



AGENDA OF THE LANDMARKS COMMISSION

WEDNESDAY, APRIL 19, 2023, 4:30 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

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

B. Roll Call.

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

C. Approval of the Agenda.

1. Approval of the agenda for the April 19, 2023, meeting of the Landmarks Commission.

D. Approval of Minutes.

1. Approval of the minutes from the March 15, 2023, meeting of the Landmarks Commission.

E. Regular Business.

1. (COA 23-06) Consideration with possible action on a design review for a replacement front porch located at 820 S Quincy Street.
2. (COA 23-07) Consideration with possible action on a design review for a building addition located at 100 S Jefferson Street.

F. Informational.

1. Staff-Level COA Applications.
2. Staff Update.
3. Date of next meeting: Wednesday, May 17, 2023.

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

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/89692538356?pwd=azA0c1hWd3kxaklnCjZlRXJQUW5qZz09>

Meeting ID: 896 9253 8356

Passcode: 973532

One tap mobile

+16468769923,,89692538356# US (New York)

+13017158592,,89692538356# US (Washington DC)

Dial by your location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+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

Passcode: 973532

Find your local number: <https://us02web.zoom.us/j/89692538356?pwd=azA0c1hWd3kxaklnCjZlRXJQUW5qZz09>

Public Comments

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting.

Additional Information

1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must state their name and address for the minutes.
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order Newly Revised 12th edition*.
2. Please log into the Zoom meeting at least 10 minutes before the meeting begins to ensure a proper connection and that your technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
3. Once you are in the meeting please mute yourself.
 - a. You may unmute yourself when you are called upon to speak.
4. Waiting room
 - a. When you call in or connect via web or Zoom app, you will be placed in a “waiting room.”
 - b. The meeting host will then admit you to the meeting, and mute you upon entrance (you will still be able to hear and or otherwise observe the meeting).
5. 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 be tied to an email.
6. Raising your hand
 - a. Committee/Commission/Board members—you can either use CivicClerk and request to speak or you can also utilize the “raise your hand” tool in the Zoom platform (you'd need to use a computer or tablet) to let the host know you would like to speak. You can also un-mute yourself and start speaking.
 - b. Persons with items on the agenda or other interested parties—you can also utilize the “raise your hand” tool on the Zoom platform via computer or mobile device. You will be allowed to speak once the committee, commission, or board has moved to “open the floor for interested parties to speak.” Once discussion on your agenda item has concluded, the host will mute you, unless the committee opens the floor again.
7. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—in advance of the meeting, please download the Zoom Meeting app by using either the Apple Store or the Play Store. You will be asked to input your name, to identify you for the meeting.
 - d. Computer—you can access the meeting through a web browser by clicking on the meeting link, or through the Zoom Meeting app. If using the app, please download it in advance of the meeting. You will be asked to input your name, to identify yourself for the meeting.
 - e. For tablet and computer users—if you download the app you may be asked to verify your email.

8. Zoom etiquette
 - a. Muting yourself when you're not speaking 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 state your name and address before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourself.
9. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee/commission/board meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching a Common Council meeting live on YouTube will see a gray screen with the City logo during closed session.
10. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number in the Zoom Meeting Information box.

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





Report to the Landmarks Commission of the City of Green Bay

MEETING DATE

April 19, 2023

PREPARED BY

Jason Flatt, Staff

AGENDA ITEM # E.1

(COA 23-06) Consideration with possible action on a design review for a replacement front porch located at 820 S Quincy Street.

BACKGROUND

820 S. Quincy is a contributing property in the Astor Historic District. A large rear addition was reviewed by the City's Historic Preservation Commission within a year or so prior to the revision of the City's preservation ordinances. The historic exterior siding, as well as some historic windows, was replaced as part of that work, but the historic porch columns, balusters, and railings remain. Additionally, second-story newels and railings were present on the front porch, but this material has since been removed (likely at the time of the construction of the rear addition). The full-width, two-story front porch has historically been the dominant architectural feature of this building.

