



AGENDA OF THE LANDMARKS COMMISSION

WEDNESDAY, NOVEMBER 17, 2021, 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: Chair Paul Martzke, Vice Chair Ron Dehn, Ald. Mark Steuer, Ian Griffiths, Susan Ley, David Siegel, and Rebecca Derenne

C. Approval of the Agenda.

- I. Approval of the agenda for the November 17, 2021, meeting of the Landmarks Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the October 20, 2021, meeting of the Landmarks Commission.
2. Approval of the minutes from the November 1, 2021, special meeting of the Landmarks Commission

E. Regular Business.

- I. Election of Officers.
2. (COA 21-14) Consideration and possible action on a design review for already-installed front porch railings located at 736 S. Jefferson Street.
3. (COA 21-31) Consideration and possible action on a design review for door and window replacements located at 840 S. Jefferson Street.

4. (COA 21-35) Consideration with possible action on a design review for an already-installed upper deck located at 137 N. Oakland Avenue.

F. Informational.

1. Staff-Level COA Applications.
2. Review City Raze/Repair Orders and Demolitions.
3. Staff Update.
4. Date of next meeting: Wednesday, December 15, 2021.

G. 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=azA0c1hWd3kxaklnGjzRXjQUW5qZz09>

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

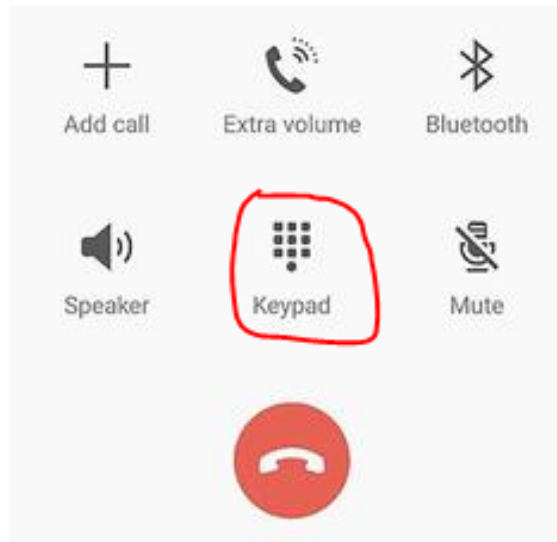
Find your local number: <https://us02web.zoom.us/j/kcgiD354WX>

Additional Information

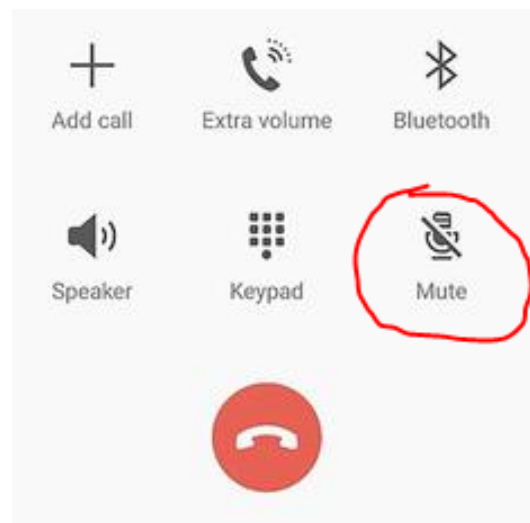
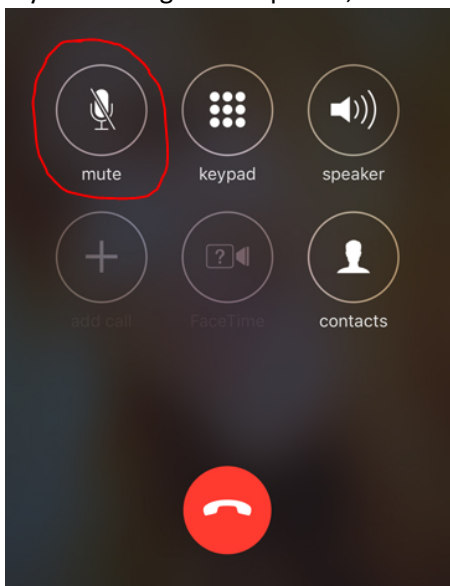
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
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





Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

November 17, 2021

PREPARED BY

AGENDA ITEM # D.2

Approval of the minutes from the November 1, 2021, special meeting of the Landmarks Commission

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

November 17, 2021

PREPARED BY

AGENDA ITEM # E.1

Election of Officers.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

November 17, 2021

PREPARED BY

Jason Flatt, Staff

AGENDA ITEM # E.2

(COA 21-14) Consideration and possible action on a design review for already-installed front porch railings located at 736 S. Jefferson Street.

BACKGROUND

736 S Jefferson Street is a contributing property in the Astor historic district, built c. 1900. A staff-level COA was issued June 3, 2021, for new porch steps (as “repair to porches identical to existing style and materials”). That approval included the following condition:

“1. New step railings, newels, and balusters are not included in the current COA application. If the existing railings, newels, and balusters are not used, their proposed replacements must be described in either a future COA application or a revision to the current COA application before those new elements are installed.”

New step railings of a different design and material have been installed. This new work, by definition, is “work done without a COA” and discussed under ordinance 44-1552(2)g. Per the municipal code: 44-1552(2)g - Work done without a COA.

1. If a COA is not obtained prior to the commencement of work, a fee will be assessed as provided in the City Fee Schedule.

2. When work or demolition has been done upon a designated historic structure, designated historic site, or structure within a designated historic district without a COA, and the LC finds that the work or demolition requires a COA but does not qualify for a COA, that work or demolition constitutes a violation of this article and the LC may require the owner to restore the structure or site to the condition the structure or site was in before the inappropriate work was conducted or modify the work so that it qualifies for a COA. Any owner who fails to restore work or demolition as ordered by the LC, in accordance with this section, shall forfeit not less than \$1.00 nor more than \$1,000.00. Any owner who violates this section within 24 months after committing a previous violation of this section shall forfeit not less than \$200.00 nor more than \$2,000.00.

