AGENDA OF THE LANDMARKS COMMISSION

MONDAY, NOVEMBER 12, 2018, 4:30 PM
CITY HALL, ROOM 310

A. Roll Call.

1. Members: Justin Balsley, Ald. Veronica Corpus-Dax, Ron Dehn, Ian Griffiths, Susan Ley, Paul Martzke, and David Siegel

B. Approval of the Agenda.

1. Approval of the agenda for the November 12, 2018, meeting of the Landmarks Commission.

C. Election of Officers.

1. Discussion and action on the annual Election of Officers of the Landmarks Commission-Chair and Vice-Chair.

D. Legal Review.

E. Approval of Minutes.

1. Approval of the minutes from the August 13, 2018, meeting of the Historic Preservation Commission.

F. Regular Business.

G. Informational.

1. Staff-Level COA Applications
2. Review City Raze/Repair Orders and Demolitions
3. Staff Update
4. Date of next meeting: Monday, December 10, 2018.

H. Adjournment.

1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Landmarks Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

MINUTES OF THE
HISTORIC PRESERVATION COMMISSION

MONDAY, AUGUST 13, 2018, 4:15 PM
CITY HALL, ROOM 310

A. ROLL CALL.

1. Members: Ald. Mark Steuer- Chairperson, Dave Boyce, Susan Ley and Dennis Doucette

Present: Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. Excused: None.

B. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the August 13, 2018, meeting of the Historic Preservation Commission.

Moved by David Boyce, seconded by Dennis Doucette to approve. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

C. APPROVAL OF MINUTES.

1. Approval of the minutes from the June 11, 2018, Historic Preservation Commission meeting and the June 15, 2018, Special Historic Preservation Commission meeting.

Moved by Dennis Doucette, seconded by Susan Ley to approve. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

D. REGULAR BUSINESS.

2. Consideration with possible action on a sign permit application for 131 N Broadway.

Moved by Dennis Doucette, seconded by Susan Ley to approve. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

1. Consideration with possible action on a future building permit application for renovations at 218-220 & 222-224 N Adams Street.

Moved by Dennis Doucette, seconded by David Boyce to approve. Motion denied.
Yes-Dennis Doucette and David Boyce. No-Ald. Mark Steuer and Susan Ley. Abstain-None

E. INFORMATIONAL.

1. Review June and July 2018 Building Activity Report.

Moved by Susan Ley, seconded by Dennis Doucette to receive and place on file. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

2. Review City Raze/Repair Orders and Demolitions.

Moved by Susan Ley, seconded by David Boyce to receive and place on file. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

3. Staff Updates.

4. Next Meeting Date: Monday, September 10, 2018, 4:15 p.m.

F. ADJOURNMENT.

Moved by Susan Ley, seconded by Dennis Doucette to adjourn. Motion carried.
Yes-Ald. Mark Steuer, Susan Ley, Dennis Doucette and David Boyce. No-None, Abstain-None

Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE	PREPARED BY
November 12, 2018	Stephanie Hummel, Staff

AGENDA ITEM # G.1.

Staff-Level COA Applications

BACKGROUND

- COA 18-01, 705 S Adams, Roof Replacement
- COA 18-02, 630 S Madison, Garage Siding and Window Replacement
- COA 18-03, 904 S Monroe, Roof Replacement
- COA 18-04, 812 S Jefferson, Shed Installation
- COA 18-05, 137 N Oakland, Rear Porch Reconstruction
- COA 18-06, 626 S Jackson, Fence Installation
- COA 18-07, 931 S Madison, Porch and Stucco Repairs
- COA 18-08, 641 S Jackson, Gutter Replacement
- COA 18-09, 902 S Madison, Porch Repairs
- COA 18-10, 1033 S Quincy, Fence Installation
- COA 18-11, 703 S Quincy, Gutter Replacement
- COA 18-12, 912 Madison, Porch Repairs

RECOMMENDATION

Receive and Place on File

FISCAL IMPACT

ATTACHMENTS

None

Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE	PREPARED BY
November 12, 2018	Stephanie Hummel, Staff

AGENDA ITEM # G.2.