This request for COA calls for the removal of the remaining historic porch materials (columns, balusters, and railings) and the addition of new columns, newels, balusters, and railings at the first and second stories. Details on the new material have not yet been provided; however, drawings of the proposed work show new porch railing heights to be much taller than what is currently present and what is historically accurate.

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.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
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. Among many topics covered, the railing/balustrade height is addressed. Historic railing heights were typically 28”-30” and/or no higher than the window sills. Where code requires the railing height to be increased to address safety requirements, Preservation Brief 45 notes, “Adding a simple rail above the historic railing and painting it to rude its presence as much as possible is generally the least intrusive solution when this safety requirement must be met.”

RECOMMENDATION

LC staff feels that the proposed work does not satisfy the Secretary of the Interior’s Standards or the relevant Preservation Brief 45. LC staff notes the following issues at the first story:

1. Existing historic columns, railings, and balusters have not been demonstrated to be irreparable,
2. Proposed replacement material (shape, form, etc. – or vendor cut sheets) has not been specified,
3. Proposed new rail height creates a “caged-in” appearance, whereas a different design approach, such as a “booster rail”, could mitigate this issue.

LC staff notes the following issues at the second story:

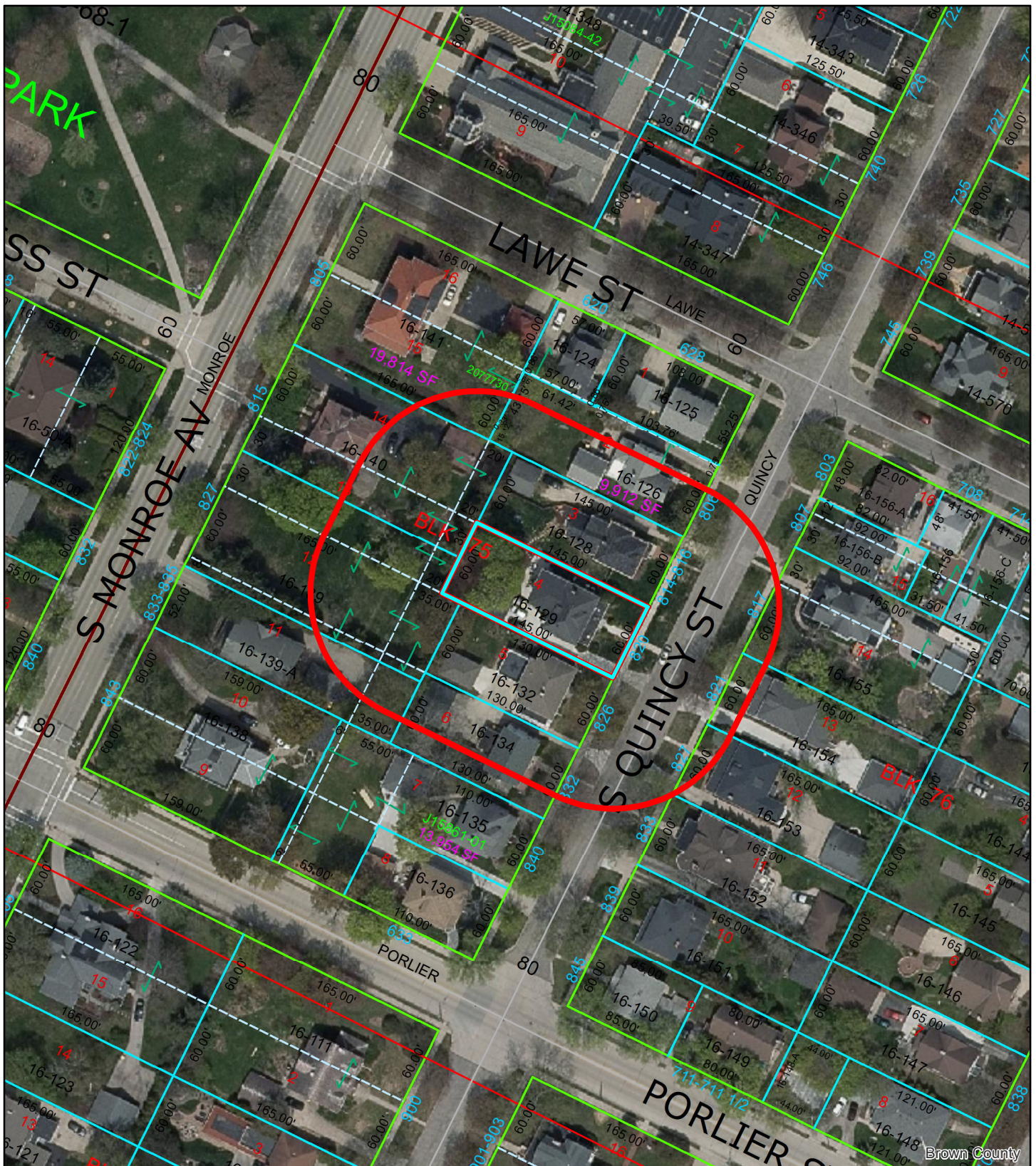
1. Proposed replacement material (shape, form, etc. – or vendor cut sheets) has not been specified,
2. Proposed new rail height creates a “caged-in” appearance, whereas a different design approach, such as a “booster rail”, could mitigate this issue.

