

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**

**Village of New Glarus  
Historical Preservation Commission  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
September 8, 2010  
Minutes**

The meeting was called to order at 7:00 p.m. by Chair Kevin Budsberg. Members Present: Kevin Budsberg, Harold Kiesz, Barb Kummerfeldt, Kris Baumgartner, Monika Pernot, Linda Schiesser and Lexie Duval-Harris. Also present: Nicholas Owen, Village Administrator and Patrick McGowan, McGowan Architecture.

Agenda: Motion by Barb Kummerfeldt to approve the agenda, second by Lexie Duval-Harris. Motion carried.

Approval of Minutes from 8/30/2010: Barb Kummerfeldt requested the addition of Kris Baumgartner's concern for the elimination of parking in the Downtown area. Motion by Kevin Budsberg to add the following language to the 8/30/10 minutes, "*Kris Baumgartner recommended the owners reconsider their addition due to the lack of parking in that area of the downtown. Kevin Budsberg recommended that the issues with parking be referred to the Plan Commission and CDA*", second by Kris Baumgartner. Motion by Kris Baumgartner to approve the minutes as amended, second by Lexie Duval-Harris. Motion carried.

Consideration of Certificate of Appropriateness Application: Botanica Properties LLC (103 5<sup>th</sup> Avenue): Kevin Budsberg stated that the application material was sent to the committee along with National Parks Preservation Briefs 9, 14 and 17. Budsberg stated he felt the briefs would be good guides for this process. Budsberg stated that he thinks the committee has consensus on a majority of the improvements with the windows and arched doorway on the north addition being the two major exceptions. Budsberg asked if the committee could review the areas of consensus first and then discuss the remaining issues.

Kris Baumgartner noted that the bulletins listed there should be delineation between the historic building and the addition. Patrick McGowan indicated that he had considered this originally and would recommend a darker course of bricks in the area between the original building and the addition to the east and that he felt the owner would be open to this change. McGowan stated that he sees the improvements as moving the building forward to make it more usable and bringing it closer to its original look; removing the rustic canopy, opening up windows to their original size and tuck pointing and maintaining/improving brick work. Budsberg added that he felt the original architectural focus of the building was the brickwork and he feels that is the most significant part of the renovation.

McGowan asked if he could have approval now to put awnings back on the western face of the original building at a later time if desired. Consensus of the committee was that the awnings should be submitted as a separate certificate of appropriateness when they are desired to be installed.

The committee reviewed the proposed addition on the north end of the original building. McGowan stated the northern addition would be setback approximately 4 feet from the original building. Linda Schiesser asked if the arch entryway was designed to complement the arched entryway in the Grace Church Building. McGowan stated it does fit with that and was designed to

give it the appearance of an additional entrance to the building rather than the “backdoor” feel of the existing door in that location. Monika Pernot stated she had done research on archways and the circle window on the northern addition and they are used extensively in historic buildings of the same period and design. Consensus of the committee was they liked the arched entryway and the setback as it sets the addition apart from the original building, but not necessarily the window design with the arch. Committee discussed different arch designs including the proposed mullion look and a more open look similar to the existing.

The committee reviewed the design for the windows. Linda Schiesser stated that she felt since the building was approved as a historic landmark based on its prior commercial use as a bank it is important that the windows have a look similar to banks from this period and from her research banks did not have the small paned windows. She added she would be open to having the large part of the window being open with small panes on the transom. Lexie Duval-Harris stated that while she does like the look of the small paned windows the point of the application is to preserve the historic look. Budsberg stated that in his opinion the architectural element of the building that is significant is the brick work and that as long as that was being preserved and the windows were being enlarged that was sufficient progress to preserve the historic look and evolve to its new use. Kris Baumgartner commented that she agrees the focus of the building is the brickwork but thought the small panes detracted from the brick. Consensus of the commission was to request that the owners consider a compromise of using large paned glass in the lower portion of the windows with small paned glass on the transoms.

Motion by Kevin Budsberg to approve the Certificate of Appropriateness Application for Botanica Properties for: removal of the rustic wood canopy, removal of wood infill at windows, removal of north non-historic addition, construction of an addition to the east side of building with a column of darker bricks to delineate the addition from the original building and reconfiguration of the former north addition including a four-foot setback from the original building and the arched entryway and re-submission of an application for certificate of appropriateness for the windows and archway window design, second by Monika Pernot. Motion carried.

