



AGENDA OF THE LANDMARKS COMMISSION

WEDNESDAY, JUNE 17, 2026, 4:30 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

1. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/89115121688?pwd=tZta3UxnmHIOTVhll8sc2jB9Rjzi9I.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 891 1512 1688

Passcode: 400638

If you wish to leave a comment for this public meeting, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

1. Members: Chair Ron Dehn, Ald. Jim Hutchison, Stephen Srubas, Susan Ley, David Siegel, Rebecca Derenne, and Al Gonzalez Valentine.

C. Approval of the Agenda.

1. Approval of the agenda for the Wednesday, June 17, 2026, meeting of the Landmarks Commission.

D. Approval of Minutes.

1. Approval of the minutes from the May 20, 2026 meeting.

E. Regular Business.

1. Declaration of Demolition by Neglect at 402 Dousman Street.
2. (COA 26-14) Consideration with possible action on a design review for a new porch located at 422 Cass Street.

3. (COA 26-15) Consideration with possible action on a design review for a new garage located at 621 S Monroe Avenue.
4. (COA 26-17) Consideration with possible action on a design review for window replacement located at 310 Pine Street.
5. Consultant Selection for New Historic District Nomination.

F. Informational.

1. Staff-level COA applications.
2. Staff update.
3. Next Meeting: July 15, 2026

G. Adjournment.

1. Adjournment of the Wednesday, June 17, 2026, meeting of the Landmarks Commission.

- 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.



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the May 20, 2026 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Landmarks Commission Minutes 05202026



MINUTES OF THE LANDMARKS COMMISSION

WEDNESDAY, MAY 20, 2026, 4:30 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/89115121688?pwd=tZta3UxnmHIOTVhll8sc2jB9Rjzi9I.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 891 1512 1688

Passcode: 400638

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B. ROLL CALL.

- I. Members: Chair Ron Dehn, Ald. Jim Hutchison, Stephen Srubas, Susan Ley, David Siegel, Rebecca Derenne, and Al Gonzalez Valentine.

Present: David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

Rebecca Derenne joined at 4:31pm.

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the Wednesday, May 20, 2026, meeting of the Landmarks Commission.

Moved by Stephen Srubas, seconded by Jim Hutchison to approve the agenda.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the April 15, 2026, meeting.

Moved by Stephen Srubas, seconded by Rebecca Derenne to approve the minutes.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

E. REGULAR BUSINESS.

1. (COA 26-10) Consideration with possible action on a design review for rear deck reconstruction and rear door replacement located at 833 S Quincy Street.

Moved by Stephen Srubas, seconded by Susan Ley to approve the design for a rear deck reconstruction and a rear door replacement.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

2. (COA 26-11) Consideration with possible action on a design review for reconstruction of carriage house/garage located at 1013 S Jackson Street.

Moved by David Siegel, seconded by Ron Dehn to open the floor.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

Speakers:

Mary Schils - 1013 S Jackson St

Janice Conard - 1021 S Jackson St

Karen Stewart - 1021 S Jackson St

Moved by David Siegel, seconded by Stephen Srubas to close the floor.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

Moved by David Siegel, seconded by Stephen Srubas to approve the design for the reconstruction of the carriage house/garage.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

3. (COA 26-12) Consideration with possible action on a design review for gutter, porch, and window replacement located at 833 S Jefferson Street.

Moved by Stephen Srubas, seconded by Ron Dehn to approve the design for a gutter, porch, and window replacement.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison, Al Gonzalez Valentine

No - None, Abstain - None.

F. INFORMATIONAL.

1. Staff-level COA applications.

There were no staff-level COA's this month.

2. Staff update.

3. Next Meeting: June 17, 2026.

G. ADJOURNMENT.

1. Adjournment of the Wednesday, May 20, 2026, meeting of the Landmarks Commission.

Moved by Stephen Srubas, seconded by Susan Ley to adjourn the meeting.

Motion Passed.

Yes - David Siegel, Ron Dehn, Susan Ley, Rebecca Derenne, Stephen Srubas, Jim Hutchison,
Al Gonzalez Valentine

No - None, Abstain - None.