3. If the owner does not comply with the restoration or modification requirement within 60 days, the LC may seek an order from the Circuit Court to require the owner to restore the structure or site to its former condition or to modify the work so that it qualifies for a COA.

4. If the owner does not comply or cannot comply with the order of the court, the LC or its agent may elect to, but is not required to, enter the property and conduct work necessary to restore the structure or site to its former condition or modify the work so that it qualifies for a COA in accordance with the court's order. The cost of the work shall be charged to the owner and may be levied by the City as a special assessment against the property. When acting pursuant to said order of the Circuit Court, the LC or its agents may enter a property for purposes of this section.

Some of the more relevant portions of the Secretary of the Interior’s Standards for Rehabilitation are as follows.

2. 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.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual

qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

LC staff notes that the previous stair railings were not historic, and no historic images are readily available showing what a historically accurate design might have been.

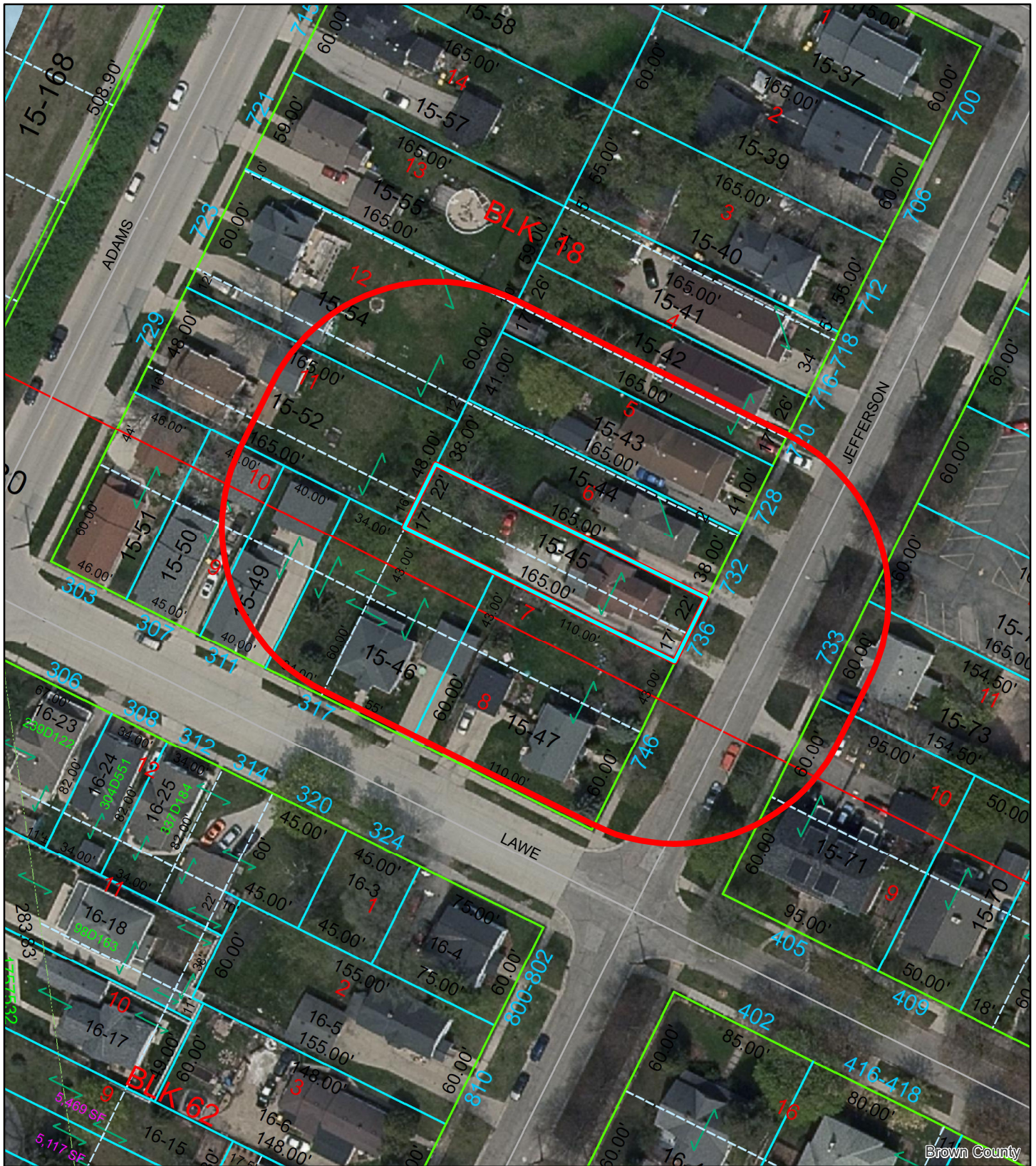
RECOMMENDATION

The metal step railings installed here do not appear to have a negative impact to the historic character or integrity of either this property or the surrounding district. Although the new railing may not be historically accurate, it is nonetheless much more appropriate to the style and character of this house than the railings that have been removed. LC staff recommends that the LC find the new railings qualify for a COA, and that a COA be issued for the work already finished (thereby satisfying the requirements of ordinance 44-1552(2)).

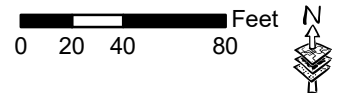
FISCAL IMPACT

ATTACHMENTS

1. COA 21-14 Map
2. 736 S Jefferson (2019)
3. COA 21-14 Violation Photo
4. COA 21-14, 736 S Jefferson - STAFF Certificate of Appropriateness (COA) Approval Letter
5. 736 S Jefferson, Property Details



(COA 21-14) Front Porch 736 S Jefferson Street



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 10 Nov 2021 X:\Planning\Basemaps\template_8.5x11.mxd

- 736 S Jefferson Street
- 100-ft. Notification Area



736

DO NOT
BLOCK
DRIVEWAY
←→





City of Green Bay
Department of Community and Economic Development

June 3, 2021

Bob Goynes
2398 Cedar Ridge
Green Bay, WI 54313

Sent Via E-Mail (goynesrobert@gmail.com)

Re: Certificate of Appropriateness, Approval of Front Step Replacement

Dear Applicant:

Please be informed that the City of Green Bay's Landmark Commission's staff has approved the Certificate of Appropriateness (COA) for new cast concrete front steps at 736 S. Jefferson Street. This project is described as the removal and replacement of existing concrete steps with a new, cast concrete step unit.

