. *Parcel* means a portion of land having its own tax parcel identification number.

**27.03 HISTORIC PRESERVATION COMMISSION COMPOSITION.** A Historic Preservation Commission is hereby created, consisting of five (5) regular members and two (2) alternates, ~~who shall be City residents.~~ Each member shall have, to the highest extent practical, a known interest in historic preservation. Of the membership, one shall be an alderperson; at least two shall be either the owner of property that has been designated locally historic or the owner of a property or business located within the Main Street Commercial Historic District; and the remaining members shall be City residents. ~~Of the resident members, regular membership, if available, effort will be made to include one shall be a registered architect, one shall be a historian, one shall be a licensed real estate broker, or persons that have skill sets and experience applicable to historic preservation; one shall be an alderperson; and one shall be a citizen member.~~ The alternate members shall be citizen members. The Council President shall appoint the members subject to confirmation by the Common Council. The term of the alderperson shall be for the length of the aldermanic term one year, and the other members shall serve staggered three-year terms. Terms shall expire May 1 of each year. Initially, the term of the citizen shall be one year, the term of the licensed real estate broker shall be two years and the terms of the registered architect and the historian shall be three years. Thereafter, three year terms shall be established for all members, except the alderperson.

The alternate members shall receive agendas for all meetings, but will vote only in the absence of a regular member. Three members are needed to establish a quorum, and three affirmative votes are needed to approve any request.

A member, with the exception of the alderperson, on completion of his or her second term shall not be eligible for reappointment as a regular or alternate member thereon until at least a period of one year shall have intervened between said terms. ~~as such member, but this provision shall not apply to a member who fills the unexpired term of a previous member. Persons that have served two consecutive terms may be appointed as an alternate member, but then must take one year off before being reappointed.~~

#### 27.04 POWERS AND DUTIES.

- A. Designation. The Commission shall have the power, subject to Section 27.05 and 27.06, to recommend the designation of local historic structures and local historic sites and to recommend designation of historic districts within the City limits of the City of Platteville. Such designations shall satisfy the requirements of Section 27.05(B). Local historic structures, sites and districts shall require the approval of the Common Council. Once designated, such local historic structures, sites and districts shall be subject to all the provisions of this ordinance.
- B. Regulation of Construction, Reconstruction, Alteration and Demolition.
1. An owner or person in charge of a local historic structure, local historic site or structure within a local historic district shall not reconstruct, alter or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties or cause or permit any such work to be performed upon such property or demolish such property unless a Certificate of Appropriateness has been granted by the Historic Preservation Commission. The Building Inspector shall not issue a permit for any such work until a Certificate of Appropriateness has been approved by the Commission. Demolition of such property shall also require approval by the Plan Commission and the Common Council.
  2. Upon filing of any application for a Certificate of Appropriateness with the Commission, the Commission shall approve the application unless:
    - a. In the case of a designated local historic structure or local historic site, the proposed work would detrimentally change, destroy or adversely affect any exterior feature of the improvement or site upon which said work is to be done;
    - b. In the case of the construction of a new improvement upon a historic site, within a local historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within the district;
    - c. In the case of any property located in a local historic district, the proposed construction, reconstruction, exterior alteration or demolition

does not conform to the purpose and intent of this section and to the objectives and design criteria of the historic preservation plan for said district;

- d. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the City of Platteville and state;
  - e. In the case of a request for the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.
3. If the Commission determines that the application for a Certificate of Appropriateness and the proposed changes are consistent with the character and features of the property or district, it shall issue the Certificate of Appropriateness. The Commission shall make the decision within forty-five (45) days of the filing of the application.
  4. The issuance of a Certificate of Appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City of Platteville. A building permit or other municipal permit shall be invalid if it is obtained without the presentation of the Certificate of Appropriateness required for the proposed work. The property owner shall ensure that the necessary permits are obtained for the property.
  5. Ordinary building maintenance and other work that involves repairs to existing features of a historic structure or site, or the replacement of elements of a structure or site with pieces similar in appearance may be undertaken without the approval of the Commission. A Certificate of Appropriateness is still required for this work,; however, the work shall be approved by the Building Inspector or Community ~~Planning and~~ Development Director as designees of the Commission. The types of projects that can be approved by these designees shall be described in a written policy and adopted by the Commission. Unless the Commission or the designee(s) approves a Certificate of Appropriateness, a building permit shall not be issued for any such work.