Karen L. Stewart
1021 South Jackson Street
Green Bay, Wisconsin 54301
May 19, 2026

MsMoonpie@aol.com

Stephanie Hummel, AICP
Planner II
Community and Economic Development Department
100 North Jefferson Street, Room 608
Green Bay, Wisconsin 54301-5026

www.greenbaywi.gov

RE: 1013 South Jackson Street
Green Bay, WI 54301
Hearing May 20, 2018

Dear Ms. Hummel:

Enclosed are our objections to the above-referenced application for a Certificate of Appropriateness filed by the property owners at 1013 South Jackson, which is adjacent to our property at 1021 South Jackson Street.

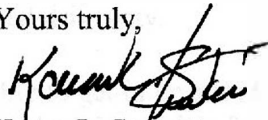
Janice L. Conard and I are joint tenants with right of survivorship to 1021 South Jackson. We purchased our property in September 2008 and have lived there continuously since then. Our taxes are paid. Our mortgage is current. The only other creature living with us is our cat, Louie.

We plan to attend the hearing via Zoom on May 20.

Please review our objections prior to the hearing and ensure their delivery to the appropriate officials.

We are,

Yours truly,



Karen L. Stewart



Janice L. Conard

/enclosure

In re: 1013 South Jackson)
Green Bay Wisconsin 54301,)
Applicant)
_____)

**OBJECTIONS OF ADJOINING PROPERTY OWNERS TO APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS**

1. The Notice of Application was not served on a timely basis.

We, the undersigned property owners of the property adjoining the applicant property, received our notice of hearing by U.S. mail on Saturday, May 16, 2026, for a hearing scheduled on May 20. Four days' notice is uniformly insufficient. It appears that no consideration was given to afford ample time for a response. Accordingly, we request not less than 30 days additional time to allow further investigation and necessary disclosures of the particulars of the application.

Our neighbors did not tell us about the existence of this application. The only notice was the official notice we received on May 16, 2026.

2. The drawing of the proposed "replacement" garage fails to show the location of the adjoining property, to acknowledge the existence of our garage, the fact that the driveway is subject to reciprocal easements. There are no legible measurements.

The garage being replaced is 24 *inches* from our property line. Any attempt to remove the existing structure would likely damage our garage in the process. This is not acceptable. The structures themselves are only 48 *inches* apart. Both garages are over 100 years old.

The architectural drawings contain no measurements, making any attempt at discerning scale impossible. This is crucial.

The architectural renderings do not acknowledge the existence of nearby structures or the reciprocal easement regarding the shared driveway.

As a practical matter, we will not be able to get in or out of our garage if construction materials/machinery are left idling or parked there. We fear that the project will be lengthy, which could habitually cut off our access to our house. It has happened before.

The existing garage at 1013 S. Jackson is not in shambles or in danger of collapse. Has the applicant consulted a structural engineer or other similar professional? Cars are parked inside the garage daily. It would be foolhardy to park a car inside if one was worried about immediate collapse. The structure is repairable by carpentry, not demolition.

3. Janice Conard telecommutes daily from home. The noise generated by this proposed project will negatively impact her ability to carry out her professional duties.

Janice works remotely for ProAmpac-Wrightstown as a graphics coordinator. Her hours are 8:00 a.m. to 4:00 p.m., Monday through Friday, with some overtime. She performs all her tasks from our house via a desktop computer, not a laptop. This has been in effect since March 2020 and has been confirmed as a permanent arrangement. The owners of 1013 South Jackson Street know this.

Janice prepares technical printer's specifications that require complex mathematical computations. She writes detailed pre-press instructions and communicates regularly with colleagues, customers, and suppliers – tasks that all demand keen focus... and a quiet environment. The incessant, insidious noise of demolition and reconstruction so close to our home will make it impossible for Janice to complete her work within the usual time frames.

4. Karen Stewart is 75 years old and a retired attorney who should not be forced out of retirement to defend her own property rights, but she has no other choice.