LC staff recommends waiting for additional information from the applicant (to establish that existing porch elements [columns, rails, balusters] are beyond repair) and discussing design alternatives that would mitigate the inappropriateness of the proposed design (rail height, in particular).

FISCAL IMPACT

ATTACHMENTS

1. COA 23-06 Map
2. 820 S Quincy 2019
3. COA 23-06 Exhibit
4. COA 23-06 Pic 1
5. COA 23-06 Pic 2
6. COA 23-06 Pic 3
7. COA 23-06 Pic 4
8. COA 23-06 Application
9. 820 S Quincy Property Detail Sheet



(COA 23-06) New Front Porch
820 S Quincy Street

0 25 50 100 Feet



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. 11 Apr 2023 X:\Planning\Basemaps\template_8.5x11.mxd

- 820 S Quincy Street
- 100-ft. Notification Area







820

1903







CERTIFICATE OF APPROPRIATENESS APPLICATION

Department of Community
and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3300 - phone
(920) 448-3426 - fax
www.greenbaywi.gov

All fields must be completed before application will be processed.

File Number: _____

1. Address: 820 S. QUINCY ST. GREEN BAY, WI 54301
2. Parcel #: 16-129
3. Owner of record: BRYAN WOYAK Phone: 715 252 2252
820 S. QUINCY ST. GREEN BAY WI 54301
(Address) (City) (State) (Zip)
4. Applicant's Name: BRYAN WOYAK
820 S. QUINCY ST. GREEN BAY WI 54301
(Address) (City) (State) (Zip)
715 252 2252 baw98@msn.com
(Office Phone #) (Cell Phone #) (E-mail Address)
5. Present use of Property: HOME / PRIVATE RESIDENCE
6. Description of Project: Describe each item of the project separately.
Include existing condition(s) when describing item. Also, describe the proposed work, material(s) to be used
and the impact the item would have on existing historic or architectural features of the property. (Attach
additional sheets if necessary.)
EXISTING FRONT LOWER & UPPER PORCH ARE ROTTED AND
NEED REPLACEMENT - WOOD W/ WOOD
REUSE EXISTING FOUNDATIONS
7. Attachments:
☐ Site Plan of the lot (Please indicate direction of north, dimensions, structures, etc.)
☒ Sketches, drawings, building and streetscape elevations, and/or annotated photos
☐ Exterior photos
☐ Specifications (materials) for the project
☐ Phased development plan for the project (if proposed in phases)
☐ Inspection report (required for demolition requests only)
☐ Cost estimates for all the proposed work
☐ Other (please explain): _____

CERTIFICATE OF APPROPRIATENESS APPLICATION (Continued)

8. The following action is requested:

☐ **Approval of COA by Landmarks Commission** (projects not listed below)

☒ **Approval of COA by staff:** (Check all that apply)

☐ Roof repair/replacement

☐ Gutter repair/replacement

☐ Private sidewalk and driveway repair/replacement of the same dimensions and orientation