Set next meeting date: The next meeting is scheduled for Thursday October 21<sup>st</sup> at 7:00 p.m.

Adjourn: Motion was made by Kris Baumgartner to adjourn, second by Linda Schiesser. Motion carried. Time: 8:37 p.m.

-Nicholas Owen, Administrator

**Village of New Glarus  
Historical Preservation Commission  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
August 30, 2010  
Minutes**

The meeting was called to order at 7:00 p.m. by Chair Kevin Budsberg. Members Present: Kevin Budsberg, Harold Kiesz, Barb Kummerfeldt, Kris Baumgartner, Monika Pernot and Lexie Duval-Harris. Absent: Linda Schiesser, Also present: Nicholas Owen, Village Administrator and Patrick McGowan, McGowan Architecture.

Agenda: Motion by Harold Kiez to approve the agenda, 2<sup>nd</sup> by Kris Baumgartner. Barb Kummerfeldt stated that she felt that agenda items 8 and 9 should occur before the commission considers the certificate of appropriateness because they relate to item 4. Consensus of the commission was it is too late to change the process and guidelines of this application. Motion to approve the agenda as presented carried.

Approval of Minutes from 7/29/2010: Motion by Kris Baumgartner to approve the minutes, second by Lexie Duval-Harris. Motion carried.

Consideration of Certificate of Appropriateness Application: Botanica Properties LLC (130 5<sup>th</sup> Avenue): Patrick McGowan provided a brief overview of changes proposed to bring the building back to its historical look. The changes include an addition in the parking lot to the east in the mirror image of the existing building, restoring window openings to the original size, removing a previous addition on the north side of the building and replacing it with another addition for a stairwell. Currently he is working with the owners on finding bricks and mortar that will match the existing building. Repairs to the existing mortar joints are expected as well. Barb Kummerfeldt stated that she spoke with Linda Schiesser prior to the meeting and they are both against the small paned glass shown in the plans and also the arched entry way on the north side addition as they are not consistent with the original look of the building. McGowan replied that the owners like the look of the smaller panes and they are used in older dormitories and Tudor homes. McGowan feels that over all the repairs bring the building closer to the original look. Kevin Budsberg stated that if this committee does not approve of the building design they cannot just disapprove the plan, it is their duty to work with the applicant to come up with an acceptable plan. Monika Pernot said it would help her if McGowan could provide a picture of the window in a similar building. *Kris Baumgartner recommended the owners reconsider their addition due to the lack of parking in that area of the downtown. Kevin Budsberg recommended that the issues with parking be referred to the Plan Commission and CDA.* Motion by Barb Kummerfeldt to table approval of the certificate of appropriateness, second by Monika Pernot. Administrator Owen added that if the item is tabled it would need to be acted on by September 19<sup>th</sup>. Motion carried with Harold Kiesz and Kevin Budsberg opposing.

Discussion of Consistency of Printed Material for Landmark Designation: Kevin Budsberg stated that the material was mailed out to the commission to review. From what he saw the material all looks consistent. Since Linda Schiesser requested this item and is absent, motion by Kevin Budsberg to table items 5, 6, 8 and 9 to a future meeting, second by Barb Kummerfeldt. Motion carried.

Discussion of Overall Process and Tools for the Commission for Consideration of Applications of Landmark Nomination: Consensus of the Committee is now that the office and the Commission are on the same page they have the tools and information to properly review applications.

Set next meeting date: The next meeting is scheduled for Wednesday, September 8<sup>th</sup> at 7:00 PM.

Adjourn: Motion was made by Harold Kiesz to adjourn, second by Monika Pernot. Motion carried. Time: 8:15 p.m.

-Nicholas Owen, Administrator

**Historical Preservation Commission  
New Glarus Village Hall  
319 2<sup>nd</sup> Street  
July 29, 2010  
Minutes**

The meeting was called to order at 7:03 p.m. by Chair Kevin Budsberg. Members Present: Linda Schiesser, Harold Kiesz, Barb Kummerfeldt, Kris Baumgartner, Monika Pernot, and Lexie Duval-Harris.

Public hearing: Mr. McGowan submitted final landmark nomination application, which included the requested changes: 1) clarification of ownership of lots and building, 2) dates for photographs, and 3) final certified survey map.

No public comments were offered.

Approval of agenda: Motion by Harold Kiesz to approve the agenda, second by Monika Pernot. Motion carried.