Review City Raze/Repair Orders and Demolitions

BACKGROUND

RECOMMENDATION

Receive and place on file

FISCAL IMPACT

ATTACHMENTS

1. 903 N Broadway Raze or Repair Order
2. 903 N Broadway Raze Repair Photos
3. 1265 Ninth Street Raze or Repair Order
4. 1265 9th Street Raze Repair Photos
5. 1286 E Mason Raze or Repair Order
6. 1286 E Mason Raze Repair Photos
7. 225 N Ashland Raze or Repair Order
8. 225 N Ashland Raze Repair Photos
9. 311 N Oakland Raze or Repair Order
10. 311 N Oakland Raze Repair Photos

NOTICE AND ORDER TO RAZE OR REPAIR
A BUILDING LOCATED AT
903 N. BROADWAY
GREEN BAY, BROWN COUNTY, WISCONSIN

THE CITY OF GREEN BAY, WISCONSIN, A MUNICIPAL CORPORATION, TO:

Lakeview Loan Servicing LLC
475 Crosspoint Parkway
Getzville, NY 14068

The undersigned, a duly appointed Housing Inspector for the City of Green Bay, Brown County, Wisconsin, recently caused to be inspected the house and garage located at 903 N. Broadway, Green Bay, Brown County, Wisconsin, parcel number 18-507, more particularly described as follows:

> Lot 6, Block 4, Elmore's Addition to Elmore's Park Addition, City of Green Bay, West side of Fox River, Brown County, Wisconsin

and determined that the buildings on such premises are so old, dilapidated, out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

THEREFORE, IT IS ORDERED, pursuant to the authority set forth in §66.0413(1)(b), Wisconsin Statutes, that said buildings be repaired to make the buildings safe and sanitary by reasonable repairs as follows:

1. Tuckpoint all cracks, holes and gaps in the foundation making it weather tight;
2. Replace deteriorated siding, fascia and soffit;
3. Repair or replace all damaged and deteriorated walls, floors and ceilings;
4. Re-insulate to proper R-value;
5. Replace all windows and doors;
6. All plumbing, heating and electrical components shall be installed to a code compliant condition and all work completed by licenses contractors and permits;
7. Electrical service upgrade required;
8. Clean all duct work;
9. Repair or replace the dilapidated exterior porches and hand and guardrails;
10. Replace siding, fascia, soffit, windows and doors on detached garage

or said buildings shall be razed and the rubble and the remains thereof removed, and any excavation caused by such razing filled and leveled and the site restored to a dust-free and erosion-free condition within thirty (30) days following the service of this Notice and Order upon you.

NOTICE IS GIVEN that upon your failure to repair or raze buildings and fill and level any excavation caused thereby and the site restored to a dust-free and erosion-free condition within the thirty (30) day period prescribed, the City of Green Bay, Brown County, Wisconsin, may cause such buildings or parts thereof to be razed and removed and the site restored to a dust-free and erosion-free condition. The work shall consist of the razing and removing the condemned structures, all out buildings, accessory structures, flatwork, driveway aprons and fill at the specified address, filling all basements, crawl spaces and excavated areas with approved granular material, topsoil and seed. The costs of such razing, removal and restoration of the site to a dust-free and erosion-free condition may be charged in full or in part against the real estate upon which such buildings are located and if that cost is so charged, it is a lien upon such real estate, and may be assessed and collected as a special tax.

NOTICE IS FURTHER GIVEN that you may challenge this Notice and Order pursuant to §66.0413(1)(h), Wis. Stats., which is an exclusive remedy.

Dated this 19th day of October, 2018.

s/Brenda Seidl
Brenda Seidl
Housing Inspector

STATE OF WISCONSIN)
)ss
COUNTY OF BROWN)

Personally came before me this 19th day
of October, 2018, the above named, Brenda Seidl,
to me known to be the person who executed the
foregoing instrument and acknowledge the same.
s/Jean Semenuk
Jean Semenuk
Notary Public, State of Wisconsin
My Commission Expires: 7/13/20

903 N Broadway – foundation gaps, deteriorated siding, insulation, windows, doors, plumbing, elec, etc

NOTICE AND ORDER TO RAZE OR REPAIR
A BUILDING LOCATED AT
1265 NINTH STREET
GREEN BAY, BROWN COUNTY, WISCONSIN

THE CITY OF GREEN BAY, WISCONSIN, A MUNICIPAL CORPORATION, TO:

Robert L. Brice
1265 Ninth Street
Green Bay, WI 54304

The undersigned, a duly appointed Housing Inspector for the City of Green Bay, Brown County, Wisconsin, recently caused to be inspected the premises located at 1265 Ninth Street, Green Bay, Brown County, Wisconsin, parcel number 1-429, more particularly described as follows:

> The North 135 feet of Lot 13, Except the East 52 feet thereof, and the North 135 feet of Lot 14, Except the West 50 feet thereof, Plat of Ridge Acres, in the City of Green Bay, West side of Fox River, Brown County, Wisconsin

and determined that the building on such premises is so old, dilapidated, out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