☐ Chimney repair and tuckpointing according to the Secretary of the Interior standards and in appropriate color and design

☐ Installation of fences

☐ Storm window or storm door installation, repair, or replacement

☐ Installation of glass blocks in basement window openings

☐ Painting of existing unpainted brick

☐ Unattached nonvisible accessory structures

☐ Replacement of identical siding

☒ Replacement or repair to porches identical to existing style and materials

☐ Commercial sign replacement of identical dimensions

Petitioner Signature: _____

Owner Signature: _____

Date Received: _____ Staff: _____

Address: 820 S Quincy St
Parcel No.: 16-129
WI AHI No.: 53339

Historic Name:

Built: 1903
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 2 1/2 story frame house has a full porch across the front supported by round columns.
Owner: Robert Weich"
- per NRHP nomination

Stewardship:

Character - Overall form & fenestration. Hipped roof with flared eaves. Hipped roof dormer in center of front façade with three diamond pane windows (center slightly larger than those on either side). 2nd story cornice with decorative molding (dentil or egg-&-dart or similar) at top extends around house. 2nd story windows use cornice as casing. Symmetric, 3 rank façade. 2nd story has diamond pane door with diamond pane sidelights at center in shallow rectangular bump-out from main mass. 1/1 windows to left & right sides of façade. Full-width porch on 4 Tuscan columns. Entry door with cut glass sidelights. 1/1 windows at 1st story in-line with those on 2nd story. Balustrade on porch roof, 2nd story. Tall brick chimney near south side. Clapboard profile siding with mitred corners. Colonial Revival style ("Classic Box") with Prairie Style influence.
(continued below)

Features - Original siding (incl. cornice, eaves, etc). Diamond pane windows.
Porch columns, balusters, & railings.

Alterations - Replacement windows. Unclear if 2nd story balustrade & newels are original or replacements.

Misc -



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

April 19, 2023

PREPARED BY

Jason Flatt, Staff

AGENDA ITEM # E.2

(COA 23-07) Consideration with possible action on a design review for a building addition located at 100 S Jefferson Street.

BACKGROUND

100 S. Jefferson St is the Brown County Courthouse, which is individually listed in the NRHP as well as a contributing building within the NRHP-listed Downtown Historic District. 300 E. Walnut is the “Federal Building”—a contributing building within the NRHP-listed Downtown Historic District. Both are designated historic buildings.

Per Wisconsin Statute 44.34(10), the Wisconsin State Historic Preservation Office (SHPO) has review/approval authority over unit of government undertakings that will have an adverse effect on designated historic properties. This SHPO review/approval does not replace the City’s Landmarks Commission (LC) review/approval authority, but rather is in parallel to the City’s authority. Both SHPO and the LC must approve of the proposed changes.

The current COA application calls for an exterior addition to connect 300 E. Walnut to 100 S. Jefferson. This addition will have an adverse effect on these two designated historic buildings. LC staff notes that the proposed addition appears to connect to a rear addition on the courthouse and a historic, one-story space on the Federal Building.

