



# **MINUTES OF THE LANDMARKS COMMISSION**

**WEDNESDAY, AUGUST 17, 2022, 4:30 PM**  
**Virtual Meeting. Public may join via Zoom.**

## **A. ZOOM MEETING INFORMATION.**

I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

## **B. ROLL CALL.**

I. Members: Chair Ron Dehn, Vice Chair Paul Martzke, Ald. Brian Johnson, Ian Griffiths, Susan Ley, David Siegel, and Rebecca Derenne

Present: Ron Dehn, Paul Martzke, David Siegel, Susan Ley, Rebecca Derenne, Ian Griffiths, Brian Johnson, Excused:

## **C. APPROVAL OF THE AGENDA.**

I. Approval of the agenda for the August 17, 2022, meeting of the Landmarks Commission.

Moved by Ald. Brian Johnson, seconded by Susan Ley to approve the agenda. Motion Passed.

Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

## **D. APPROVAL OF MINUTES.**

I. Approval of the minutes from the July 20, 2022, meeting of the Landmarks Commission.

Moved by Ald. Brian Johnson, seconded by Rebecca Derenne to approve the minutes. Motion Passed.

Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

## **E. COMMUNICATIONS & REFERRALS**

I. Communication from Alder Galvin, District 4, related to number of meetings of the Landmarks Commissions.

Moved by Ald. Brian Johnson, seconded by Paul Martzke to receive and place on file. Motion Passed.  
Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

## **F. REGULAR BUSINESS.**

I. Consideration with possible action on request from the State Historic Preservation Office to review a nomination to the National Register of Historic Places for the property located at 1424 Admiral Court, also known as Mason Manor.

Moved by Ian Griffiths, seconded by Ron Dehn to open the floor. Motion Passed.  
Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

Moved by David Siegel, seconded by Paul Martzke to close the floor. Motion Passed.  
Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

Moved by Ald. Brian Johnson, seconded by Ian Griffiths to approve as requested. Motion Passed.  
Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson,  
No- None, Abstain- None.

## **G. INFORMATIONAL.**

1. Staff-Level COA Applications.

2. Review City Raze/Repair Orders and Demolitions.

3. Staff Update.

4. Date of next meeting: Wednesday, September 21, 2022.

## **H. ADJOURNMENT.**

Moved by Rebecca Derenne, seconded by Susan Ley to adjourn. Motion Passed.  
Yes- David Siegel, Ian Griffiths, Paul Martzke, Ron Dehn, Susan Ley, Rebecca Derenne, Brian Johnson, No- None, Abstain- None.

## **VERBATIM MINUTES**

- Item A, this is Zoom meeting and just information in the packet that tells you how to join just like I did. Item B, we have a roll call and everyone is present today. So there's no one missing. Item C approval of the agenda for tonight.

- Move to approve.
- Okay. We have a second. Okay. All of you in favor, say aye.
- Anyone opposed to that approval? Okay, that motion carries. Item D approval of the minutes from the previous meeting.
- Move to approve.
- Second.
- Second.
- Okay. Any comments or questions? Concerns? No. Okay. All of those in favor. Aye.
- Aye.
- Aye.
- Any nays? Any nays? Okay, the ayes have it. That it also carries. Item number E communication from Elder Galvan district four, related to the number of meetings of the Landmarks Commission. I presume Stephanie, this is yours.
- Yes. I did put the communication in your packet so you had a chance to review it ahead of time. I'm recommending this be referred to staff so I can take some time to see when our busiest season is, run it past our staff to make sure we have enough staff coverage for two meetings per month. And then also run it past all of you to make sure that that's an accommodation you all can make. Getting onto this commission, it was set for once per month. So I just wanna do some background research before we commit to two times per month in the summer.
- Stephanie, just a question. And this is part of me learning a little bit with this group as well. How many of the decisions does this group make that are binding versus what needs to be referred to council?
- Nothing is referred to council for Landmarks Commission outside of nominations to the national or local register.
- Okay. The reason I ask is to be a moot point because council doesn't even meet that often, but okay. So knowing that, that helps. Thank you
- Stephanie, what's the, I don't understand the background behind this. When have we not been able to accommodate anybody that's come before this commission? We hold special meetings when we've tried to squeeze people in and we've had a lot of months where there hasn't been anybody even bringing items forth. So did we, where have we fallen down that somebody thinks we need to meet twice a month?
- I don't think that we have. I think that it is the, you know, you see the meeting deadline maybe