THEREFORE, IT IS ORDERED, pursuant to the authority set forth in §66.0413(1)(b), Wisconsin Statutes, that said building be repaired to make the building safe and sanitary by reasonable repairs as follows:

1. The entire structure shall be evaluated by a professional to verify that the building and foundation are in a sound and code compliant condition;

2. All plumbing, heating and electrical components shall be installed to a code compliant condition and shall be done by licensed contractors;

3. Repair or replace any and all deteriorated windows and doors;

4. Repair, replace or remove the damaged front stoops and porch;

5. The second exit shall be accessible and code compliant

or said building shall be razed and the rubble and the remains thereof removed, and any excavation caused by such razing filled and leveled and the site restored to a dust-free and erosion-free condition within thirty (30) days following the service of this Notice and Order upon you.

NOTICE IS GIVEN that upon your failure to repair or raze building and fill and level any excavation caused thereby and the site restored to a dust-free and erosion-free condition within the thirty (30) day period prescribed, the City of Green Bay, Brown County, Wisconsin, may cause such building or part thereof to be razed and removed and the site restored to a dust-free and erosion-free condition. The work shall consist of the razing and removing the condemned structure, all out buildings, accessory structures, flatwork, driveway aprons and fill at the specified address, filling all basements, crawl spaces and excavated areas with approved granular material, topsoil and seed. The costs of such razing, removal and restoration of the site to a dust-free and erosion-free condition may be charged in full or in part against the real estate upon which such buildings are located and if that cost is so charged, it is a lien upon such real estate, and may be assessed and collected as a special tax.

NOTICE IS FURTHER GIVEN that you may challenge this Notice and Order pursuant to §66.0413(1)(h), Wis. Stats., which is an exclusive remedy.

Dated this 18th day of September, 2018.

s/Brenda Seidl
Brenda Seidl
Housing Inspector

STATE OF WISCONSIN)
)ss
COUNTY OF BROWN)

Personally came before me this 18th day of September, 2018, the above named, Brenda Seidl, to me known to be the person who executed the foregoing instrument and acknowledge the same.

s/Mary Sue Banks
Mary Sue Banks
Notary Public, State of Wisconsin
My Commission Expires: 8-31-22

1265 9th Street – Raze/Repair for foundation, plumbing, windows, doors, & second exit. 9/27/18

NOTICE AND ORDER TO RAZE OR REPAIR
A BUILDING LOCATED AT
1286 E. MASON STREET
GREEN BAY, BROWN COUNTY, WISCONSIN

THE CITY OF GREEN BAY, WISCONSIN, A MUNICIPAL CORPORATION, TO:

Timothy M. Verheyen
4931 Humboldt Road
Green Bay, WI 54311-9576

The undersigned, a duly appointed Building Inspector for the City of Green Bay, Brown County, Wisconsin, recently caused to be inspected the premises located at 1286 E. Mason Street, Green Bay, Brown County, Wisconsin, parcel number 14-1204-A, more particularly described as follows:

> The North 120 feet of Lot 1, Block 120, Plat of Astor, City of Green Bay, Brown County, Wisconsin

and determined that the building on such premises is so old, dilapidated, out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

THEREFORE, IT IS ORDERED, pursuant to the authority set forth in §66.0413(1)(b), Wisconsin Statutes, that said building be repaired to make the building safe and sanitary by reasonable repairs as follows:

1. The fire at the property damaged the wiring on site. There was damage to the electrical conductors, electrical panel, and electrical equipment. The electrical system will have to be repaired or replaced by a licensed electrical contractor. If the system is not replaced, the contractor will have to prove the integrity of the system through approved testing methods.
2. The building was damaged by fire, smoke and water and is also in need of general maintenance and repair to the extent that the building was condemned and repairs are required; or the owner may choose to raze the building and return the site to a grassy stable condition. If the owner choses to repair the building, all roof structural components and roof coverings, all exterior wall structural components and coverings, all exterior stair systems and their components including guards and handrails, all chimneys,

windows, doors and other appurtenances that serve the building and any of its systems such as electrical or heating, ventilating or air conditioning or plumbing, all interior walls and their finishes, all interior floor system structures and their finishes, all interior electrical systems and components, all plumbing systems and components, all heating, ventilating, air conditioning and components, all life safety systems and their components such as smoke detection, emergency lighting and exit lighting, all required exit doors including their hardware, must be addressed in a comprehensive plan submitted to this department for approval. Upon approval, permits will be required and inspections made verifying compliance with all applicable codes. Further the storage use on the first floor of the building is not approved and plans should include the proposed use of that tenant space

or said building shall be razed and the rubble and the remains thereof removed, and any excavation caused by such razing filled and leveled and the site restored to a dust-free and erosion-free condition within thirty (30) days following the service of this Notice and Order upon you.