Approval of Minutes from 7/12/2010: Ms. Schiesser asked that the language for item, "Historic Building Nomination for 130 5<sup>th</sup> Ave be amended to "Linda Schiesser asked for clarification that even if the nomination is approved ..." instead of "Linda Schiesser told them that even if the nomination is approved..." Motion by Barb Kummerfeldt to approve amendment and minutes, second by Kris Baumgartner. Motion carried.

Consideration of landmark designation for 130 5<sup>th</sup> Ave (Botanica Properties, Inc.) Initial discussion concerned the next step, if the Commission approves the application. Chair Budsberg said he understands that the action of the Commission ends with the approval or denial of the application, and the Village Board is only informed what action was taken; the Village Board does take any action on the application. If the applicant chooses to appeal the Commission's decision, the Village Board then hears the appeal.

The Commission takes up as a separate action, any alteration to the building when the landowners must apply for a Certificate of Appropriateness for alterations to the building.

Chair Budsberg encouraged Mr. McGowan to continue to add photographs to the file for the building because those will guide the Commission's decision on a Certificate of Appropriateness, should one be sought.

Motion by Harold Kiesz to approve the application for 130 5<sup>th</sup> Ave as a historic landmark. Second by Lexie Duval-Harris. Motion carried.

Set next meeting date: Ms. Schiesser requested that three items be addressed by the Commission soon: 1) Inconsistencies between information contained on the Village website, and website for the Historic Preservation Commission, as well as inconsistencies between printed and web-based materials for landmark application; 2) formal approval of the date checklist offered previously, and 3) a process and date checklist for applications for certificate of appropriateness.

The next meeting is scheduled for Monday, August 30<sup>th</sup> at 7:00 PM in the Village Boardroom

Adjourn: Motion was made by Kris Baumgartner to adjourn at 7:53 p.m., second by Lexie Duval-Harris. Motion carried.

-Kevin Budsberg.

**Village of New Glarus  
Historical Preservation Commission**

**New Glarus Village Hall  
319 2<sup>nd</sup> Street  
July 12, 2010  
Minutes**

The meeting was called to order at 7:00 p.m. by Chair Kevin Budsberg. Members Present: Linda Schiesser, Harold Kiesz, Barb Kummerfeldt, Kris Baumgartner, Monika Pernot. Also present: Nic Owen, Village Administrator; representatives from Botanica Properties, LLC and McGowan Architecture.

Agenda: Motion by Linda Schiesser to approve the agenda, with the amendment to move item 7 (consideration of landmark nomination application) before item 4 (approval of previous minutes), 2<sup>nd</sup> by Barb Kummeldt. Motion carried.

Historic Building Nomination for 130 5<sup>th</sup> Ave: The nomination papers were reviewed by the Commission. The papers include a description of the building and the vacant parking lot adjacent to the building. The owners stated that the building and lot would become one parcel of land, and that the north lot line with Grace Church is being resolved by quit claim. The building owners were asked why they were seeking historic designation for their building. They stated that they would like to build an addition to the building that is more historic and true to the original architecture rather than “Swiss” in appearance. Without the designation, the addition would need approval from the Design Review Committee to determine if it is in keeping with the Swiss nature of the downtown business district. Linda Schiesser told them that even if the nomination is approved, any addition plans would need to be brought back to the Historic Preservation Commission for approval. When asked about their plans for the building, the owners indicated they plan to remove the wood canopy over the front door and restore the windows to their original size. Motion by Kevin Budsberg to approve the nomination pending amendment of the application with 1) a certified survey map, 2) the historic photos in the packet be labeled with a date, and 3) editing of the ownership history to better reflect ownership of the corner lot, bank building, and adjacent lot. Second by Harold Kiesz. Motion carried

The public hearing was set for Thursday, July 29<sup>th</sup> at 7:00 PM. Nic Owen stated he would send notice of the public hearing to property owners within 200 feet of the nominated property, per the procedure defined by the Commission.

Approval of Minutes from 5/5/2010 and 6/16/2010: Motion by Linda Schiesser to approve the minutes with a correction to Monika’s name (spelled Monika vs. Monica), second by Kris Baumgartner. Motion carried.

Commission Binders to New Members: Harold Kiesz was the only member who required a Commission binder. Linda Schiesser presented a checklist for the steps in the procedure to receive historic designation. The commission reviewed the checklist and suggested changes.