C. Standards and Guidelines. The Commission shall use the following documents to assist with making decisions when reviewing changes to locally designated properties:

1. The Secretary of the Interior's Standards for Rehabilitation.
2. Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings.
3. Platteville Downtown Design Standards.

4. Commercial Historic District Signage & Awning Guidelines.
5. Dumpster Enclosure Guidelines for the Downtown Historic District.

D. Criteria. In making a determination whether to issue or deny a Certificate of Appropriateness, the Historic Preservation Commission shall consider, among other things, the effect of the proposed construction, alteration, removal or demolition upon historic, aesthetic or architectural value, characteristics and significance of the structure, site, neighborhood and/or district. The criteria to be used by the Commission in making its determination shall include, but shall not be limited to:

1. The maintenance of the significant original qualities or character of the structure or property, including, if significant, its landscape. The removal or alteration of any historic or distinctive architectural features shall be avoided.
2. The compatibility of the architectural style and design detailing the proposed construction, alteration, addition or repair with the original architecture of the landmark or styles within the historic district.
3. The compatibility of the general design, arrangement, scale, texture or materials of the construction or alteration, with the historic, aesthetic or architectural values, characteristics and significance of the historic district and/or landmark.
4. The relationship of the location of the construction, alteration, or demolition to the streets, public or semipublic ways and any other improvement or property within a historic district.
5. Whether, in the case of a designated historic site or structure within an historic district, the proposed work would detrimentally change, destroy or adversely affect any exterior architectural feature of the improvement upon which such work is to be done.
6. Whether, in the case of the construction of a new improvement upon an historic site, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site.
7. Whether construction, alteration and demolition are done in accordance with the following:
  - a. All buildings, structures, and sites are recognized as products of their own time, and alterations have a historical basis.



- b. Such exterior physical changes as 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. Because these changes may have acquired significance in their own right, this significance should be recognized and respected.
- c. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site are treated with sensitivity.
- d. Deteriorated architectural features are repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material need not be identical to but should match the material being replaced in composition, design, color, texture and other visual qualities.
- e. The surface cleaning of structures is undertaken with the gentlest means possible. Abrasive cleaning and other cleaning methods that will damage the historic building materials should not be undertaken.
- f. Every reasonable effort will be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
- g. Contemporary design for alterations and additions to existing properties is undertaken in such a manner that it does not destroy significant historical, architectural or cultural materials, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment as outlined:
  - i. Height. The height of the proposed structure or additions or alterations should be compatible with surrounding structures.
  - ii. Proportions of structure's front façade. The proportions and relationships between the width and height of the proposed structure should be compatible with nearby structures.
  - iii. Proportions of openings into facility. The proportions and relationships between doors and windows should be compatible with existing structures.

- iv. Relationship of building masses and spaces. The relationship of a structure to the open space between it and adjoining structures should be compatible.
  - v. Roof shapes. The design of the roof should be compatible with adjoining structures.
  - vi. Landscape and appurtenances. Landscaping and the use of appurtenances should be sensitive to the individual structures, its occupants and their needs. Further, the landscape treatment should be compatible with surrounding structures and landscapes.
  - vii. Scale of structure. The scale of the structure should be compatible with surrounding structures.
  - viii. Directional expression of front elevation. Street façades should blend with other structures with regard to directional expression. When adjacent structures have a dominant horizontal or vertical expression (cornices, transom details), this should be carried over and reflected.
  - ix. Architectural details. Architectural details and materials should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of that area.
- h. Wherever possible, new additions or alterations to structures should be done in such manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would not be impaired.