This approval is subject to the following condition:

- I. New step railings, newels, and balusters are not included in the current COA application. If the existing railings, newels, and balusters are not used, their proposed replacements must be described in either a future COA application or a revision to the current COA application before those new elements are installed.

Please note that this approval expires one year from the date of this COA. If the project as described above has not been started by the above date, a new COA will be required. Any changes to the project should be reported to the Landmark Commission's staff prior to work being done. If substantial changes are proposed, a new COA may be required.

Any permits required for your project as required by the City's Municipal Code can now be applied for. For questions regarding building permits, please contact our Inspection Division at (920) 448-3300.

Sincerely,

Stephanie Hummel, AICP
Planner II

cc: Pete O'Connor, Inspection Department

Address: 736 S Jefferson St
Parcel No.: 15-45
WI AHI No.: 52687

Historic Name:

Built: 1900 c. 1900
Historic Use: house
Architectural Style: Queen Anne
Wall Material:
Architect:

National Register: 2/27/1980
State Register: 1/1/1989
Other:

NRHP nomination link:

<http://focus.nps.gov/pdfhost/docs/NRHP/Text/80000107.pdf>

(district nomination)

Notes:

"Queen Anne lines are apparent in this two story frame house.
Owner: Nancy Ebert"
- per NRHP nomination

Stewardship:

- Character - Overall form & fenestration. Cross gable form typical of its Queen Anne style. Full-width front porch. Clapboard profile siding w/ corner boards. 1/1 windows.
- Features - unknown. Features appear to have been lost or covered.
- Alterations - Porch columns, railings, & balusters. Shed-roof dormer/addition over entry door. Replacement siding & windows. Entry doors moved.
- Misc - Likely was a twin of 732 S Jefferson when built.

1911-1912 - Blank Emil, lab., & Blank Ruby, clk.



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

November 17, 2021

PREPARED BY

Jason Flatt, Staff

AGENDA ITEM # E.3

(COA 21-31) Consideration and possible action on a design review for door and window replacements located at 840 S. Jefferson Street.

BACKGROUND

840 S. Jefferson Street is a contributing property in the Astor NRHP District, built c. 1903. This house sits on an end lot, facing S. Jefferson Street to the southeast, Porlier Street to the southwest, and S. Adams Street to the northwest. This house retains good integrity (wood clapboard siding, for example), but was converted to a duplex c. 1958. The current owner has been returning the house to a single-family arrangement since 2008.

The COA proposes several changes that impact the exterior of the property:

1. Replace the dining room windows on the first floor (side / southwest wall) oriel with two double-hung, aluminum clad, divided light windows. Window specs identify these as Pella “SDL” (simulated divided light) 6/6 types with a VLT of 0.50.
2. Replace the bathroom window on the second floor (rear / northwest wall) with an already purchased 6/6 window (see picture). The existing bathroom window is c. 1958. The new window size is likely a match for the historic c. 1903 window opening, but narrower than the existing c. 1958 window. Extra space to the south of the new window has to be filled with new cedar siding, staggering/scarfing the lengths to blend with existing siding.
3. Replace a 1970s-era sliding door on the first floor (rear, northwest wall) with a door matching or similar to that on the front (southeast) of the house. The new door has not yet been selected – they are searching for an antique/salvage door, possible with two small glass panes on top like that on the front door. No sidelights proposed.
4. A new aluminum-clad, casement window adjacent to the new rear door. Window specs identify this as Pella “SDL” (simulated divided light) 8 pane (4 rows & two columns of panes in each half of the window openings), types with a VLT of 0.47.
5. New siding below the casement window, filling the remaining area that is currently occupied by the sliding glass doors.

LC Staff notes the following Secretary of the Interior’s Standards for Rehabilitation.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

LC staff notes that “SDL” (simulated divided light) windows do not have a spacer piece between the interior & exterior applied grilles (between the panes of glass). Past experience suggests that the LC requires the spacer between interior & exterior grilles (Pella calls this an “ILT” integral light technology grille).

LC staff further notes that the Wisconsin Historical Society / SHPO requires a visual light transmittance of 72 or higher (a VT rating of 0.72). Reference: <https://www.wisconsinhistory.org/Records/Article/CS4308>

RECOMMENDATION

LC staff notes that the proposed changes appear to be largely supported by the homeowner's research and reported physical evidence. Furthermore, in the absence of any historic photographs, the proposed changes are appropriate for the historic style and character of this house.

