

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Historical Preservation Commission
DATE OF MEETING: December 17, 2015 (Thursday)
PLACE OF MEETING: City Hall – 415 Main Street (Room 112)
TIME OF MEETING: 4:00 P.M.

PURPOSE OF MEETING

1. Call to Order and roll call.
2. Approval of minutes from the previous meetings: June 18 & October 15, 2015
3. Public Input: (limited to 3 minutes/individual)

Consideration and possible action on the following items:

4. Consideration of a request for a Certificate of Appropriateness for work completed at the Lumber Baron Inn located at 421 2nd Avenue North, Onalaska, WI 54650 (Tax Parcel 18-510-0).
5. Consideration of 2016 Historic Preservation Commission Meeting Schedule.
6. Adjournment

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

NOTICES MAILED TO:

Mayor Joe Chilsen
Ald. Jim Binash
Ald. Jim Olson
Ald. Bob Muth.
Ald. Jim Bialecki
*Ald. Harvey Bertrand - Chair
Ald. Barry Blomquist
City Attorney Dept Heads Charter Com. WXOW
La Crosse Tribune Onalaska Holmen Courier Life
WIZM WKTY WLXR WKBH WKBT WLSU
*Committee Members

*Sandy Whiteman – Vice Chair
*Gary Lass
*Jim Nelson
*Nancy Tolvstad
*Jon Grider
*Vacant

Date Notices Mailed and Posted 12-11-15

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.



CITY OF ONALASKA

Agenda Item:

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STAFF REPORT

Historic Preservation Commission – December 17, 2015

Agenda Item:

Consideration of a request for a Certificate of Appropriateness for work performed at a designated historic structure for the Lumber Baron Inn located at 421 2nd Avenue North, Onalaska, WI 54650 (Tax Parcel 18-510-0).

Background:

City Staff recently became aware of new siding, windows, and doors on the eastern façade of the carriage house at 421 2nd Avenue North. This structure has been designated as a Local Historic Structure by the City of Onalaska and is also on the State and National Register of Historic Places.

Structures that have been designated by the City of Onalaska as historic structures need to have approval the City of Onalaska's Historic Preservation Commission for all exterior improvements to the building, which includes signage, to ensure that the building retains its historic character.

Requested Action:

Historic Preservation Commission to review and consider a Certificate of Appropriateness Application for the work completed at 421 2nd Avenue North, Onalaska in conformance with Section 13-8-55(a) attached.



City of Onalaska Planning & Zoning, 415 Main Street, Onalaska, WI 54650

CERTIFICATE OF APPROPRIATENESS APPLICATION

A Certificate of Appropriateness is required for modifications of any structure designated as a Historic Structure by the City of Onalaska Historic Preservation Commission and Common Council. Please submit the following for City review and approval. Submittal of a complete application will ensure the timely processing of your Certificate of Appropriateness: There is no permit fee for this application.

- ➡ **Completed Application Form**
- ➡ **Overview / Letter that describes the proposed project.**
For changes to the structure, list material types, square footages, and all alterations.
- ➡ **Site Sketch/Photographs of Proposed Exterior Structural Changes**

The issuance of a Certificate of Appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City of Onalaska. A building permit or other municipal permit shall be invalid if it is obtained without the presentation of a Certificate of Appropriateness required for the proposed work. Work as described for the Certificate of Appropriateness shall be started within twelve (12) months from the issuance of the certificate and the work shall conform to the provisions of the certificate. Failure to comply with a Certificate of Appropriateness or to obtain a Certificate of Appropriateness shall be a violation of the Zoning Ordinance. Any changes to the work scope shall receive prior approval by the Historic Preservation Commission and the Planning/Inspection Departments.