people aren't applying when they want to because they see when the deadline is. Every time that somebody has a request that is coming in that's you know, three to four weeks out from our landmarks commission meeting, I always offer them a special meeting. So it's up to them to take me up on that or not. And there hasn't been an instance in which we haven't been able to hold a special meeting. So that's why I kind of wanna like dig into it a little bit. So maybe we can get some numbers to Galvan to say I'm not sure this is warranted or it's only warranted for May and June, you know? So I wanna make sure that we're really specific about it 'cause I don't wanna be having you guys, you know, earmark your time when we're gonna be canceling all these meetings anyway. So I just wanna do a little bit more research.

- Well, and I think as a part of your research the question I would have is, are other committees within the city meeting twice a month, like, you know zoning and appeals, you know, other types of committees that might be similar to ours that obviously are time sensitive for projects or things of that nature. 'Cause I would advocate that we'd wanna be consistent with those, but I'm just looking for the, you know what's the problem we're trying to solve here would be my question.

- Okay. I can definitely follow up with them about that/

- If I could jump in here. Paul, your concerns absolutely are reflecting my own. I very much would like to know what problem this is solving what this is addressing because I'm very skeptical that this is necessary. If we look at just last month, seven minutes, this month we have got a single item that we're addressing. And I mean, it seems that that's what happens is we have very few items. So I think to commit to any more meetings would be a burden on us that I just don't see being justified, but I certainly would let Elder Galvin substantiate the position. But at this point I'm really skeptical this is necessary.

- I would like to echo that sentiment exactly the same. We have never not held a special session when we needed to you know, and perhaps maybe we could change the wording on the application just slightly to say, like, if you're in a special time zone or you know, you need this done quickly, would you request a special meeting and they could check a box yes or no. Maybe we could put something like that on the application itself. But I, I agree. I don't see that any particular problem that this is addressing. We've always been there for them, so.

- I agree.

- Okay.

- And Ryan, I like your idea of maybe communicating our availability a little better on the packet information.

- Yeah, just a few words, just to say that, you know, to say that if a special meeting is needed because you're on a special timetable, let us know, check this box and we'll contact you right away. Otherwise why meet?

- Okay.

- My fear of that is that everybody will check that box and we'll have not only every other week but we'll have it every week, several times a week. And I think in very instances where we need to

accommodate, absolutely, but it doesn't seem to me that this is that much of a hardship that people if they had the forethought of what they're doing that most of these are historic buildings they've been around a while. If there's repairs needed, it didn't happen overnight.

- Well. And based on the availability of the construction industry right now the meetings of our commission are the least of the applicant's problems in terms of getting their projects done.

- Yeah. Well put yep. Agreed. Agreed.

- Granted that'll change down the line but still we could offer special meetings.

- Well, Stephanie's already said though when she contacts them if they need a special meeting, we've called it. So, I think we've gone full circle here.

- So we're all pretty no on this, but I would still like the opportunity to dig into our past couple years and make sure that we're not missing anything here and just touch base with Elder Galvin to make sure that if there are any concerns that he's been hearing from the community that we're able to address those either by updating our process or updating our meeting schedule.

- Yeah. I think Stephanie if you were able to document the average time between the time that somebody came in for an application and the actual meeting, that would answer a lot of questions I think, or provide a lot of insight.

- So would anyone like to make a motion on what Stephanie just said?

- I beg your pardon? Brian, you said?

- I would just make a motion to receive and place on file and Stephanie can come back to us if she thinks she needs an action item.

- Okay. Do we have a second?

- I'll second it.

- Okay. All those in favor. Aye. Anyone disagree with that point of view? Any nays? Okay. Stephanie, you can get back to us then. Motion carries and you can get back to us on that order of business. Item F regular business consideration with possible action on request from the State Historic Preservation Office to review a nomination to the National Register of the Historic Places. Excuse me for the property located at 1424 Admiral Court also known as Mason Manor. Jason.