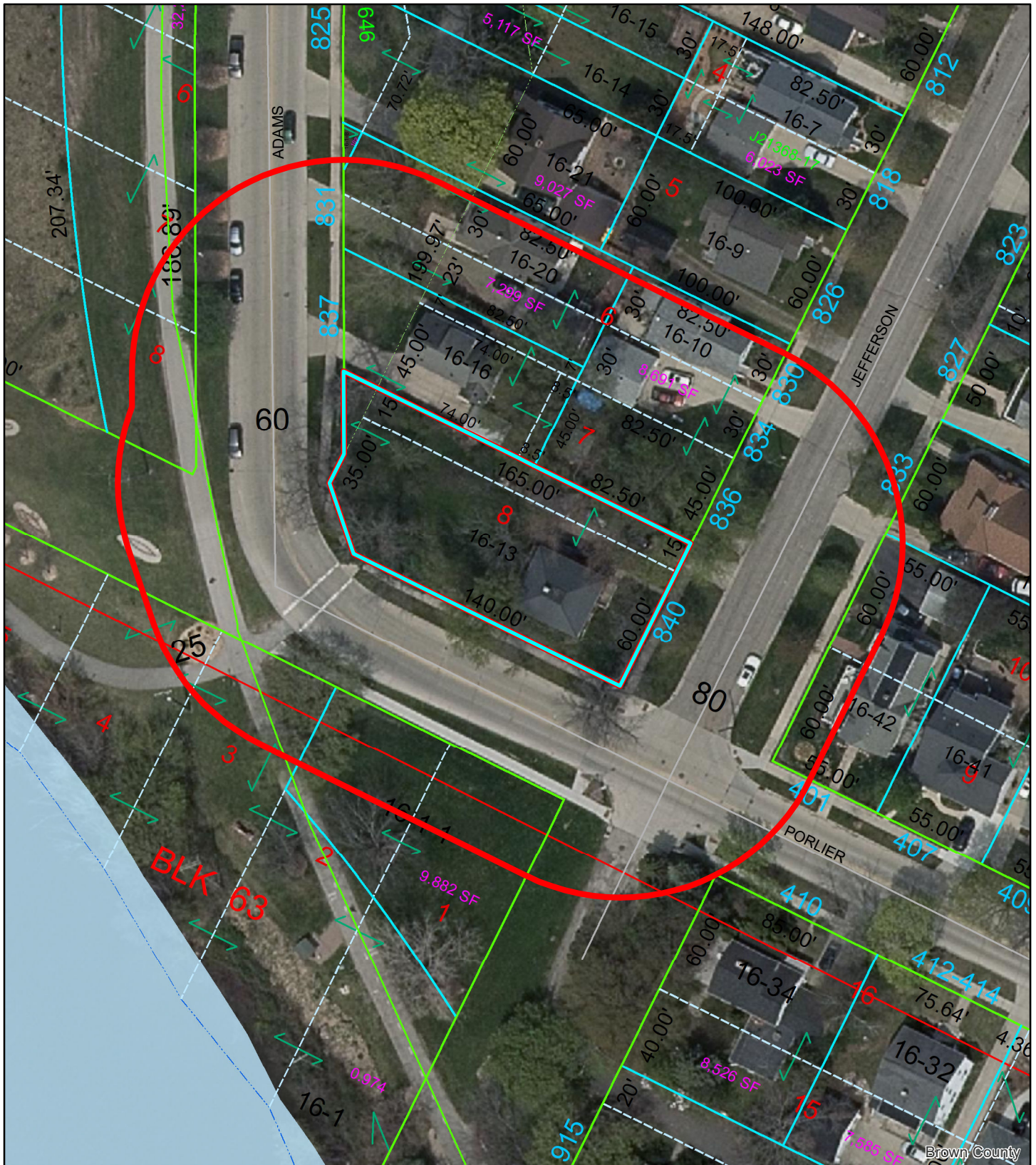
LC staff recommends approval of the proposed exterior changes provided that the new window specifications are changed to reflect "ILT" grilles (versus "SDL" grilles). A project description provided by the applicant describes the new windows as "true divided-light", but the manufacturer specifications do not agree (SDL is not true divided light – IDL is appropriate and matches what the owner describes).

Based on Wisconsin SHPO requirements, the proposed replacement windows are inappropriate due to their visual light transmittance of 50 & 47 versus the SHPO requirement of 72 or higher. This is a state-specific requirement and may not be typical elsewhere in the country. Due to state requirement, LC staff is compelled to recommend that replacement windows with a VT rating of 0.72 or higher be specified, but recognizes that this may be a more important consideration when evaluating commercial buildings that are individually listed (as opposed to contributing houses in a district).

FISCAL IMPACT

ATTACHMENTS

1. COA 21-31 Map
2. 840 S Jefferson 02 2019
3. 840 S Jefferson 01 2019
4. COA 21-31 Pic 1
5. COA 21-31 Pic 2
6. COA 21-31 Pic 3
7. COA 21-31 Window Specs
8. Photo One 10.25.2021
9. Photo Two 10.25.2021
10. Photo Three 10.25.2021
11. Photo Four 10.2021
12. Photo Description 10.25.2021
13. Project Description 9.24.2021
14. floor plan 9.24.2021
15. 840 S Jefferson, Property Detail Sheet



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 13 Oct 2021 X:\Planning\Basemaps\template_8.5x11.mxd

(COA 21-31) Window & Door Replacement at 840 S Jefferson Street

0 15 30 60 Feet



 840 S Jefferson Street

 100-ft. Notification Area

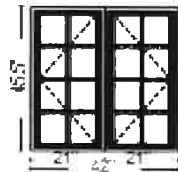










Line #	Location:	Attributes			Item Price	Qty	Ext'd Price
20	Kitchen	Lifestyle, 2-Wide Casement, 42 X 45.5, Without HGP, Brown			\$4,022.29	1	\$4,022.29
		PK # 2093	1: Non-Standard SizeNon-Standard Size Left Casement Frame Size: 21 X 45 1/2 General Information: No Package, Without Hinged Glass Panel, Clad, Pine, 5", 3 11/16" Exterior Color / Finish: Standard Enduraclad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Wash Hinge Hardware, Fold-Away Crank, Oil Rubbed Bronze, No Limited Opening Hardware, No Integrated Sensor Screen: Full Screen, Brown, InView™ Performance Information: U-Factor 0.29, SHGC 0.25, VLT 0.47, CPD PEL-N-14-00679-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Year Rated 08 11, Clear Opening Width 11.25, Clear Opening Height 41.375, Clear Opening Area 3.232422, Egress Does not meet typical United States egress, but may comply with local code requirements Grille: SDL, No Custom Grille, 7/8", Traditional (2W4H) Vertical Mull 1: FactoryMull, Standard Joining Mullion, Mull Design Pressure- 20, Overall Thru Direction- Vertical 2: Non-Standard SizeNon-Standard Size Right Casement Frame Size: 21 X 45 1/2 General Information: No Package, Without Hinged Glass Panel, Clad, Pine, 5", 3 11/16" Exterior Color / Finish: Standard Enduraclad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Wash Hinge Hardware, Fold-Away Crank, Oil Rubbed Bronze, No Limited Opening Hardware, No Integrated Sensor Screen: Full Screen, Brown, InView™ Performance Information: U-Factor 0.29, SHGC 0.25, VLT 0.47, CPD PEL-N-14-00679-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 50, Year Rated 08 11, Clear Opening Width 11.25, Clear Opening Height 41.375, Clear Opening Area 3.232422, Egress Does not meet typical United States egress, but may comply with local code requirements Grille: SDL, No Custom Grille, 7/8", Traditional (2W4H) Wrapping Information: Foldout Fins, Factory Applied, No Exterior Trim, 3 11/16", 5", Factory Applied, Pella Recommended Clearance, Perimeter Length = 175".				