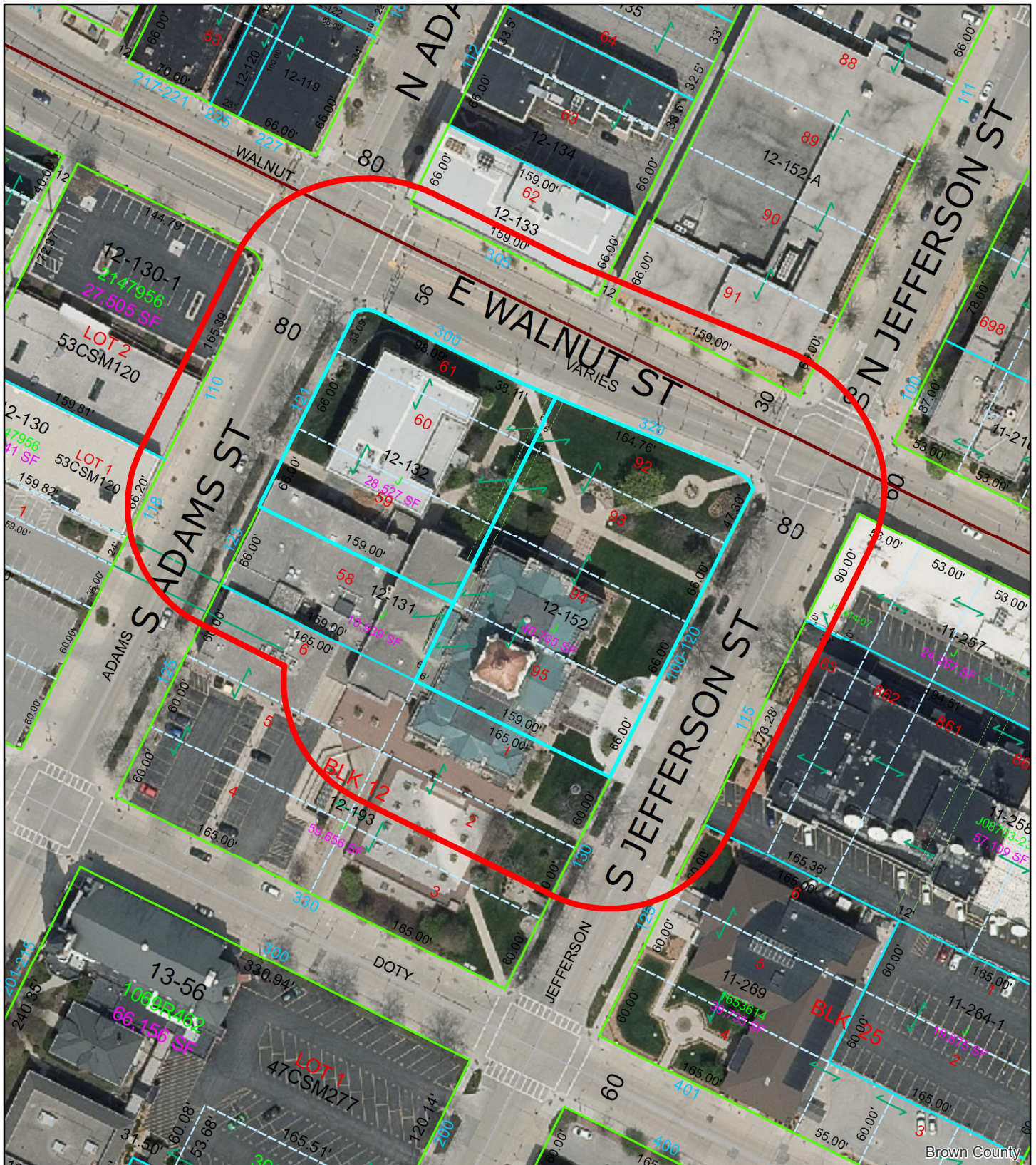
RECOMMENDATION

LC staff recommends tabling review of the proposed work until plans approved by Wisconsin SHPO have been submitted.

FISCAL IMPACT

ATTACHMENTS

1. COA 23-07 Map
2. 100 S Jefferson Street, 2018
3. COA 23-07 Project Details
4. COA 23-07 Application



(COA 23-07) Building Addition 100 S Jefferson Street

0 25 50 100 Feet



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. 11 Apr 2023 X:\Planning\Basemaps\template_8.5x11.mxd