- So as a certified local government, you the Landmarks Commission for the city of Green Bay will receive advanced notice of any national registered nominations that have been prepared for properties within the city limits of the city of Green Bay. This happens to be the first such one, where we were a CLG with the Landmarks Commission that I'm aware of anyway. And it happens to be one that I wrote. So Mason Manor built in 1972. You can see a picture of it here, I think, is according to the State Historic Preservation Office potentially eligible for listing in the National Register of Historic Places under social history. So the nomination paperwork that you have is available for your review and if you'd like to comment as a Landmarks Commission on that

nomination saying whether or not you think it's worthy of National Register stuff or if you catch me in an outright lie in the text that's all something SHPO would like to know about. I know my architectural description in that nomination is very, very laborious to read through. I wouldn't recommend that you read it. The historic context is kind of interesting because in that, I trace the history of how government has attempted to address the issue of the poor, if you will, from the mid 19th century to the present time. And in that you'll see a little bit of history about the county asylum and then moving into some New Deal stuff. And then a nice discovery, if you will about the Green Bay Housing Authorities first iteration immediately after World War II which led to some houses being built on Green Bay's west side, between Seventh and Ninth Streets, I think. And then finally the current iteration of the Green Bay Housing Authority, which constructed this building in 1972. So I don't have a whole lot more to make you listen to unless you have questions.

- Any questions, anybody? Any discussion?

- I guess it, from a city perspective, you know a lot of times obviously when you put items on sort of the status, it can sometimes increase the cost to maintain. I'm just curious how that's going to impact the city. If in particular, if you know this is a facility that's designed to maybe service folks that are lower income, you know, how is that expense gonna get passed along? I mean, any kind of insight with general ongoing maintenance and how this might affect it.

- Sure. There's a bit of a backstory there and I don't know the entire rationale, but the city requested that we do this nomination. I suppose the whatever firm it is that manages the building believes that this designation can help them to capture some tax credits for some rehabilitation of the building. They wanna do some interior and perhaps exterior upgrades. So it's above my pay grade to question that I was just tasked with writing the nomination. Somebody thinks it's gonna be a benefit to the city. So that that's all.

- I'm sorry, Jason. I didn't mean to interrupt, isn't Mason Manor in play right now with a project for redevelopment and is that the reason for this request?

- Cheryl's got her hand up in the air for this answer. So go ahead, Cheryl.

- Do we need a motion to open the floor or no?

- Oh sure.

- Oh yeah.

- Well I'll second that motion. All in favor?

- Aye

- Aye.

- Okay. Let's open the floor here. Cheryl, go ahead and you can answer that question.

- So hello, I'm Cheryl Renier-Wigg. Today, I am the executive director of the Green Bay Housing Authority speaking to and such. So Mason Manor is going through what HUD calls, a rad conversion

which is allowing Public Housing Authorities to obtain some financing, which will allow them to do major renovation works on public housing. Some many build it's a high rise. It's all concrete it's right. It was very functional when it was built and it's been maintained, but it's very dated. There are some things that we need to spend a lot of money on, including like our boilers, our generators those basic things. In order to do that, we have to work. We're working with actually a developer Gorman and Company is the developer working with us on this project. We've also hired Baker Tilley to advise us on and to help us work through this HUD process to obtain these tax credits. So we are applying for tax credits. We're gonna apply for the 4% WEDA non-competitive and then we'd hopefully like to get some historic tax credits as well which will provide us the funding to do this remodel of this building. The residents are, they pay 30% of their income that will not change after this remodel. So that will still be affordable housing after it's completed, but it'll be in much better shape. Does that help?

- Cheryl, maybe just a follow up question to that. Sometimes tax credits make sense from my experience more often than not they don't because they don't completely close the gap on the increased cost in materials. I'm just curious if from your perspective if you've done working with Gorman and or Baker Tilley if you guys have kind of evaluated the cost versus benefit on that.

- We've done, so Baker Tilley has done a full report for us on that. They're actually why we hired them to make sure that you know, that we're gonna get our money out of the project print. Our guy from Gorman, I thought was gonna be at this meeting who's actually working on our capital stack, I don't see him there but this project won't happen if we don't use tax credits. It's really the only means for us to work through this HUD process with Public Housing Authorities because we don't as a Housing Authority, you know we don't have a lot of money to contribute to the project with private funds so really the only way that these projects work for public housing conversions is if we use a tax credit.