NOTICE IS GIVEN that upon your failure to repair or raze building and fill and level any excavation caused thereby and the site restored to a dust-free and erosion-free condition within the thirty (30) day period prescribed, the City of Green Bay, Brown County, Wisconsin, may cause such building or part thereof to be razed and removed and the site restored to a dust-free and erosion-free condition. The work shall consist of the razing and removing the condemned structure, all out buildings, accessory structures, flatwork, driveway aprons and fill at the specified address, filling all basements, crawl spaces and excavated areas with approved granular material, topsoil and seed. The costs of such razing, removal and restoration of the site to a dust-free and erosion-free condition may be charged in full or in part against the real estate upon which such buildings are located and if that cost is so charged, it is a lien upon such real estate, and may be assessed and collected as a special tax.

NOTICE IS FURTHER GIVEN that you may challenge this Notice and Order pursuant to §66.0413(1)(h), Wis. Stats., which is an exclusive remedy.

Dated this 19th day of October, 2018.

s/Rob Cormier
Rob Cormier
Building Inspector

STATE OF WISCONSIN)
)ss
COUNTY OF BROWN)

Personally came before me this 19th day
of October, 2018, the above named, Rob Cormier,
to me known to be the person who executed the
foregoing instrument and acknowledge the same.
s/Jean Semenuk
Jean Semenuk
Notary Public, State of Wisconsin
My Commission Expires: 7/13/20

1286 E Mason (sw corner S Irwin & E Mason) – Fire damage

NOTICE AND ORDER TO RAZE OR REPAIR
A BUILDING LOCATED AT
225 N. ASHLAND AVENUE
GREEN BAY, BROWN COUNTY, WISCONSIN

THE CITY OF GREEN BAY, WISCONSIN, A MUNICIPAL CORPORATION, TO:

John R. Calhoon
225 N. Ashland Avenue
Green Bay, WI 54303

The undersigned, a duly appointed Housing Inspector for the City of Green Bay, Brown County, Wisconsin, recently caused to be inspected the premises located at 225 N. Ashland Avenue, Green Bay, Brown County, Wisconsin, parcel number 4-126, more particularly described as follows:

> Lot 172, Dousman's Addition, in the City of Green Bay, West side of Fox River, Brown County, Wisconsin

and determined that the building on such premises is so old, dilapidated, out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

THEREFORE, IT IS ORDERED, pursuant to the authority set forth in §66.0413(1)(b), Wisconsin Statutes, that said building be repaired to make the building safe and sanitary by reasonable repairs as follows:

1. Home shall be properly converted back to a single family with appropriate permits, OR, if you choose to convert this home back to a two family – proper building plans shall be approved and a Conditional Use Permit (CUP) obtained;
2. All plumbing, heating and electrical components shall be installed to a code compliant condition and all work completed by licensed contractors and permits;
3. Repair/replace any/all damaged deteriorated walls and ceilings;
4. Replace all flooring;
5. Properly repair the dilapidated 2nd floor exit to a sound condition OR remove it and properly enclose if not required;
6. Replace the deteriorated roof covering;
7. Replace the deteriorated siding;

8. Replace the doors and windows;
9. Repair the deteriorated chimney to a sound/code compliant condition;
10. Repair/replace the damaged/deteriorated overhang on front porch and repaint;
11. Repair/replace the deteriorated porch pillars;
12. Repair/replace the damaged rotted/porches to include stoops (front, back & jump porches);
13. Install smoke and carbon monoxide detectors;
14. Install proper ventilation in bathrooms

or said building shall be razed and the rubble and the remains thereof removed, and any excavation caused by such razing filled and leveled and the site restored to a dust-free and erosion-free condition within thirty (30) days following the service of this Notice and Order upon you.

NOTICE IS GIVEN that upon your failure to repair or raze building and fill and level any excavation caused thereby and the site restored to a dust-free and erosion-free condition within the thirty (30) day period prescribed, the City of Green Bay, Brown County, Wisconsin, may cause such building or part thereof to be razed and removed and the site restored to a dust-free and erosion-free condition. The work shall consist of the razing and removing the condemned structure, all out buildings, accessory structures, flatwork, driveway aprons and fill at the specified address, filling all basements, crawl spaces and excavated areas with approved granular material, topsoil and seed. The costs of such razing, removal and restoration of the site to a dust-free and erosion-free condition may be charged in full or in part against the real estate upon which such buildings are located and if that cost is so charged, it is a lien upon such real estate, and may be assessed and collected as a special tax.