EC. Appeals. The Commission shall, with the cooperation of the applicant, work with the applicant in an attempt to obtain a Certificate of Appropriateness within the guidelines of this ordinance. Should the Commission choose to not issue a Certificate of Appropriateness due to the failure of the proposal to conform to the guidelines, the applicant may appeal such decision to the Common Council within thirty (30) days. The Commission's decision to not issue a Certificate of Appropriateness within forty five (45) thirty (30) days of the filing of the application shall be deemed a denial of the request, which may be appealed as provided herein. ~~The Commission shall, with the cooperation of the applicant, work with the applicant in an attempt to obtain a Certificate of Appropriateness within the guidelines of this ordinance.~~ Upon the Denial of a Certificate of Appropriateness, the applicant may request to have the appeal placed on the next available Common Council agenda following the standard Council procedures. The applicant shall file a written appeal with the Community Development Director specifying the grounds for such an appeal, and which shall be submitted no later than thirty (30) days from the date of the decision of the Historic Preservation Commission. Such a request to reverse the decision of the

Commission may be approved following a majority vote of the Common Council. may be appealed following the procedures described in Section 17.06(A).

FD. Recognition of Historic Structures, Sites and Districts. At such time as a historic structure, site or district has been properly designated, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property a suitable plaque declaring that such property is a historic structure, site or district.

## **27.05 NOMINATIONS FOR DESIGNATION OF LOCAL HISTORIC STRUCTURE, HISTORIC SITE AND HISTORIC DISTRICT AND DESIGNATION CRITERIA.**

- A. Nominations for local historic structure, historic site and historic district designations, or requests to rescind a designation, shall be made as follows:
1. Local Historic Structure of Historic Site.
    - a. The owner of a property may nominate that property for designation at any time by submitting a completed nomination form and any appropriate documentation.
    - b. Any member(s) of the Historic Preservation Commission may nominate a property for designation if the member is of the opinion that the property may meet the criteria in Section 27.05(B). A completed nomination form and any appropriate documentation must be submitted.
  2. Local Historic District.
    - a. The nomination process for designation of a local historic district shall be considered by the Commission upon receipt of a written petition signed by the owners of a majority of the parcels within the proposed district. Each parcel included in the proposed district shall be allowed one (1) vote, and all of the owners of the parcel must sign the petition for the parcel to be counted as a vote in favor. Upon receipt of such a petition, the procedures described in Section 27.06 shall apply.
    - b. The Commission may begin the nomination process for designation of a local historic district at any time. However, the public hearing required in Section 27.06 shall not be scheduled until a written petition signed by the owners of a minimum of eighty percent (80%) of the parcels within the proposed district is provided. Upon receipt of such a petition, the procedures described in Section 27.06 shall apply.
- B. For purposes of this ordinance, a local historic structure, historic site, or historic district 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 of Platteville such as historic structures, sites, or districts which:

1. Exemplify or reflect the broad cultural, political, economic or social history of the nation, state or community; or
2. Are identified with historic personages or with important events in national, state, or local history; or
3. Embody the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship; or
4. Are representative of the notable work of a master builder, designer or architect who influenced his age; or
5. Have yielded, or may be likely to yield, information important to prehistory or history.

#### 27.06 PROCEDURES.

##### A. Designation of Local Historic Structures and Local Historic Sites.

1. Upon receipt of a nomination under 27.05(A), the Commission shall, after notice, schedule a public hearing to consider the designation of local historic structures and local historic sites, ~~or to rescind such designation or recommendation.~~ At least ten (10) days prior to such hearing, the Commission shall notify the owners of record, as listed in the office of the City of Platteville's assessor, who are owners of property in whole or in part situated within two hundred (200) feet of the boundaries of the property affected.
2. The Commission shall then conduct such public hearing and, in addition to the notified persons, may hear expert witnesses. The Commission may conduct an independent investigation into the proposed designation ~~or rescission.~~ Within ten (10) days after the close of the public hearing, the Commission may, after application of the criteria in Section 27.05(B) above, recommend to the Common Council the designation of the property as either a local historic structure, or a local historic site, ~~or recommend to rescind the designation.~~
3. The Common Council, upon receipt of the recommendation from the Historic Preservation Commission, shall either designate or reject the local historic structure or local historic site, ~~or rescind such a designation.~~ Such action shall

not become effective except by the favorable vote of three-fourths (3/4) of the entire membership of the Common Council. After the designation ~~or rescission~~ has been made, notification shall be sent to the property owner or owners. Notification shall also be given to Platteville's Plan Commission.