- Perfect. And of course I don't mean to paint, you know a broad brush stroke. I just so much as to imply every project's unique and different, right? I just, and oftentimes when you get listed, the material cost is more than what the tax credit can close, right? And if you've done that analysis, I'm comfortable with that, so.

- Yep. We have.

- And our recommendation here though, is strictly just to provide the letter of support to SHPO to get the building nominated on that. It's not actually asking for any money or any tax credits there. It's just strictly to get the building nominated. Is that correct, Jason?

- Yes. This is your opportunity to comment on the nomination.

- The reason Ron I'm asking the question though is if we do go through that process we get nominated, we get placed, now there's new requirements. And I just wanna make sure that we've done our diligence to understand the impact of that so.

- Gotcha.

- We've looked at window opening size. I mean, we've done kind of that what can't we do if we have this designation and really the building the way it's set up, it's, you know it's brick, it's built pretty

well. So I don't think there are many things that I guess the remodel that we're doing is not change of it at all. We're keeping the spiral entrance onto it, for example. We had considered possibly taking that off which would've not been good then for this historical designation, but we've decided to keep that on there partly due to cost, but also would allow us to apply for these tax credits, but.

- Somewhat related. Cheryl, is Monroe Plaza on your list too?

- Well, we don't own Monroe Plaza.

- Oh, I thought you did.

- It's on a different list for me with a different hat.

- Oh, there you go. Okay. I thought the Housing Authority owned that.

- No, we own the public. The Green Bay Housing Authority owns Mason Manor and we own 48 units of scattered site housing throughout the city.

- Hm. Okay.

- Anyone else? Do we have a motion to close the floor?

- I'll make that motion.

- Second.

- Okay. All in favor. Aye.

- Aye.

- Aye.

- Aye.

- Anyone against that? Okay. The motion carries, floor's closed. Well, do we have any kind of a non what do you wanna call it? Would anybody like to make a motion on this matter?

- Move to approve.

- Second.

- Okay. All in favor? Anyone opposed to that? Okay. The motion carries unanimously. All right, Jason.

- Thank you.

- Excuse me. Item G, number one. Staff level COA applications.

- [Jason] I think we had two. One of them was for a roof replacements identical to what's there, just newer. And the other one is a chimney tear down and rebuild with existing material to match existing design. So here they are.

- Alrighty, where's that? Oh, I see it. Okay. There was the address. I got it. Okay. Number two, review city raise repair orders.

- [Jason] Yes. We have two raised repair properties. First is 1208 Wirtz. That's fire and water damage Here, you can see the large blue tarp on the one side. Not sure what's going on inside, but it doesn't sound good. Next one is 1643 Cass which from the outside may be not remarkable, but the raise repair order mentions damage to the roof, the floors, the ceilings all having water damage and then some electrical concerns.

- Is that a vacant property?

- I don't know.

- Just curious. Okay.

- [Jason] I don't know. Nobody shot at me, so it was vacant enough, I suppose.

- Okay. Well questions or comments, anyone? Item number three, staff update.

- I don't know that I have any.

- I don't think I do either. We're just wrapping up, sending out the RFPs for our next phases of the intensive survey update and also closing out the last survey one. So we do like three years all at one time. So we're closing out one right now by then, by mid-September and the RFPs are due back to us by September 1st or 2nd for the next phases. So that should be starting this fall.

- Okay, great. Thank you. Item number four. Date of next meeting is Wednesday, September 21st. Stephanie, will you be providing us with that information then that you're digging into?

- Yes. If it's substantial enough for any sort of action I'll bring it back here. If not, I'll just follow up via email but I'll be sure to talk to Elder Galvin first.

- Okay. Fair enough. Thank you.

- I would just point out that there wasn't anything on today's agenda that required action that was time sensitive, so.

- Yeah.

- Yeah.

- Good observation, Brian.

- All right. Thank you, everybody. Do we have a motion to adjourn?

- Motion.
- It's all moved.
- Okay. All in favor? Anyone opposed to that? Have a nice evening, everyone.