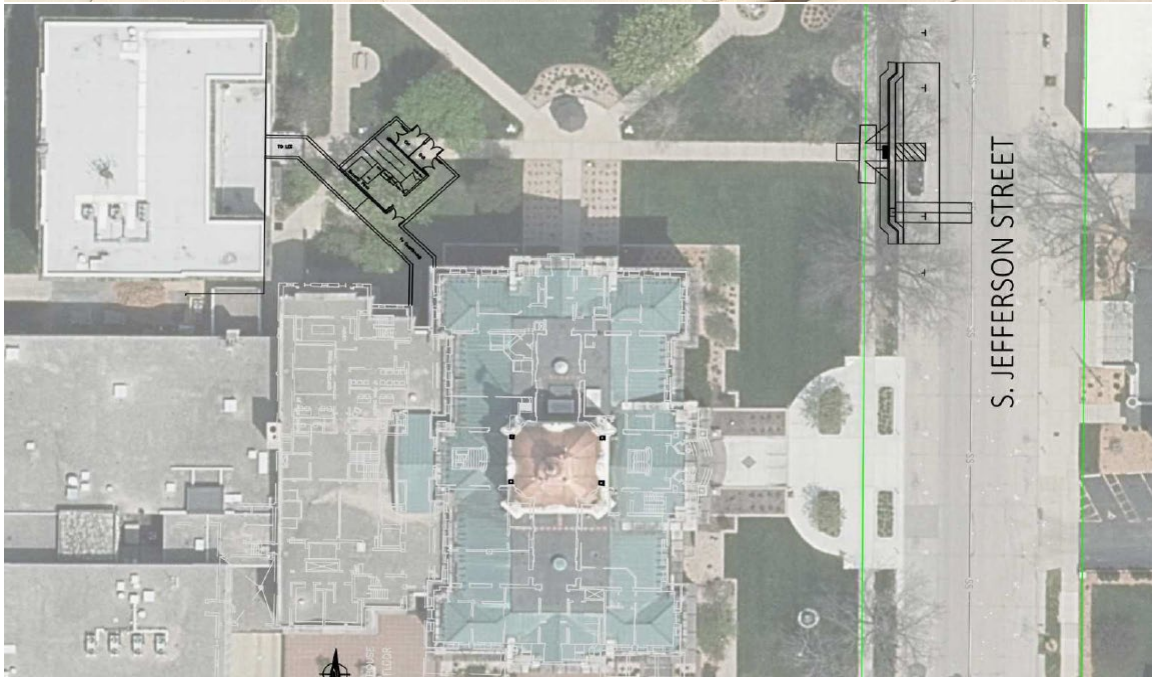
100 S Jefferson Street

100-ft. Notification Area



Courthouse Secure Vestibule conceptual notes

- 1836 ft² including vestibule and enclosed walkway to courthouse and Law Enforcement building Concrete foundation, steel superstructure, metal roof, matching limestone façade with slab on grade as seen
- Proposal for ADA parking on S. Jefferson Street