B. Designation of Local Historic District.

1. Upon receipt of a petition described in Section 27.05(A), the Commission shall prepare a historic preservation plan for the proposed district. A Local Historic District may be designated for any geographic area of particular historic, architectural or cultural significance to the City of Platteville, after application of the criteria in Section 27.05 above. Each historic preservation plan prepared for or by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the proposed district, the specific guidelines for preservation, and a statement of preservation objectives.
2. Review and Adoption Procedure.
  - a. Historic Preservation Commission. The Historic Preservation Commission and the City Plan Commission shall hold a joint public hearing when considering the plan for a Local Historic District. Notice of the time, place and purpose of the public hearing shall be sent by the City Clerk to the owners of record, as listed in the office of the City Assessor, who are owners of the property within the proposed Local Historic District or are situated in whole or in part within two hundred (200) feet of the boundaries of the proposed Local Historic District. Said notice is to be sent at least ten (10) days prior to the date of the public hearing. Following the public hearing, the Historic Preservation Commission and the City Plan Commission shall each vote to recommend, reject or withhold action on the plan.
  - b. The Common Council. The Common Council, upon receipt of the recommendations from the Historic Preservation Commission and the City Plan Commission shall hold a public hearing, notice to be given as noted in subparagraph a. above and shall, following the public hearing either designate or reject the Local Historic District. Designation of the Local Historic District shall constitute adoption of the plan prepared for that district and direct the implementation of said plan.
  - c. If the petition described in Section 27.05(A)(2)(b) is signed by the owners of a minimum of eighty percent (80%) but less than one hundred percent (100%) of the parcels within the proposed district, such district shall not become effective except by the favorable vote of

three-fourths (3/4) of the entire membership of the Common Council. If the petition is signed by one hundred percent (100%) of the property owners within the proposed district, such district shall become effective upon a simple majority vote. Nominations for a local historic district begun under Section 27.05(A)(2)(a) become effective upon a simple majority vote.

~~3. Amendment. A property owner or the City may seek an amendment of the designation of a property as a historic site, historic structure or its inclusion in a historic district. Consideration of an amendment shall be commenced by written request filed with the Historic Preservation Commission. The notice and public hearing requirements for the establishment of a historic site, structure or historic district shall be followed with respect to consideration of the amendment. Following the public hearing, the Historic Preservation Commission shall make a recommendation to the Common Council regarding the amendment of the designation. The Common Council will then take final action on the amendment.~~

C. Voluntary Restrictive Covenants. The owner of any historic structure or site may, at any time following such designation of the property, enter into a restrictive covenant on the subject property after negotiation with the Commission. The Commission may assist the owner in preparing such covenant in the interest of preserving the structure or site. The owner shall record such covenant in the office of the Grant County Register of Deeds, and shall notify the City Assessor of such covenant and the conditions thereof.

D. Rescinding A Local Designation.

1. Application process.

a. Rescind a local historic structure or site designation. The property owner or owner's agent in charge of a local historic structure or site shall submit a written request to rescind a local historic structure or site designation to the Community Development Director.

b. Rescind a local historic district designation. The majority (greater than fifty percent (50%)) of the property owners and/or owner's agents in charge of a contributing structure shall submit a written request to rescind a local historic district designation to the Community Development Director.

2. Public Hearing at Historic Preservation Commission.

a. Notice of public hearing to rescind a local historic structure or site designation, or local historic district designation shall be given by a

- Class 2 notice. The notice of public hearing shall identify the purpose, date, time and place of the public hearing.
- b. At least fourteen (14) days prior to such hearing, the Community Development Director shall mail the public hearing notice to the owners of record, and owners of property in whole or in part situated within a one hundred (100) foot radius of the local historic structure, local historic site or local historic district.
  - c. The Historic Preservation Commission shall then conduct such public hearing, and in addition to the notified persons, may hear expert witnesses and review records as it deems necessary.
3. Action by the Historic Preservation Commission. After the close of the public hearing, the Historic Preservation Commission shall either recommend approval or denial of the proposed rescission to the Common Council. Grounds for rescinding or altering the designation are as follows:
- a. Evidence has been presented showing that modifications and alterations to the structure have eliminated the distinctive architectural features that warranted its designation.
  - b. The property has ceased to meet the criteria for designation because the qualities which caused it to be originally designated have been lost or destroyed.
  - c. New evidence or documentation has been presented disproving the information upon which the property was originally designated.
  - d. Additional information or documentation has been presented to show conclusively that the property does not possess sufficient significance to meet the designation criteria.
  - e. Evidence has been presented to show there was professional error in the designation.
  - f. Evidence has been presented to show there was prejudicial procedural error in the designation process.
4. Action by the Common Council.
- a. After receiving and reviewing the report and recommendation of the Historic Preservation Commission the Common Council shall either approve, deny, or postpone the proposed application to rescind a local historic site designation, a local historic structure designation or a local

historic district designation, or refer the matter back to the Historic Preservation Commission.