Frame Size: 42" X 45.5"

Line #	Location:	Attributes			Item Price	Qty	Ext'd Price
25	Dining Room	Lifestyle, Double Hung, 30 X 62, Without HGP, Brown			\$2,469.34	2	\$4,938.68
		PK # 2093	1: Non-Standard SizeNon-Standard Size Double Hung, Equal Frame Size: 30 X 62 General Information: No Package, Without Hinged Glass Panel, Clad, Pine, 5", 3 11/16", Gray Exterior Color / Finish: Standard Enduraclad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Cam-Action Lock, Oil Rubbed Bronze, No Limited Opening Hardware, Order Sash Lift, No Integrated Sensor Screen: Full Screen, Brown, InView™ Performance Information: U-Factor 0.30, SHGC 0.27, VLT 0.50, CPD PEL-N-35-00426-00003, Performance Class LC, PG 35, Calculated Positive DP Rating 35, Calculated Negative DP Rating 35, Year Rated 08 11, Clear Opening Width 26.812, Clear Opening Height 27.75, Clear Opening Area 5.166896, Egress Meets Typical for ground floor 5.0 sqft (E1) (United States Only) Grille: SDL, No Custom Grille, 7/8", Traditional (3W2H / 3W2H) Wrapping Information: Foldout Fins, Factory Applied, No Exterior Trim, 3 11/16", 5", Factory Applied, Pella Recommended Clearance, Perimeter Length = 184".				

Frame Size: 30" X 62"

Line #	Location:	Attributes			Item Price	Qty	Ext'd Price
30	None Assigned	RPPOT1602 - 02 Branch Discount			(\$687.00)	1	(\$687.00)

photo 1
south



Photo 2



photo 3
West'side

Window
replacement
original
framing
reframe
a side
w/ cedar



original
framing
window
siding
Door
original
framing
door



Photo Description
October 25, 2021

Location: 840 S. Jefferson St., 54301

Owner: Jacqueline D. Frank

Photo One – South side of home. Replacement of the lower dining room **windows** (lower level, “bump-out”) with two double-hung, aluminum clad wood on exterior/wood interior, divided light windows. Wood interior. No change in size or exterior trim. Window replacement made due to severe dry rot. Please see page 3 of 17 of “Window Specs 2021” for the Pella window description.

Photo Two – Image of Kolbe and Kolbe window currently in storage. 51.5” x 29.5”. Possible replacement for the upper bathroom window on the south side of the house (ref. photo 3). Wood clad on interior and exterior.

Photo Three – West side of home.

- **Upper Level:** Replacement of a 1958 **window** with Kolbe and Kolbe wood window (ref. photo 2). This replacement window is the same size and style as the other original windows on the west side of the home. Placement of the window use some of original framing that is still in place and can be seen from the inside of the structure. When referencing photo 2, the original frame is still intact along the left, top and below the current window. The space to the right of the replaced window will be covered with cedar siding, matching what is currently in place. The siding will be installed to avoid any lines indicating that a larger window had been temporarily in that space.
- **Lower Level:** Replacement of a 1970s sliding door with a door and a window.
 - **Door:** The door will have no side lights and trim similar to what is found on the west side of the home. The door will be of the same or similar style as the door on the front of the house (ref. photo 4). This door on the front of the house has two small windows at the top. If an antique door with similar windows cannot be found, this door will not have the windows, but will have the same look. The door will be moved about 9” to the right as seen in this photo to align with the original door frame. No door has been identified for use at this time.
 - **Window:** Aluminum-clad, divided light, casement window will be installed to the left of the door. It will be aligned with the original 1903 window framing that is currently located at the top of the sliding door. Please see 2 of 17 of “Window Specs 2021” for the Pella description of this window. *For reference only – see photo 1: the upper level, right windows are casement windows of the same style as the proposed kitchen windows.*
 - **Reframing:** Below the window will be a space that had been part of the sliding door but will again become a wall to support the lower portion of the new

window. This area will be reframed, insulated, and covered with cedar siding to match the current siding on the home.

Photo Four – Front door, east side of house. This is a reference photo only. No replacement will be made to this door. This door is of the style that will be used for the back door (ref. photo 3).

Project Description

September 24, 2021

Location: 840 S. Jefferson St.

Owner: Jacqueline D. Frank

Projected project dates: October 15, 2021 – April 15, 2022

Summary Description

Originally built in 1903 as a single-family unit, the home was sold in 1958 and converted into a two-unit residence with an upper and lower apartment. After purchasing the home in 2006, a conversion back to a single-family home was started in 2008. The phases of this project included:

- Removing walls that divided the upper and lower units
- Moving the front door back to its original location
- Removing a wall that created a closet and small first floor bathroom and converted the space to a half-bath and laundry room
- Replaced several windows with the original style of window that was used in the house at the 1903 construction
- Uncovered window frames that were not in use in several locations and installed new windows with the original style of window used at the 1903 construction
- New insulation, drywall, plaster in Foyer, SW bedroom, stairway, first floor laundry/half-bath
- New breaker box added to replace the fuses previously used
- New roof
- New HVAC system
- Cedar siding replacement

The 2021/2022 project became a necessity when multiple leaks found in the home's plumbing system requiring a new system before it damaged the home more fully. This project will include:

- Removing the second-floor apartment kitchen and replace it with a full bath
- Removing the current second floor bathroom fixtures and using the space as a closet
- Install a functional first floor kitchen in the location original to the 1903 construction
- Rewiring the dining room, second floor bathroom, and first floor kitchen locations
- Replace the plumbing to the kitchen and bathroom locations
- Update dining room windows to style original to 1903 construction (no change in size)

- Replace a 1970s-installed sliding door in the first-floor kitchen with an exterior door and 42 x 44.5 casement in a style original to the 1903 construction. The door will be placed in the location of the original door to the 1903 construction.
- Clean-up any work that was not fully completed during the 2008 conversion (holes in plaster, etc.)