5. The owners of 1013 S. Jackson Street have proven neither candid nor trustworthy.

We had lived next door to 1013 South Jackson Street for less than a year when, in February 2009, we awoke to find that the narrowest section of our shared driveway was completely blocked by a dumpster. That portion of the driveway is just seven feet wide. We had no knowledge or notice of the fact that the owners of 1013 had decided to have their roof replaced. In February. In the snow. The dumpster was the receptacle for the old roof. They finally moved it but never apologized.

We have been assaulted regularly with unrelenting noise and concrete dust/sawdust for their constant projects, involving their yard, mostly. This has been the case since we moved here nearly 18 years ago. It is time for this to stop. Nearly every summer we are pummeled by their projects. We get no notice; only the appearance of heavy equipment arriving in the drive. Apparently, they have decided to do what ever it takes to dispossess us from our home.

One of 1013 applicants recently told Janice they are planning to take out a tree from their front yard later this year, yet said *nothing* about their application to tear down and rebuild the garage! Instead, they saved this bomb shell for the City to drop on us at the last minute. How very brave and neighborly!

Considering the size of the proposed project, all we can foresee is dust, gravel, loud machines, the ungodly stench of a porta potty, and months of despair.

We vigorously object. We do not deserve this. We have had enough.

Respectfully submitted,



Kayen L. Stewart, co-owner of 1021 South Jackson
Street and Member of the State Bar of Wisconsin.

Member Number: 1069658

1021 South Jackson Street

Green Bay, Wisconsin 54301

(920) 857-9605



Janice L. Conard,

Co-owner of 1021 South Jackson Street

Green Bay, Wisconsin 54301

(920) 857-9605











Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.1

Declaration of Demolition by Neglect at 402 Dousman Street.

BACKGROUND

402 Dousman Street is in the Broadway-Dousman Historic District.

The property owner received a Certificate of Appropriateness (COA) in September 2023 (COA 23-52) to remove the concrete block “storm windows” from the 2nd and 3rd floors of the property with the condition that a COA for permanent replacement windows must be submitted within 60 days of removing the existing concrete block storm windows.

This application was received and approved in February 2024 in conjunction with a Commercial Façade Grant. The COA (COA 24-10) approved replacement windows with the following conditions:

1. Such as there is no existing glass block in the transom window area, as displayed by applicant.
2. The steel header above the first-level storefront windows will be maintained and not covered by smooth metal panels.
3. All windows will have a painted finish and will not have an adonized finish.
4. The visual light transmittance for the first-level windows will be 72%.

No work was done with this COA and no extension was requested. In looking to extend their Façade Grant timeline, a new COA application was required (COA 25-10). This was approved for the same windows/project, with only conditions #4 from above being retained as the rest had been addressed. This COA was set to expire on April 17, 2026, but the owner asked for an extension, which expires on June 30, 2026.

Since 2023, many staff in Community and Economic Development, including our Inspection Division, have been involved in this property. The owner has been afforded ample opportunity to correct the issue with the missing windows, as well as the other building issues.

On June 2, 2026, our Inspection Department met with Landmarks Staff to determine the best path forward for preserving this historic building. Inspection sent the attached Violation Notice, which lists the major damage and deterioration of the property. We believe that a Finding of Demolition by Neglect is appropriate for this property as we have been working with the owner for a minimum of three years and we do not want a Raze order placed against this property.

If the Landmarks Commission finds this to be Demolition by Neglect, the provisions of Green Bay Municipal Code Section 13.1507(d) will apply. They are as follows:

Demolition by neglect. Neglect in maintaining, repairing, or securing a designated historic structure, designated historic site, or a structure in a designated historic district that results in deterioration of an exterior feature of the structure or site or the loss of structural integrity of the structure or site constitutes demolition by neglect. Upon a finding by the LC that a designated historic structure, designated historic site, or structure in a

designated historic district is threatened by demolition by neglect, such neglect constitutes a violation of this ordinance and the LC may do either of the following:

- (1) Require the owner of the property to repair all conditions contributing to demolition by neglect; or
- (2) If the owner does not make repairs within sixty (60) days, the LC or its agent may elect to, but is not required to, enter the property and make such repairs as are necessary to prevent demolition by neglect, provided:
 - a. That an estimate of the anticipated cost is provided to LC and it authorizes going forward with the repairs, designating a source of the funds to be made available; or
 - b. The LC, through grants, donations, or other efforts on its own, provides the funding necessary to accomplish the necessary repairs. Such funds shall be handled and accounted for in accordance with Section 13-1507 (l) of the Municipal Code.