**27.07 INTERIM CONTROL.** No building permit shall be issued by the Building Inspector for the exterior alteration or construction of, or the demolition or removal of, a nominated historic structure, historic site, or any property or structure within a nominated historic district from the date of the meeting of the Historic Preservation Commission at which a nomination form is first presented until the final disposition of the nomination by the Historic Preservation Commission or the City Council unless such alteration, removal or demolition is authorized by formal resolution of the City Council as necessary for public health, welfare or safety. In no event shall the delay be for more than ninety (90) days.

**27.08 SEPARABILITY.** If any provision of this chapter or the application thereof to any person or circumstances is held invalid, the remainder of this chapter and the application of such provisions to other persons or circumstances shall not be affected thereby.

**27.09 LOCAL HISTORIC DESIGNATION.** The City designated Platteville's Main Street Commercial Historic District, listed on March 9, 1990, in the National Register of Historic Places, as a local Historic Preservation District. The Historic Preservation Commission has also designated the following individual properties as historic structures or sites:

- 315 W. Main Street – designated as a local historic property on 9/29/2003
- 25 W. Gridley (formerly 150 S. Chestnut) – designated as a local historic property on 10/13/2003
- 480 N. Third Street – designated as a local historic property on 7/19/2004
- 130 N. Hickory Street – designated as a local historic property on 7/19/2004
- 180 Bayley Avenue – designated as a local historic property on 1/31/2005
- 230 Bayley Avenue – designated as a local historic property on 1/31/2005
- 185 Bayley Avenue – designated as a local historic property on 2/22/2005
- 280 Division Street – designated as a local historic property on 11/27/2018
- Indian Park – 500 block of N Court Street and N Fourth Street – designated as a local historic site property on 10/27/2020

**27.50 PENALTIES FOR VIOLATIONS.** (a) Forfeiture Penalty. The penalty for violation of any provision of this Chapter shall be a forfeiture as hereinafter provided, together with the costs of prosecution and any penalty assessment imposed by Wisconsin Statutes.

(b) Forfeiture Schedule. The penalty for violation of any provision of this Chapter shall be as set forth on the forfeiture schedule adopted by Section 1.10 of this Code. (NEED TO AMEND SECTION 1.10)





## Wisconsin Historic Preservation Commission CAMP Training April 6-7, 2022 Agenda

### Wednesday | 12:00pm – 3:45pm

**Legal Basics** - The strongest defense commissions have against accusations of arbitrary and capricious decisions is to consistently follow established review procedures. This workshop covers the legal basis for commission operation. Workshop leaders will provide an overview of procedural due process, takings, appeals, property rights, and economic hardship. Participants will examine common preservation legal issues and acquire tools to improve decision-making and build a defensible record.

**Standards and Guidelines for Design Review** - This workshop gives participants an understanding of the relationship between Federal Standards and local design guidelines. Workshop leaders will guide participants through the origin and development of a variety of preservation-based review standards and guidelines. Through case studies, participants will distinguish between the four treatments under Secretary of the Interior's Standards and understand how the treatments work within the framework of local design guidelines. Participants will also compare the application and the inherent flexibility of the Secretary of the Interior's Guidelines for Rehabilitation.

**Envisioning Infill Design** - The Secretary of Interior Standards call for new construction to be differentiated but compatible. But what does that really mean? How close can you go without running afoul of the Standard's warning against creating a false sense of history? How truly modern can you go and still be compatible? There is a wide spectrum of compatibility and most communities fall somewhere between the two extremes. This session will help you to find your community's place on this spectrum. It is especially useful for commissions that have few architects/designers, do not have frequent infill applications, or are struggling with infill review.