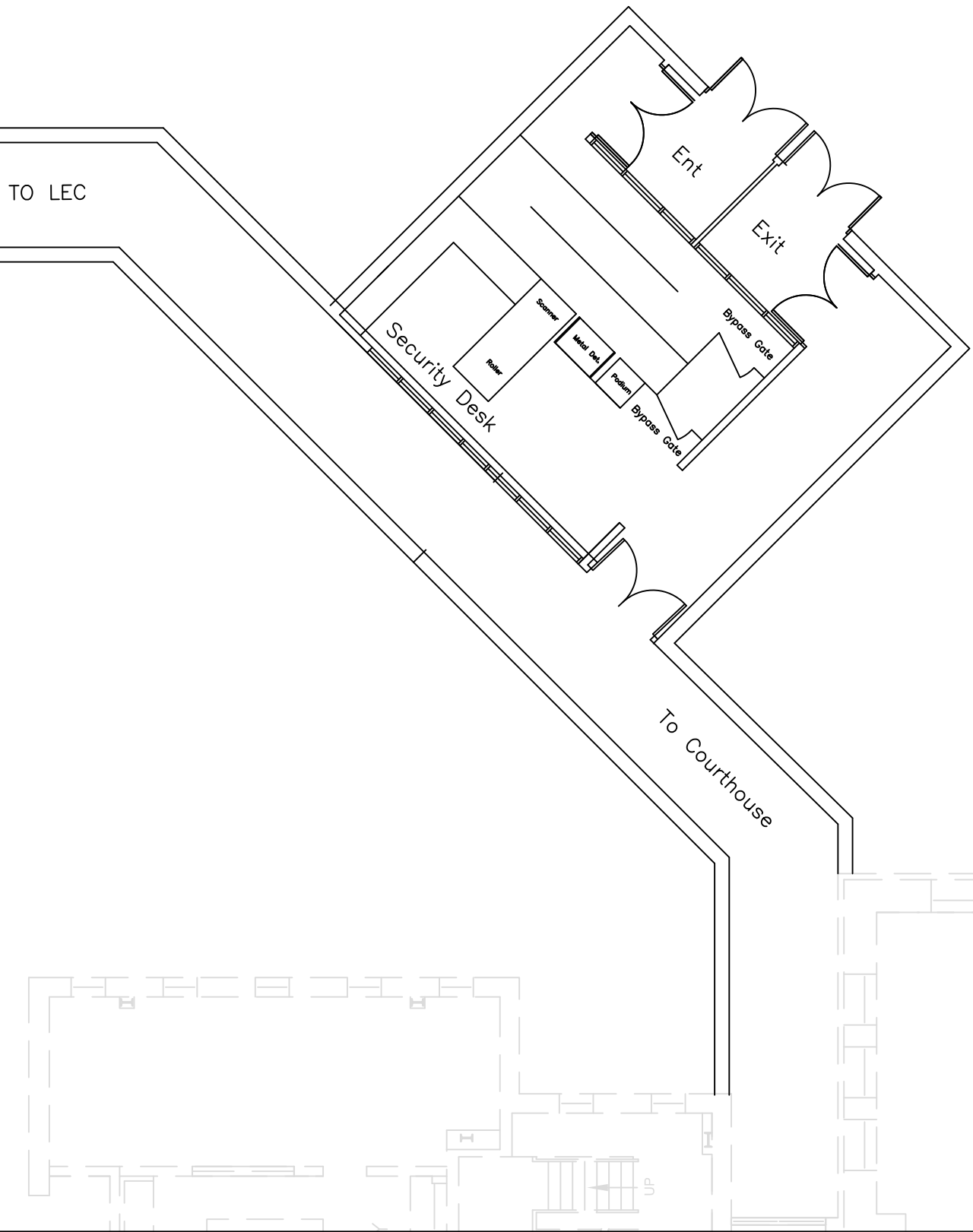
COURTHOUSE SECURITY CONCEPTUAL
LAYOUT — OPTION 2



CREATED: 01/25/23

REVISED:

X:\Misc Projects\BC Courthouse Security\Courthouse Security Conceptual Layout.dwg



BROWN COUNTY
PUBLIC WORKS DEPARTMENT

COURTHOUSE SECURITY CONCEPTUAL
LAYOUT – OPTION 2



CREATED: 01/28/20

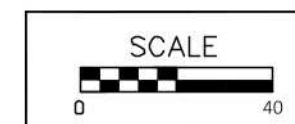
PAGE NO:

REVISED:



BROWN COUNTY
PUBLIC WORKS DEPARTMENT

COURTHOUSE SECURITY CONCEPTUAL LAYOUT — OPTION 2



CREATED: 01/25/23

PAGE NO:

REVISED:



DESCRIPTION	QTY	UM	UNIT COST	TOTAL COST
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SECURITY VESTIBULE ADDITION OPTION 2

A100000 FOUNDATIONS

03100 Concrete Formwork

Formwork for strip footings	557	SQFT
Formwork for foundation walls	2,230	SQFT

SUBTOTAL: Concrete Formwork

03200 Concrete Reinforcement

Reinforcement in strip footings, avg 65 lbs/cy	2	TONS
Reinforcement in foundation walls, avg 115 lbs/cy	3	TONS

SUBTOTAL: Concrete Reinforcement

03300 Cast in Place Concrete

Concrete in strip footings	31	CUYD
Concrete in foundation walls	52	CUYD
Concrete slab on grade, 5" thk	1,836	SQFT
CA-6 base, 6" thk, at concrete slab on grade	34	CUYD
Vapor barrier at slab	1,836	SQFT

SUBTOTAL: Cast in Place Concrete

31300 Foundation Excavation & Fill

Excavate for foundations	317	CUYD
Backfill with imported material	166	CUYD
Haul off excavated material as CCDD	317	CUYD
Miscellaneous excavation & hand digging	1	LSUM