Discussion of outstanding questions regarding Historic Preservation Commission and Swiss Design Review Committee. Information contained in email between Chair Budsberg and Village Administrator Owen distributed with no follow-up requested.

Set next meeting date: The next meeting is scheduled for Thursday, July 29<sup>th</sup> at 7:00 PM. Public hearing will occur at 7:00 PM, with consideration on final recommendation to immediately follow.

Adjourn: Motion was made by Kris Baumgartner to adjourn, second by Kevin Budsberg. Motion carried.

-Kris Baumgartner and Kevin Budsberg.

VILLAGE OF NEW GLARUS  
HISTORICAL PRESERVATION COMMISSION  
JUNE 22, 2010

Meeting called to order at 7:00 PM by Kevin Budsberg. Present: Kevin Budsberg, Monica Pernot, Harold Kiesz, Barb Kummerfeldt, Kris Baumgartner, Linda Schiesser, and Lexie Harris.

APPROVAL OF AGENDA: Motion to approve by Kris Baumgartner, second by Monica Pernot. Motion carried.

SET PUBLIC HEARING DESIGNATION – BOTANICA PROPERTIES, INC (130 5<sup>TH</sup> AVE): Discussion about whether developer or application would be presented. Chair reported that no documentation had been received. Further discussion on process of recommendation specified in “LANDMARK NOMINATION GUIDELINES,” adopted 11/01/06 for inclusion on Village historic preservation roll, and that public hearing happens late in the process, after nomination is submitted, and review of nomination by Commission. Since none of those items are before the Commission, motion by Linda Schiesser, second by Harold Kiesz to table the scheduling of public hearing until aforementioned items are in place. Motion carried.

ADJOURNMENT: Motion by Linda Schiesser, second by Harold Kiesz to adjourn at 7:25 PM

Submitted by Kevin Budsberg

VILLAGE OF NEW GLARUS  
Historical Preservation Commission  
February 24, 2010  
Minutes

1. Approval of Agenda: Present: Chair Dan Gartzke, Linda Schiesser, Barb Kummerfeldt, and Tracey Schwalbe. Also present: Nic Owen, Village Administrator. Motion by Schiesser, 2<sup>nd</sup> by Kummerfeldt, to approve the agenda. Motion passes unanimously.
2. Approval of Minutes of Previous Meeting on 9/22/09: Motion by Schwalbe, 2<sup>nd</sup> by Schiesser, to approve the minutes of 9/22/09. Motion passes unanimously.
3. Consideration of 2009 Annual Report: This is a report that the Village files annually with the Wisconsin Historical Society. Schwalbe prepared the draft report for the chair. She created the summary of the activities of the Commission from the minutes from the previous year. Motion by Schwalbe, 2<sup>nd</sup>

by Schiesser, to approve the report, with the note that Lexie Duvall Harris's name should be spelled "Lexie." Motion passes unanimously.

4. Discussion: Committee research assignments: Schiesser prepared the timeline for the Anderson building. She is working on the history of the building currently housing the Small World childcare facility. She has the timeline about  $\frac{3}{4}$  done for the Glarner Stube building. Schiesser reports that Lexie Duvall Harris has agreed to take on the research for the building that was the drive-up bank for the Bank of New Glarus located on 5<sup>th</sup> Avenue. Schwalbe provided Schiesser with the "Gathering Sheets" from her research on her house at 1301 Second Street. She also attached maps and a copy of the abstract that may be useful for other properties in the area.
5. Discussion: Historic Preservation Month: Schiesser reported that she reserved the library display case for April for a Commission display. May is historic preservation month, but there is a lot of competition for the space at that time. Schiesser presented an idea to display local business giveaways. The display will be of giveaways from her private collection. Local businesses provided these items as gifts to patrons around Christmastime in years past. If anyone has ideas for a title for the display, they should let her know. Someone also should do a newspaper article about the display.
6. Update: Backtown Development: Nic Owen provided the Commission with a copy of a letter that was sent to developers by the Village to interest them in the Backtown development project.
7. Set next meeting date: The next meeting will be May 7<sup>th</sup> at 7:00 p.m. Schwalbe noted that this was her last meeting on the Commission. Her term is up and she is not continuing on the Commission due to other commitments. Kris Baumgartner has agreed to an appointment to the Commission for this seat.
8. Adjournment: Motion by Schwalbe, 2<sup>nd</sup> by Schiesser, to adjourn. Motion passes unanimously.

Minutes submitted by Tracey Schwalbe.

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