WISCONSIN  
HISTORICAL  
SOCIETY



**Thursday | 9:00AM – 12:45PM**

**Meeting Procedures** – How a local commission conducts its meetings is critical to maintaining its credibility and reputation. It is also critical to avoiding legal challenges. In this session, participants will learn to work within the legal framework of state law and local statutes and how to establish clear rules of procedure to ensure a defensible decision-making process. Beyond legal considerations, participants will learn how professionalism, courtesy, and consistency build support for the commission and its work.

**Preservation Planning for Local Commissions** – A preservation commission is most effective when its work is a part of the larger local planning process. Good planning can also strengthen grant applications and bring in money to the community. Using successful plans from around the country, this workshop covers the essential elements of preservation planning and how to integrate preservation as part of a broader planning effort -- not just an addition to it. The workshop will involve an overview of Certified Local Government benefits and responsibilities for preservation planning. Working with various types of plans and data requirements, participants will learn innovative techniques to involve the community and stakeholders; explore successful implementation techniques to assign responsibilities and to track performance measures.

**Building Public Support for Preservation** - Historic preservation commissioners tend to get bogged down in the day-to-day administration of the local ordinance and forget that one of their major responsibilities is to be effective representatives for historic preservation in their community. This session helps participants communicate effectively with a wide range of audiences, build support for designations, defend sometimes unpopular decisions and deal with reluctant elected officials. Workshop leaders will also offer creative suggestions for promoting historic preservation in the community.



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As a member of the National Alliance of Preservation Commissions, you become part of a national network of historic preservation commissions, boards of architectural review, municipal staff, local and state preservation nonprofits, and everyday residents of historic districts who value their historic resources.

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The NAPC network provides support, resources, and assistance from other commissions and members. You will benefit from the ideas and experiences of local communities throughout the United States working to protect historic districts and landmarks through local legislation. Learn more about member benefits.

— [Membership for Communities and Organizations](#)

Membership at these levels includes all commission members and staff. Please email a complete list with each name, mailing address, e-mail, and phone number to [director@napcommissions.org](mailto:director@napcommissions.org).

- \$50
  - Commissions: Municipal/county population less than 5,000
  - Local nonprofit organizations
- \$100
  - Commissions: Municipal/county population of 5,000 to 50,000
  - Regional or state wide nonprofit organizations
- \$150

- o Commissions: Municipal/county population greater than 50,000
- o State Historic Preservation Offices
- o Federal Agencies
- o National Nonprofit Organizations

+ Membership for Individuals

+ Professional Network

+ Premium Memberships

If you prefer to mail in your membership, download either the new member form or the membership renewal form.

## Membership Benefits

- *The Alliance Review*, our quarterly publication filled with timely articles that cover the issues local commissions and staff are dealing with on the front lines.
- Access to NAPC-L, NAPC's discussion group that connects you to local preservation commission members, staff and others across the United States.
- Ongoing online training opportunities for members only or free or reduced cost webinar training opportunities.
- Early access to information about FORUM, NAPC's biennial conference for local preservation commissions and staff.
- Access to a resource library of technical information related to historic preservation commissions.
- A voice for your commission in Washington, DC, with our national partners.

STEPHANIE PAUL,  
EXECUTIVE DIRECTOR

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# NATIONAL ALLIANCE *of* PRESERVATION COMMISSIONS

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*Our Mission: To build strong local preservation programs and leaders through education, training and advocacy.*

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The National Alliance of Preservation Commissions was founded in 1983 in response to amendments to the National Historic Preservation Act of 1966. These



amendments provided financial assistance to local governments that met requirements of the Certified Local Government program, including the establishment of a local preservation ordinance and commission.

NAPC was formed to provide a forum for commissions to discuss mutual problems and to serve as a national voice representing the particular needs of commissions.



NAPC provides technical support and manages an informati network to help local commissions accomplish their preservation objectives. Our established education and training programs, including our biennial

FORUM conference and Commission Assistance and Mentoring Program (CAMP®), have provided essential training to thousands of commission members and municipal staff.

NAPC also serves as an advocate at federal, state and local levels of government to promote policies and programs that support preservation commission efforts, thanks in part to collaboration with our partner organizations in Washington, D.C.

STEPHANIE PAUL, EXECUTIVE  
DIRECTOR

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