SUBTOTAL: Foundation Excavation & Fill

TOTAL: FOUNDATIONS

B100000 SUPERSTRUCTURE

05100 Structural Steel

Structural steel beams & columns, roof, allow 15 lbs/sf	16	TONS
Metal roof deck, galvanized, 3" thk, 18 ga	1,836	SQFT

SUBTOTAL: Structural Steel \$

TOTAL: SUPERSTRUCTURE

B200000 EXTERIOR ENCLOSURE

04100 Exterior Masonry

Limestone facade, to match existing	2,680	SQFT
Facade backup system	2,680	SQFT
Prep existing facade at interior of addition	750	SQFT

SUBTOTAL: Exterior Masonry

08100 Windows

Windows at additon to match existing	170	SQFT
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SUBTOTAL: Windows

Brown County - Courthouse Security
DRAFT MPS - 10/14/2022

ID	Task Mode	Task Name	Duration	Start	Finish														
						Nov	1st Quarter Jan	Mar	May	3rd Quarter Jul	Sep	Nov	1st Quarter Jan	Mar	May	3rd Quarter Jul	Sep	Nov	
1	➡	Brown County Courthouse Addition	490 days	Mon 1/2/23	Fri 11/15/24	Brown County Courthouse Addition													11/15
2	➡	Team Engagement	90 days	Mon 1/2/23	Fri 5/5/23	Team Engagement													5/5
3	➡	Design	150 days	Mon 5/8/23	Fri 12/1/23	Design													12/1
4	➡	Bidding & Contract Award	80 days	Mon 12/4/23	Fri 3/22/24	Bidding & Contract Award													3/22
5	➡	Construction	140 days	Mon 3/25/24	Fri 10/4/24	Construction													10/4
6	➡	Substantial Completion	0 days	Fri 10/4/24	Fri 10/4/24	Substantial Completion													10/4
7	➡	Closeout	30 days	Mon 10/7/24	Fri 11/15/24	Closeout													11/15



CERTIFICATE OF APPROPRIATENESS APPLICATION

Department of Community
and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3300 - phone
(920) 448-3426 - fax
www.greenbaywi.gov

All fields must be completed before application will be processed.

File Number: _____

1. Address: _____

2. Parcel #: _____

3. Owner of record: _____ Phone: _____

(Address) (City) (State) (Zip)

4. Applicant's Name: _____

(Address) (City) (State) (Zip)

(Office Phone #) (Cell Phone #) (E-mail Address)

5. Present use of Property: _____

6. Description of Project: Describe each item of the project separately. Include existing condition(s) when describing item. Also, describe the proposed work, material(s) to be used and the impact the item would have on existing historic or architectural features of the property. (Attach additional sheets if necessary.)

7. Attachments:

Site Plan of the lot (Please indicate direction of north, dimensions, structures, etc.)
Sketches, drawings, building and streetscape elevations, and/or annotated photos
Exterior photos
Specifications (materials) for the project
Phased development plan for the project (if proposed in phases)
Inspection report (required for demolition requests only)
Cost estimates for all the proposed work
Other (please explain): _____

CERTIFICATE OF APPROPRIATENESS APPLICATION (Continued)

8. The following action is requested:

Approval of COA by Landmarks Commission (projects not listed below)

Approval of COA by staff: (Check all that apply)

Roof repair/replacement

Gutter repair/replacement

Private sidewalk and driveway repair/replacement of the same dimensions and orientation

Chimney repair and tuckpointing according to the Secretary of the interior standards and in appropriate color and design

Installation of fences

Storm window or storm door installation, repair, or replacement

Installation of glass blocks in basement window openings

Painting of existing unpainted brick

Unattached nonvisible accessory structures

Replacement of identical siding

Replacement or repair to porches identical to existing style and materials

Commercial sign replacement of identical dimensions

Petitioner Signature: _____

Owner Signature: _____

Date Received: _____ Staff: _____



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

April 19, 2023

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # F.I

Staff-Level COA Applications.

BACKGROUND

- COA 23-08, Roof

RECOMMENDATION

No Action Required

FISCAL IMPACT**ATTACHMENTS**

None