Brief Description of Project:

-removed three garage doors
 -added two windows
 -restored eastern facade w/doors and windows
 -raised carriage house 14 inches (chases in stable)
 ↳ basement

Property Owner: Keni Sandy Berg
Contact Person:
Property Address: 421 2nd Ave N.
City, State, Zip: ONALASKA, WI 54650
Phone Number: 608-781-8438
Email: SANDY@LUMBER@ONALASKA.WI.COM Primary Contact

Applicant:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: Primary Contact

Proposed construction, reconstruction, alteration, and/or demolition must meet the requirements of the City of Onalaska's Zoning Ordinance. I, the undersigned, have read and will comply with applicable City Ordinances. I understand that violations may result in permit revocation, daily issuance of infraction or administrative citations.

Signature of Applicant: *Sandra Sue Berg*

Date: 12-10-15

Signature of Property Owner:

Date:

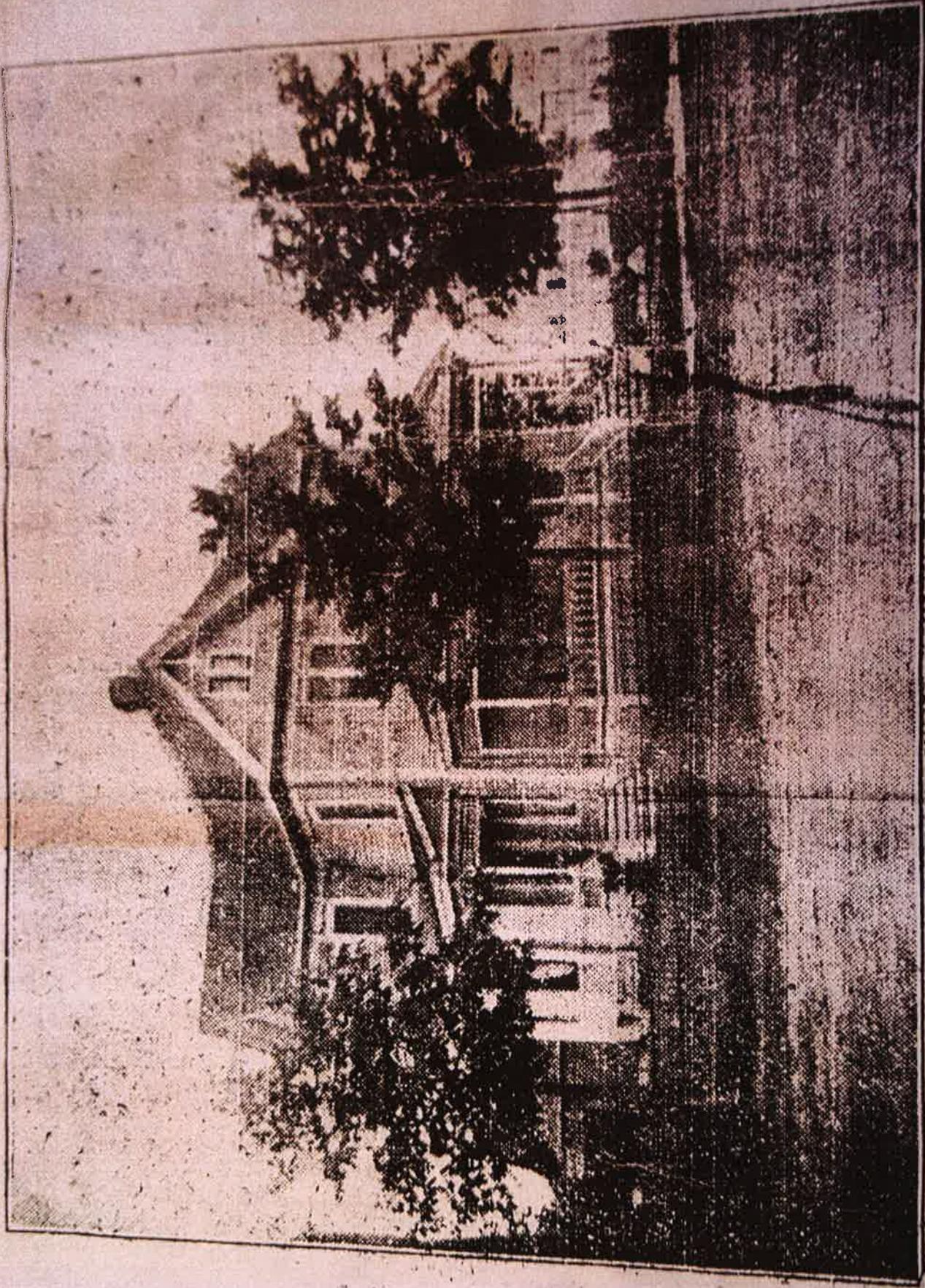
OFFICE USE ONLY:

Date Submitted:

Application Received By:

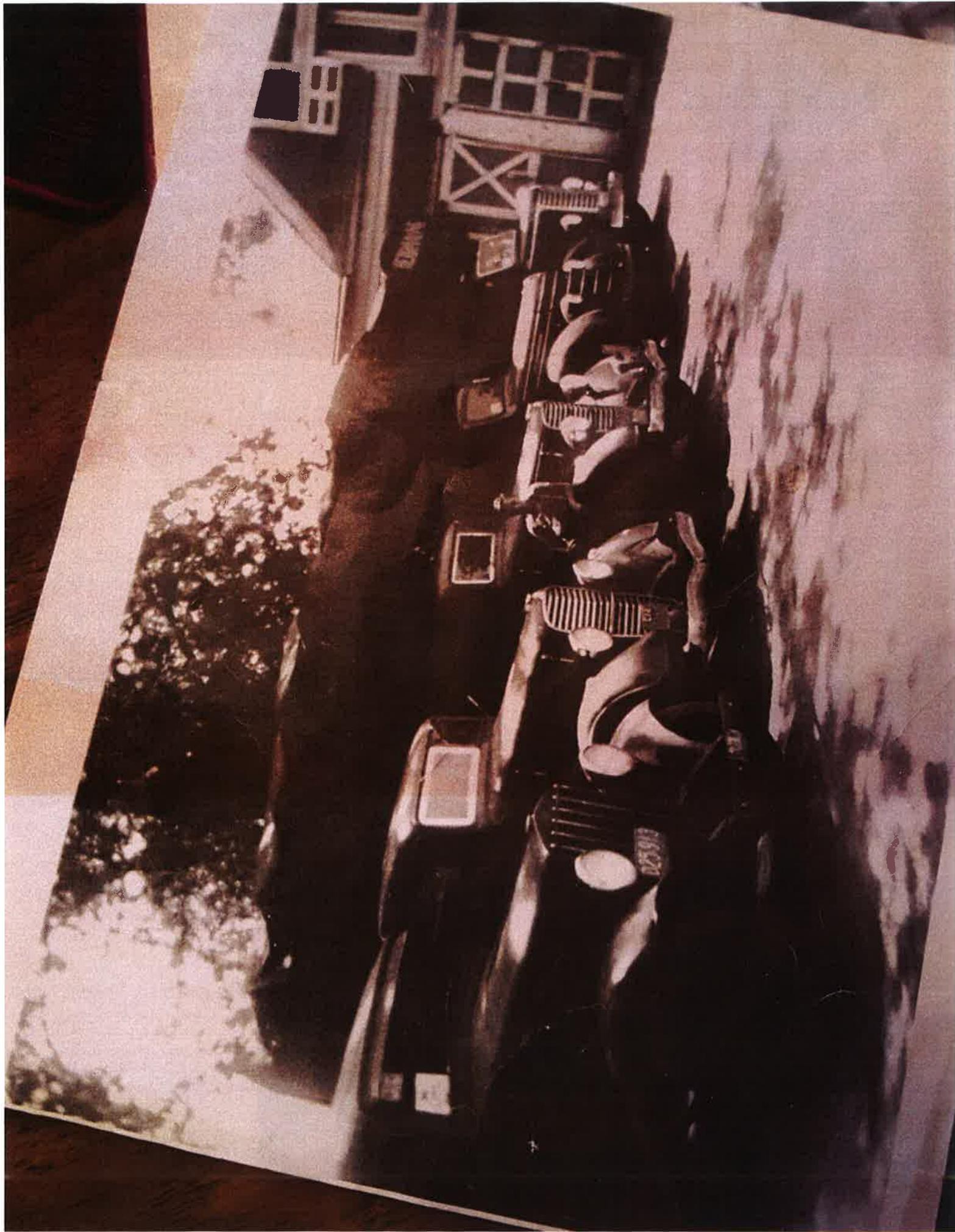
Date Permit/s Issued:





RESIDENCE, FRANK E. NICHOLS.

6/13/1896 De Grove Realty Press



**CHAPTER 8
DEVELOPMENT REVIEW PROCEDURES**

Part 8: Historic Preservation

Article I – Historic and Archaeological Preservation

Sec. 13-8-55 Certificate of Appropriateness Application.

(a) Regulation of Construction, Reconstruction, Alteration and Demolition.

- (1) No other person in charge of an architecturally significant designated structure within an Historic Preservation District shall 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. Also, unless such certificate has been granted by the Commission, the Building Inspector shall not issue a permit for any such work.
- (2) Owners of non-designated properties having contiguity to a parcel having an architecturally significant designated structure within an historic preservation district shall be subject to the same permanent requirements as architecturally significant designated structures.
- (3) 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 historic structure or 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, or within a 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 historic district, the proposed construction, reconstruction, exterior alteration or demolition does not conform to the purpose and intent of this Chapter 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 Onalaska;
 - 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;
 - f. The building or structure is of such old, unusual or uncommon design, texture, and/or materials that it could not be reproduced

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- without great difficulty and/or expense;
 - g. In the case of a request for the demolition of a deteriorated building or structure, any hardship or difficulty claimed by the owner is self-created or the result of any failure to maintain the property in good repair;
 - h. The owner of the property submits information that the denial of the Certificate of Appropriateness will deprive the owner of all reasonable use of, or economic return on, the property.
- (4) In addition, in determining whether to issue a Certificate of Appropriateness, the Commission shall consider and may give decisive weight to any or all of the following standards:
- a. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
 - b. Most properties change over time; those changes that have acquired historical significance in their own right shall be retained and preserved.
 - c. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
 - d. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
 - e. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
 - f. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment.
 - g. The benefit of the preservation of a historic site, structure or site within the Historic Preservation District to reach the goals of a City master plan such as a Downtown Redevelopment Plan as adopted by the Common Council.
- (5) 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 this decision within forty-five (45) days of the filing of the application.
- (6) The issuance of a Certificate of Appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City. 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.
- (7) Ordinary maintenance and repairs may be undertaken without a Certificate of Appropriateness provided that the work involves repairs to existing features of a historic structure or site or the replacement of elements of a structure with pieces identical in appearance and

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provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.

- (8) Every person in charge of an improvement on a historic site or designated structure in a historic district shall keep in good repair all of the exterior portion of such improvement and all interior portions thereof which, if not so maintained, may cause or tend to cause the exterior portions of such improvements to fall into a state of disrepair.
- (b) **Appeals.** Should the Commission fail to 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. In addition, if the Commission fails to issue a Certificate of Appropriateness, 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 Chapter.
- (c) **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 at City expense, a suitable plaque declaring that such property is a historic structure, site or district.

CITY OF ONALASKA MEETING SCHEDULE - 2016

Historic Preservation Commission

Historic Preservation Commission Meetings (4:00 P.M.)
March 17 th
July 21 st
October 20 th

*Note: Additional meetings may be necessary and will be scheduled as needed.