The costs of the work shall be charged to the owner, and may be levied by the city as a special assessment against the property. The LC or its agents may enter the property for purposes of this section upon obtaining an order from the circuit court. All funds recovered from a property owner pursuant to this provision shall be returned to the same source from which it was obtained.

The goal is to repair this building using the above section of code. This can be accomplished through new ownership, grants, loans, property stabilization, etc. Finding this as Demolition by Neglect offers the Landmarks Commission and its staff an opportunity to save this historic building. If a finding is approved by the Commission, staff will prepare a letter to the property owner, as well as add language to the forthcoming Repair order about the Demolition by Neglect clause. From there, we will work with the property owner to create a plan to save the structure.

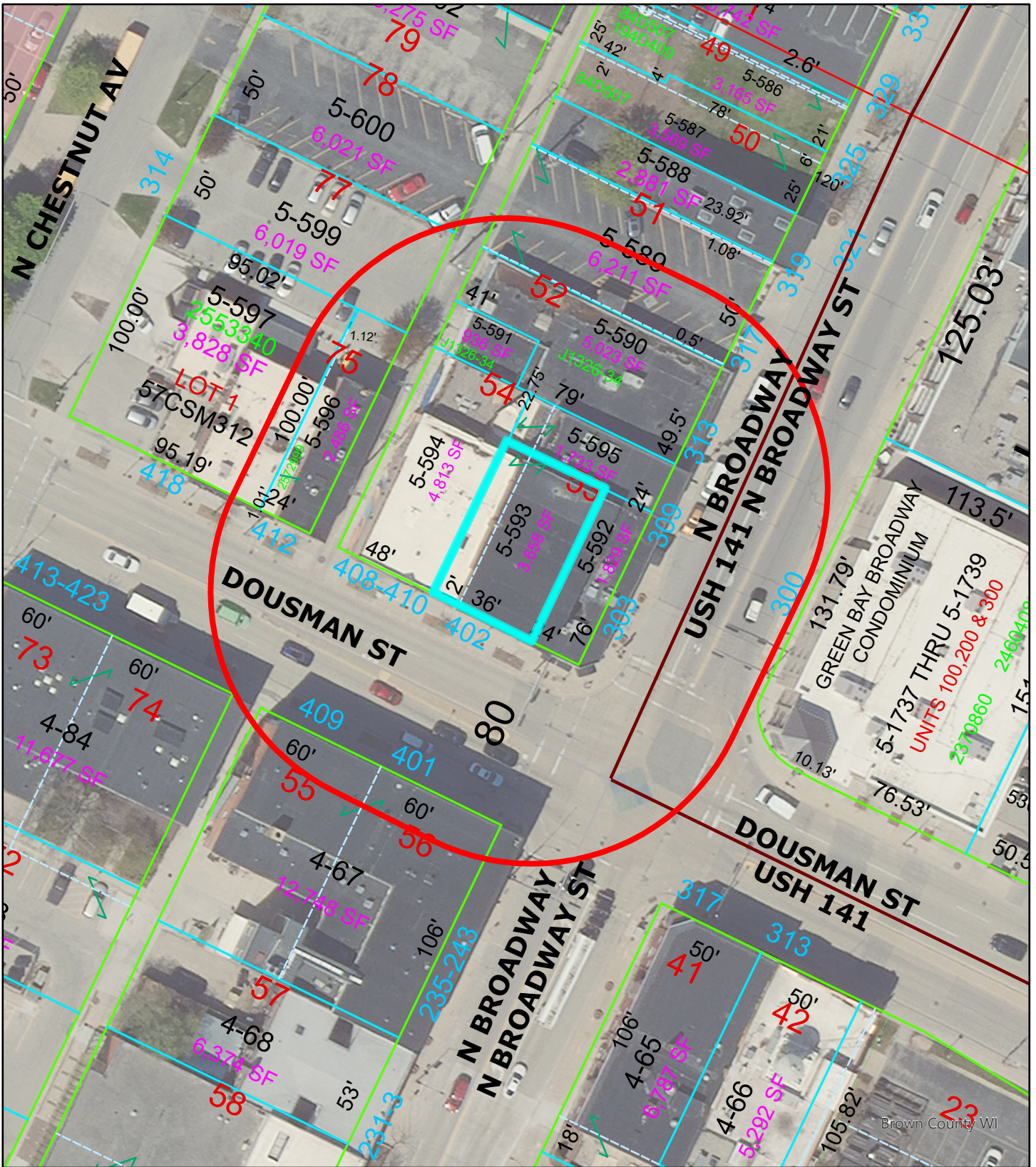
RECOMMENDATION

Confirmation of Finding of Demolition by Neglect

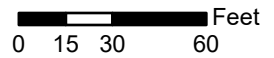
FISCAL IMPACT

ATTACHMENTS

1. Demo by Neglect, 402 Dousman Street, Map
2. 402 Dousman CompViolationLetter20260602115839



Demolition by Neglect 402 Dousman 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. 09 Jun 2026 C:\Users\stephaniehu\Documents\ArcGIS\Projects\MyProject\MyProject1.aprx

- 402 Dousman Street
- Buffer



Community & Economic Development Department
 100 North Jefferson Street - Room 608
 Green Bay, Wisconsin 54301-5026
 www.greenbaywi.gov

Phone 920.448.3300
 Fax 920.448.3426

To: **SAMS INVESTMENTS LLC**

319 N BROADWAY
GREEN BAY WI 54303

June 02, 2026
 Case #: **139437**
(Initial Inspection 8/6/2025)

Property Address: 402 DOUSMAN ST, 5-593

Dear Property Owner:

An inspection was recently conducted at your property. Results of this inspection identified Municipal Ordinance violation(s) that need to be addressed by you, the property owner. Please note the "Correct By" date for correcting each item listed below. Unless I hear from you prior to the Correct By date(s), a re-inspection to check for compliance will be performed on or shortly after each date listed. The City greatly appreciates your effort and commitment to improving the quality of life in our neighborhoods. **Please contact me directly** if you have any questions regarding this notice. Again, thank you for maintaining your property in a code compliant condition.

Rob Cormier, Building Inspector
(920) 448-3304 Rob.Cormier@greenbaywi.gov

Violations Notice:

| Order Number | Findings | Correct By | Inspector Comments |
|----------------|---|------------|--------------------|
| GBMC Sec 8-276 | 1. Repair or replace damaged and deteriorated doors and windows. All doors and window openings shall have doors and windows that are in a good state of repair and fully functional and weathertight; 2. Repair or replace damaged and deteriorated floors. All floor framing systems shall be structurally sound and in a good state of repair; 3. Repair or replace damaged and deteriorated ceilings. Ceiling systems shall be in a good state of repair; 4. Repair or replace damaged and deteriorated walls. All wall systems including framing, insulation, and interior and exterior coverings shall be structurally sound and in a good state of repair; 5. Repair or replace damaged electrical systems. The electrical systems throughout the building shall be inspected by a licensed master electrician and shall comply with applicable electrical codes. Repairs and component replacement will be required as identified by the master electrician and/or electrical inspector; 6. Repair or replace damaged plumbing systems. The plumbing systems shall be inspected by a master plumber | 7/2/2026 | |