Wolf and Sons Plumbing, LLC. will complete all plumbing; Bay Ridge Electric will complete all electrical work. I will install insulation, drywall, windows, and doors. Plastering, cabinet installation, floor refinishing and other cosmetic work that I (owner) am unable to complete will be hired to specialists as necessary. There is no general contractor for this project.

More Project Details

Second Floor – Bathroom move

In 1958 the NW bedroom was converted in to a 13.29 ft. x 77.41 ft kitchen and an 8.08 ft x 4.5' bathroom to accommodate a second-floor apartment.

This project will remove the plumbing fixtures from the existing bathroom, creating a closet space. New flooring will be added to the closet. No electrical or structural changes are planned.

The kitchen will be converted into a full bath with all of the plumbing updated and moved into the interior wall. All of the fixtures will be new and will include an alcove tub, pedestal sink, and toilet. Electrical wiring will be updated, and new electric fixtures appropriate to the home's historic nature will be added. New insulation, dry wall, tile will be added. No structural changes will be made to the room the door will remain unchanged. **The window will be replaced with a 51.5" x 29.5" double hung window. (The window is an update from the original request for permit based on dry rot found after the application was originally submitted.)**

First Floor – Kitchen and Dining Room Updates

After the 2008 conversion back to a single-family residence, the first-floor kitchen was not fully functional and only the second-floor kitchen was used. The first-floor kitchen will again become functional with updated electrical wiring and updated plumbing. Additional electrical outlets will be added and any updates necessary for an overhead light and for a stove and refrigerator. A sliding glass door that was installed c. 1975 will be removed and replaced with one 42 x 44.5 Pella casement window appropriate to the 1903 construction and an exterior door will be placed in the location original to the 1903 construction. Owner will complete the work around the windows and door, install cabinets, insulation, drywall, plaster, tile, etc.

Dining room will have electrical wiring updated, new outlets added, and overhead light added. Two double-hung Pella windows in the style of the windows that were original to the 1903 construction will replace the current windows. No changes will be made to the size of the windows. No changes will be made to the structure. Owner will install windows, insulation, dry wall, tile, plaster, etc.

Notes regarding Historic Preservation

Custom **millwork** will be made to replace all baseboards and trim around the windows and doors in all parts of the project. This will be red pine – the same species as the original baseboard - and stained to match the original color to the 1903 trim. Lead paint will be removed from any salvaged trim before reinstallation.

The **maple floors** will be repaired and refinished by Ralph's Hardwood Flooring Co. (Black Creek, WI) with the intent of recreating the stain color and look as when they were originally installed in 1903.

Windows used in this project are the same style as were approved by the Historic Preservation Commission. They are true divided-light, wood windows made by Pella. The only difference in the window construction is that this set will have metal cladding on the exterior. The interior of the window will be fully wood that the owner will finish to match the other windows in the home.

Two phases of the 2008 project included window addition/replacement and the style, and the windows were brought to the Commission twice as part of the permitting process. The Commission approved them at each review.

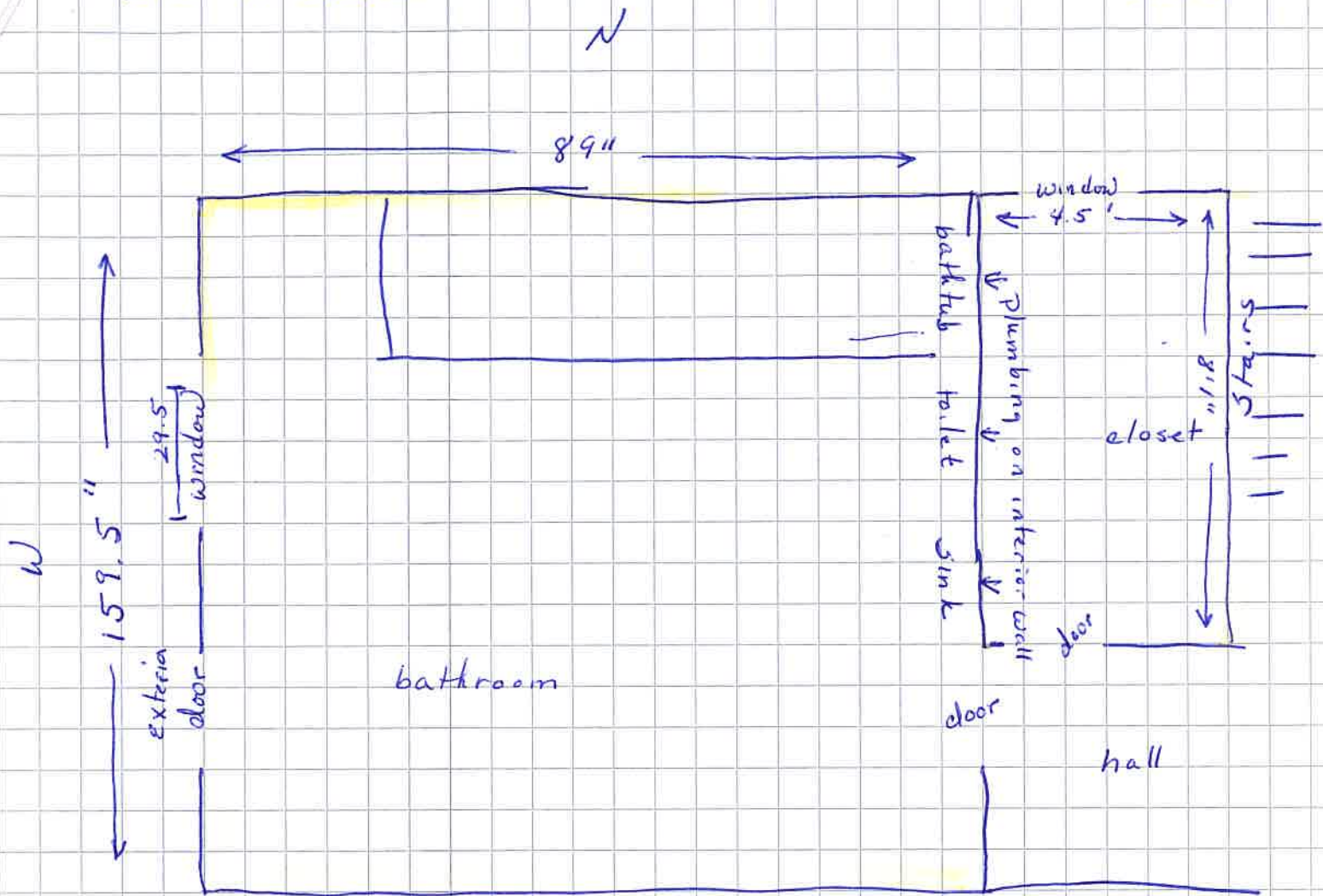
The **exterior door** will be of the same style as the front exterior door, in keeping with the original look of the home.