NOTICE IS FURTHER GIVEN that you may challenge this Notice and Order pursuant to §66.0413(1)(h), Wis. Stats., which is an exclusive remedy.

Dated this 28th day of September, 2018.

s/Brenda Seidl
Brenda Seidl
Housing Inspector

STATE OF WISCONSIN)
)ss
COUNTY OF BROWN)

Personally came before me this 28th day of September, 2018, the above named, Brenda Seidl, to me known to be the person who executed the foregoing instrument and acknowledge the same.

s/Mary Sue Banks
Mary Sue Banks
Notary Public, State of Wisconsin
My Commission Expires: 8-31-22

225 N Ashland – Raze/Repair for plumbing, heating, elec, floors, roof, siding, doors, windows, porch pillars, etc. 10/5/18

NOTICE AND ORDER TO RAZE OR REPAIR
A BUILDING LOCATED AT
311 N. OAKLAND AVENUE
GREEN BAY, BROWN COUNTY, WISCONSIN

THE CITY OF GREEN BAY, WISCONSIN, A MUNICIPAL CORPORATION, TO:

Rexford E. Buxton, et al.
311 N. Oakland Avenue
Green Bay, WI 54303

The undersigned, a duly appointed Housing Inspector for the City of Green Bay, Brown County, Wisconsin, recently caused to be inspected the premises located at 311 N. Oakland Avenue, Green Bay, Brown County, Wisconsin, parcel number 5-494, more particularly described as follows:

> Lot 22, Guesnier's Addition to Fort Howard, now the City of Green Bay, West side of Fox River, Brown County, Wisconsin

and determined that the building on such premises is so old, dilapidated, out of repair and consequently dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

THEREFORE, IT IS ORDERED, pursuant to the authority set forth in §66.0413(1)(b), Wisconsin Statutes, that said building be repaired to make the building safe and sanitary by reasonable repairs as follows:

1. All plumbing, heating and electrical components shall be installed to a code compliant condition and all work completed by licensed contractors with permits;
2. Repair or replace all damaged and deteriorated walls, floors and ceilings;
3. Re-insulate to proper R-value;
4. Replace any and all damaged and deteriorated windows and doors that are not weather tight and do not function appropriately;
5. Properly wrap all windows and doors;
6. Repair or replace the deteriorated exterior porches and guardrails;
7. Replace damaged and deteriorated siding, fascia and soffit;
8. Repair or replace the damaged or missing gutters and downspouts;
9. Repair, replace or remove the deteriorated chimney;

10. Clean and sanitize;
11. Install a hard surface driveway;
12. Remove the deteriorated shed

or said building shall be razed and the rubble and the remains thereof removed, and any excavation caused by such razing filled and leveled and the site restored to a dust-free and erosion-free condition within thirty (30) days following the service of this Notice and Order upon you.

NOTICE IS GIVEN that upon your failure to repair or raze building and fill and level any excavation caused thereby and the site restored to a dust-free and erosion-free condition within the thirty (30) day period prescribed, the City of Green Bay, Brown County, Wisconsin, may cause such building or part thereof to be razed and removed and the site restored to a dust-free and erosion-free condition. The work shall consist of the razing and removing the condemned structure, all out buildings, accessory structures, flatwork, driveway aprons and fill at the specified address, filling all basements, crawl spaces and excavated areas with approved granular material, topsoil and seed. The costs of such razing, removal and restoration of the site to a dust-free and erosion-free condition may be charged in full or in part against the real estate upon which such buildings are located and if that cost is so charged, it is a lien upon such real estate, and may be assessed and collected as a special tax.

NOTICE IS FURTHER GIVEN that you may challenge this Notice and Order pursuant to §66.0413(1)(h), Wis. Stats., which is an exclusive remedy.

Dated this 8th day of October, 2018.

s/Brend Seidl
Brenda Seidl
Housing Inspector

STATE OF WISCONSIN)
)ss
COUNTY OF BROWN)

Personally came before me this 8th day of October, 2018, the above named, Brenda Seidl, to me known to be the person who executed the foregoing instrument and acknowledge the same.

s/Mary SueBanks
Mary Sue Banks
Notary Public, State of Wisconsin
My Commission Expires: 8-31-22

311 N Oakland – Raze/Repair for plumbing, elec, insulation, windows, doors, porches, siding, driveway, etc. Work occurring on-site, 10/10/2018.