



AGENDA OF THE LANDMARKS COMMISSION

THURSDAY, OCTOBER 1, 2020, 4:30 PM
Special Meeting to Interview Firms for Survey Update.
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

- I. Members: Paul Martzke, Susan Ley, Ald. Mark Steuer, Justin Balsley, Ron Dehn, Ian Griffiths, and David Siegel

C. Approval of the Agenda.

- I. Approval of the agenda for the October 1, 2020, Special meeting of the Landmarks Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the September 16, 2020, meeting of the Landmarks Commission.

E. Informational.

- I. Presentation from Legacy Architecture.
2. Presentation from Preserve, LLC.
3. Presentation from University of Wisconsin-Milwaukee, Cultural Resource Management.
4. Landmarks and Staff Discussion on Survey Update.
5. Date of next meeting: Wednesday, October 07, 2020.

F. 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.

Virtual Meeting Instructions



Landmarks Commission 10-01-20

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/89692538356?pwd=azA0clhWd3kxaklnGjzRXjQUW5qZz09>

Meeting ID: 896 9253 8356

Passcode: 973532

One tap mobile

+1 646 876 9923,,89692538356# US (New York)

+1 301 715 8592,,89692538356# US (Germantown)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

Meeting ID: 896 9253 8356

Find your local number: <https://us02web.zoom.us/j/89692538356?pwd=azA0clhWd3kxaklnGjzRXjQUW5qZz09>

Additional Information

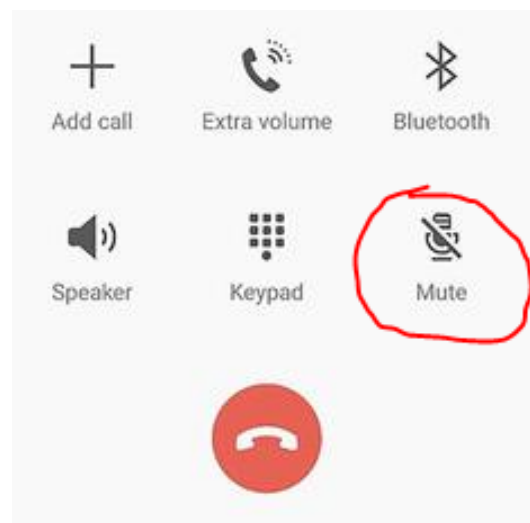
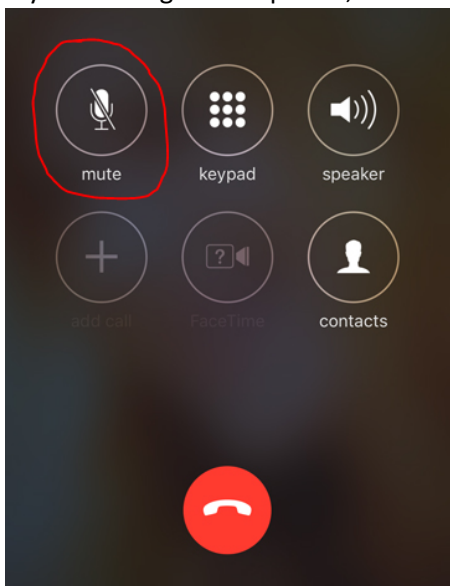
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF THE LANDMARKS COMMISSION

WEDNESDAY, SEPTEMBER 16, 2020, 4:30 PM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

I. Members: Paul Martzke, Susan Ley, Ald. Mark Steuer, Justin Balsley, Ron Dehn, Ian Griffiths, and David Siegel

Present: Ron Dehn, Ian Griffiths, David Siegel, Justin Balsley, Ald. Mark Steuer, Excused: Paul Martzke, Susan Ley.

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the September 16, 2020, meeting of the Landmarks Commission.

Moved by Ald. Mark Steuer, seconded by Ian Griffiths to approve the agenda. Motion carried.
Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the August 19, 2020, meeting of the Landmarks Commission.

Moved by Ald. Mark Steuer, seconded by Ian Griffiths to approve the minutes. Motion carried.
Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None

E. REGULAR BUSINESS.

1. (COA 20-25) Consideration with possible action on a design review for a replacement fire escape located at 126 N. Oakland Avenue

Moved by Ald. Mark Steuer, seconded by David Siegel to approve COA 20-25 for a replacement fire escape located at 126 N. Oakland Avenue. Motion carried.

Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None

2. (COA 20-26) Consideration with possible action on a design review for a door expansion and clerestory window addition at 110 S. Adams Street.

Moved by Ald. Mark Steuer, seconded by David Siegel to open the floor for discussion. Motion carried.

Yes- David Siegel, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- Ian Griffiths.

Moved by Ald. Mark Steuer, seconded by David Siegel to close the floor for discussion. Motion carried.

Yes- David Siegel, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- Ian Griffiths.

Moved by David Siegel, seconded by Ald. Mark Steuer to approve COA 20-26 for a door expansion and clerestory window addition at 110 S. Adams Street with the following conditions:

- 1) Door expansion project approved as presented
- 2) Clerestory installation is denied. Applicant is recommended to explore a low profile alternative

Motion carried.

Yes- David Siegel, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- Ian Griffiths

3. Declaration of Demolition by Neglect at 711 Eliza Street.

Moved by Ald. Mark Steuer, seconded by Ian Griffiths to approve the finding of demolition by Neglect at 711 Eliza Street. Motion carried.

Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None

F. INFORMATIONAL.

1. Staff-Level COA Applications.

Moved by Ald. Mark Steuer, seconded by David Siegel to receive and place on file the staff-level COA applications. Motion carried.

Yes- David Siegel, Ian Griffiths, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- Ron Dehn

2. Review City Raze/Repair Orders and Demolitions.

Moved by Ald. Mark Steuer, seconded by David Siegel to receive and place on file the City's report of raze/repair orders and demolitions. Motion carried.

Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None

3. Staff Update.

Stephanie Hummel presented the staff update.

4. Date of next meeting: Wednesday, October 21, 2020.

G. ADJOURNMENT.

Moved by David Siegel, seconded by Ald. Mark Steuer to adjourn. Motion carried.

Yes- David Siegel, Ian Griffiths, Ron Dehn, Justin Balsley, Ald. Mark Steuer, No- None, Abstain- None