The original **plaster** in the rooms affected by the project is very delicate and must be replaced. The original horse hair plaster has a basically flat texture that will be replicated within the rooms. A second layer of plaster may be found within the walls, along the exterior side of the building. This plaster has been sound in other areas of the home and will be kept, along with the lathing. In areas of the interior wall where thicker layers of plaster will be needed, plaster board will be added over the lathing, and then finished with a flat coat of plaster to retain the original look. The interior of room will be finished with period correct paint colors as well as refinished, original woodwork will have the lead paint removed and then re-stained in the same shade as it was in 1903.

Foam sheet **insulation** will be installed in the spaces between the lath and the layer of plaster on the exterior side of the wall cavity in all areas of this project. This will be lined with a Tyvek vapor diffusion retarder.

Not to Scale

Proposed bathroom & closet



Second floor

Project area

2nd floor
840 S. Jefferson St.

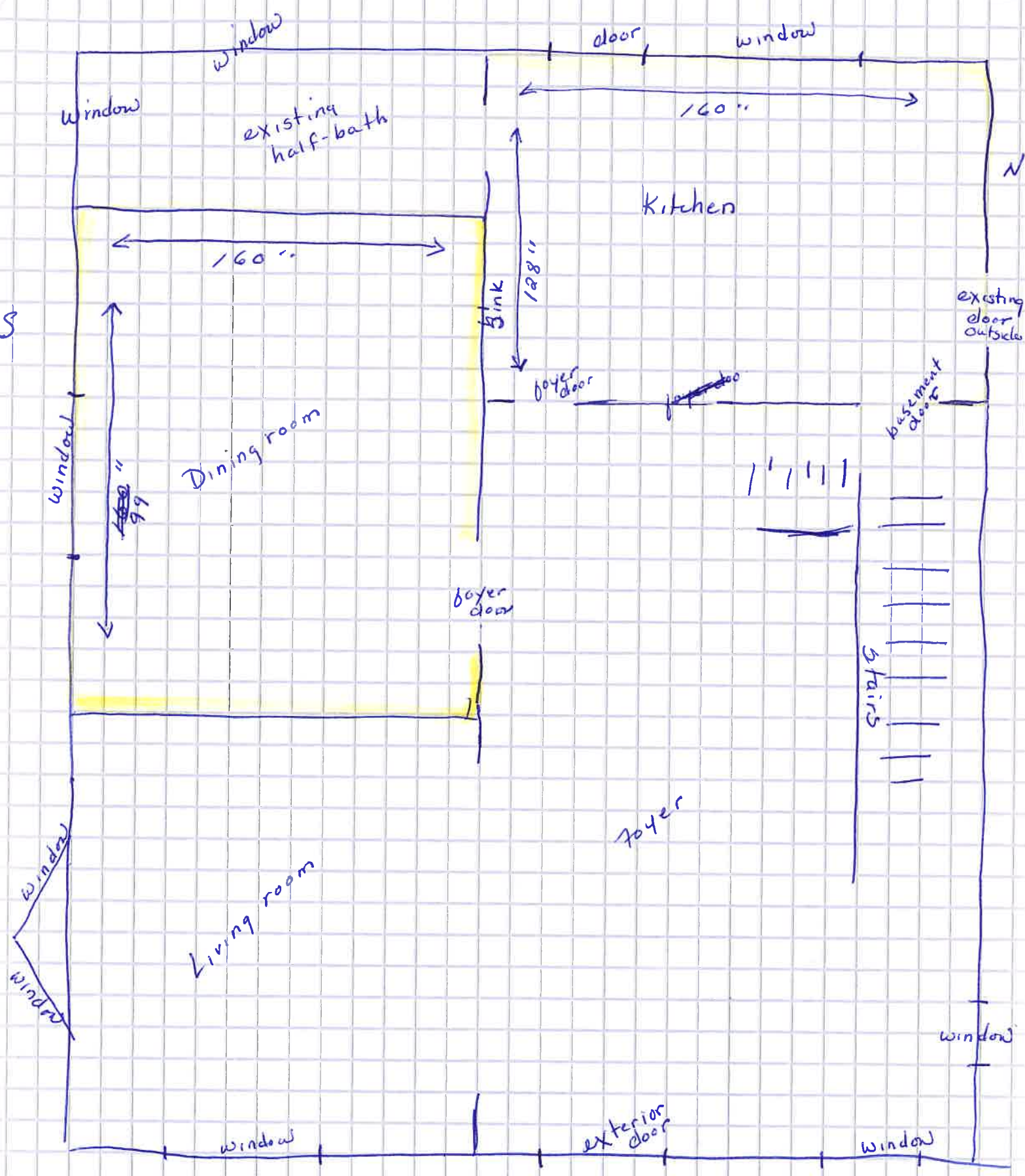
Not to scale

Proposed Kitchen
Dining room

S

W

N



Project area

1st floor
840 S. 1st St
Hanson St

Address: 840 S Jefferson St
Parcel No.: 16-13
WI AHI No.: 52791

Historic Name:

Built: 1910 c. 1910
Historic Use: house
Architectural Style: vernacular
Wall Material:
Architect:

National Register: 2/27/1980
State Register: 1/1/1989
Other:

NRHP nomination link:

<http://focus.nps.gov/pdfhost/docs/NRHP/Text/80000107.pdf>
(district nomination)

Notes:

"This is a two story frame house."
Owner: John Bettinger"
- per NRHP nomination

Stewardship:

Character - Overall form & fenestration. Hipped roof with flat top. Box-like design w/
unique triangular 2-story bay at south and 1-story rectangular oriel. 1/1
windows. Clapboard profile siding with corner boards. Top of 2nd
story windows defined by frieze. Brick chimney.
Features - Original siding & some original windows. Casing around entry.
Alterations - Some replacement windows (multi-pane types). Entry stoop railings &
balusters.
Misc -



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

November 17, 2021

PREPARED BY

Jason Flatt, Staff

AGENDA ITEM # E.4

(COA 21-35) Consideration with possible action on a design review for an already-installed upper deck located at 137 N. Oakland Avenue.

BACKGROUND

137 N. Oakland Ave is 1 of 20 contributing buildings (plus 2 non-contributing buildings) in the Oakland-Dousman historic district, built c. 1912 for Harry W Fisk. This is reported to be a Berners-Schober design ("archive stick no. 121"). The Oakland-Dousman district was added to the NRHP in 1988. At that time, the house was noted for its front porch, specifically, "The most prominent feature of the main façade is the full width, hip roofed front porch."

A storm resulted in damage to the existing upper balcony railings, above the front porch. When designated in 1988, this painted upper balcony railing consisted of solid (or nearly-solid) panels and what appear to have been wide box-like newels at the corners. Sometime prior to the storm, the balcony perimeter had been altered (narrower than in 1988), with higher railings and open spindlework with two diamond-detail panels below the rails – all painted. Following the storm, a new balcony surround has been constructed of unpainted wood, with square newel posts and square spindles face-nailed/bolted into the supporting railings & structure. This new work, by definition, is "work done without a COA" and discussed under ordinance 44-1552(2)g.

Per the municipal code:

44-1552(2)g - Work done without a COA.

1.If a COA is not obtained prior to the commencement of work, a fee will be assessed as provided in the City Fee Schedule.

2.When work or demolition has been done upon a designated historic structure, designated historic site, or structure within a designated historic district without a COA, and the LC finds that the work or demolition requires a COA but does not qualify for a COA, that work or demolition constitutes a violation of this article and the LC may require the owner to restore the structure or site to the condition the structure or site was in before the inappropriate work was conducted or modify the work so that it qualifies for a COA. Any owner who fails to restore work or demolition as ordered by the LC, in accordance with this section, shall forfeit not less than \$1.00 nor more than \$1,000.00. Any owner who violates this section within 24 months after committing a previous violation of this section shall forfeit not less than \$200.00 nor more than \$2,000.00.

3.If the owner does not comply with the restoration or modification requirement within 60 days, the LC may seek an order from the Circuit Court to require the owner to restore the structure or site to its former condition or to modify the work so that it qualifies for a COA.

4.If the owner does not comply or cannot comply with the order of the court, the LC or its agent may elect to, but is not required to, enter the property and conduct work necessary to restore the structure or site to its former condition or modify the work so that it qualifies for a COA in accordance with the court's order. The cost of the work shall be charged to the owner and may be levied by the City as a special assessment against the property. When acting pursuant to said order of the Circuit Court, the LC or its agents may enter a property for purposes of this section.

Some of the more relevant portions of the Secretary of the Interior's Standards for Rehabilitation are as follows (note particularly #6).

2. 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.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

Per the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings (page 50):

"RECOMMENDED – Replacing in kind...extensively deteriorated or missing components of wood features...when the replacement can be based on documentary or physical evidence. The new work should match the old in material, design, scale, color, and finish.

NOT RECOMMENDED – Using replacement material that does not match the historic wood feature."

Additionally, Preservation Brief 45 "Preserving Historic Wood Porches" stresses the importance of the appearance of historic porches and their link to the character of a building. Specifically, "In preserving historic buildings, it is important to understand the history and evolution of a particular structure and what features contribute to its historic character. This is especially applicable when working with historic porches since they usually are prominent features, significant to the character of a building." – and – "The architectural style of a porch may relate to the building and may help define its character." This preservation brief also discusses modifying historically appropriate designs with sympathetic changes to satisfy code requirements (such as increased railing heights, etc).

LC staff notes that this reported Berners-Schober design may have documentary evidence available for determining the historic porch/balcony design (important to satisfy Sec'y of the Interior's Standards #6 as well as Guidelines best practices). LC staff notes that the balcony enclosure present in 1988, when this house was added to the NRHP, was removed and replaced long ago. LC staff notes that the storm-damaged, post-1988 balcony design (size, scale, & aesthetic qualities) were substantially different from those present in 1988, likely driven, in part, by safety requirements for railing heights. LC staff notes that the new 2021 balcony design is somewhat similar to its immediate predecessor (size & scale), but significantly different in method of construction and aesthetic qualities. Regarding method of construction, the face-nailing of newels & balusters (versus earlier end-nailing) is generally incompatible with maintaining the integrity of historic properties. Regarding aesthetic qualities, unpainted material is incompatible with the historic integrity of this house, and the all-spindle design is a noticeable change from the earlier all-panel (1988 & earlier) and partial-panel designs.

RECOMMENDATION

The overall design of this balcony does not conform to the Secretary of the Interior's Standards (particularly #6 – replacement of a missing feature) and currently has a noticeable negative impact to the integrity of this designated historic property. A more appropriate design to replace this damaged/missing feature was possible. Given that a new feature has been constructed, LC staff recommends discussing options to mitigate any negative impact to the integrity of this property, including, at a minimum, painting of the new feature – with an eye towards satisfying the requirements of ordinance 44-1552(2)g2 ("...modify the work so that it qualifies for a COA").

FISCAL IMPACT

ATTACHMENTS

1. COA 21-35 Map
2. 137 N Oakland Ave (1988)
3. 137 N Oakland Ave (2017)
4. COA 21-35 Before Picture
5. COA 21-35 Storm Damage Picture
6. COA 21-35 Storm Damage Picture 2
7. COA 21-35 After Picture
8. 137 N Oakland, Property Details