| | | | |
|------------------------|--|-----------------|--|
| | <p>and shall comply with applicable plumbing codes. All plumbing systems, components and fixtures shall be sound and functioning as intended;</p> <p>7. Repair or replace all damaged structural systems. All structural components must be shown to be code compliant and sufficient to carry all loads present or intended and maintained in a good state of repair;</p> <p>8. Repair or replace all damaged and inoperable Hvac systems and components. All Hvac systems and components shall be inspected by a licensed Hvac contractor and made to be compliant with applicable codes and perform as intended;</p> <p>9. Repair or replace damaged and deteriorated foundations. The foundation shall be repaired as needed and shall be structurally sound and in a good state of repair;</p> <p>10. Structural analysis and plans shall be prepared by a licensed architect or engineer and show compliance with the International Existing Building Code;</p> <p>11. Permits are required prior to any repair or renovation work commencing on any electrical, building, hvac and plumbing systems. All work shall comply with applicable State and Municipal codes and ordinances.</p> | | |
| <p>GBMC Sec. 8-276</p> | <p>Sec. 8-276. - Building maintenance.</p> <p>(a)Hazardous conditions. A person who owns, leases, or occupies a building shall keep the building from structural or other conditions that constitute a substantial hazard to the health or safety of its occupants or create an unreasonable risk of personal injury as a result of any reasonably foreseeable use of the building other than negligence by an occupant.(b)Common areas. A person who owns a commercial building and leases the building to multiple tenants shall keep all common areas of the building maintained in a manner that is safe, functioning, sanitary, and undamaged.(c)Building exterior. A person who owns a building shall keep all exterior and weatherproofing components maintained in a manner that is safe, functioning, cleanable, and undamaged.(d)Other structures. Accessory structures, temporary structures, fences, and other structures shall be kept in a manner that is safe, functioning, cleanable, and undamaged.(e)Insufficient repairs. A person who owns a building shall ensure all repairs to the building are performed in a workmanlike manner. The term "workmanlike manner" includes, but is not limited to:(1)The use of materials that have a consistent texture, color, quality, or appearance with adjacent materials.(2)The complete performance of a job</p> | <p>7/2/2026</p> | |

| | | | |
|--|--|--|--|
| | which does not leave unfinished edges, exposed nails or screws, loosely attached materials, or similar conditions. | | |
|--|--|--|--|

All cited violations must be corrected by the date(s) indicated above unless an extension of time is granted. A re-inspection fee in the amount of seventy-five dollars (\$75) will be assessed for each re-inspection required after the above noted correction date or extension date passes and the property is still in non-compliance. In addition, each day that violations continue after this notice shall constitute a separate offense and may be subject to additional re-inspection fees and/or the issuance of Municipal Court citations.

An owner of real property shall give notice to any purchaser that a notice has been issued concerning code violations, where the condition giving rise to the notice of violation has not been corrected.



Rob Cormier, Building Inspector
(920) 448-3304,
Rob.Cormier@greenbaywi.gov

June 02, 2026
Date



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.2

(COA 26-14) Consideration with possible action on a design review for a new porch located at 422 Cass Street.

BACKGROUND

422 Cass Street is a contributing property in the Astor NRHP District, built c. 1910. The building retains a modest degree of integrity, with significant replacement material (siding, many windows, porch components, etc).

The new request for COA calls for a rehabilitation of the front porch, with new porch deck, columns, railings, balusters, stairs, etc. This application was previously approved by the Landmarks Commission in 2023, but the project did not occur.

LC staff notes the following with regard to this proposed project.

1. the existing porch elements (columns, railings, deck, etc) are not historic, nor are they true to the historic style of this house,
2. the materials are as follows:
 - Floor & Steps: composite treated wood, tongue & groove
 - Railing: vinyl to have a painted wood-like appearance
 - Supports/Columns: 6x6 treated wood studs wrapped with white vinyl to match railing; painted wood-like appearance
 - A booster rail will be used, as recommended in the last approval
 - End nailing (no face on nail) will also be used as recommended in the last approval
3. the design of the new porch elements is loosely defined in an architectural rendering and appears to show square-plan columns with some relief detailing and new balusters and railings supported by newels at each end (in between the columns).

LC staff notes that the new materials proposed do not appear to detract from the historic integrity of this property (noting that the existing porch materials are not historic); however, the appropriateness of the design could be improved, as follows:

1. Delete the newels immediately adjacent to the columns and extend the railings straight to the columns.

LC staff refers to the National Park Service's Preservation Brief 45: Preserving Historic Wood Porches, which speaks to maintaining the historic appearance of historic porches. This 20-page document, published in 2006, begins with the statement, "Few architectural features evoke more romantic notions or do more to define a building's historic character than the American porch. The size, style, detailing, and location of a porch can tell volumes about the age and use of a building. Each component, from handrail or baluster to column or post, enhances the architectural character of the porch."

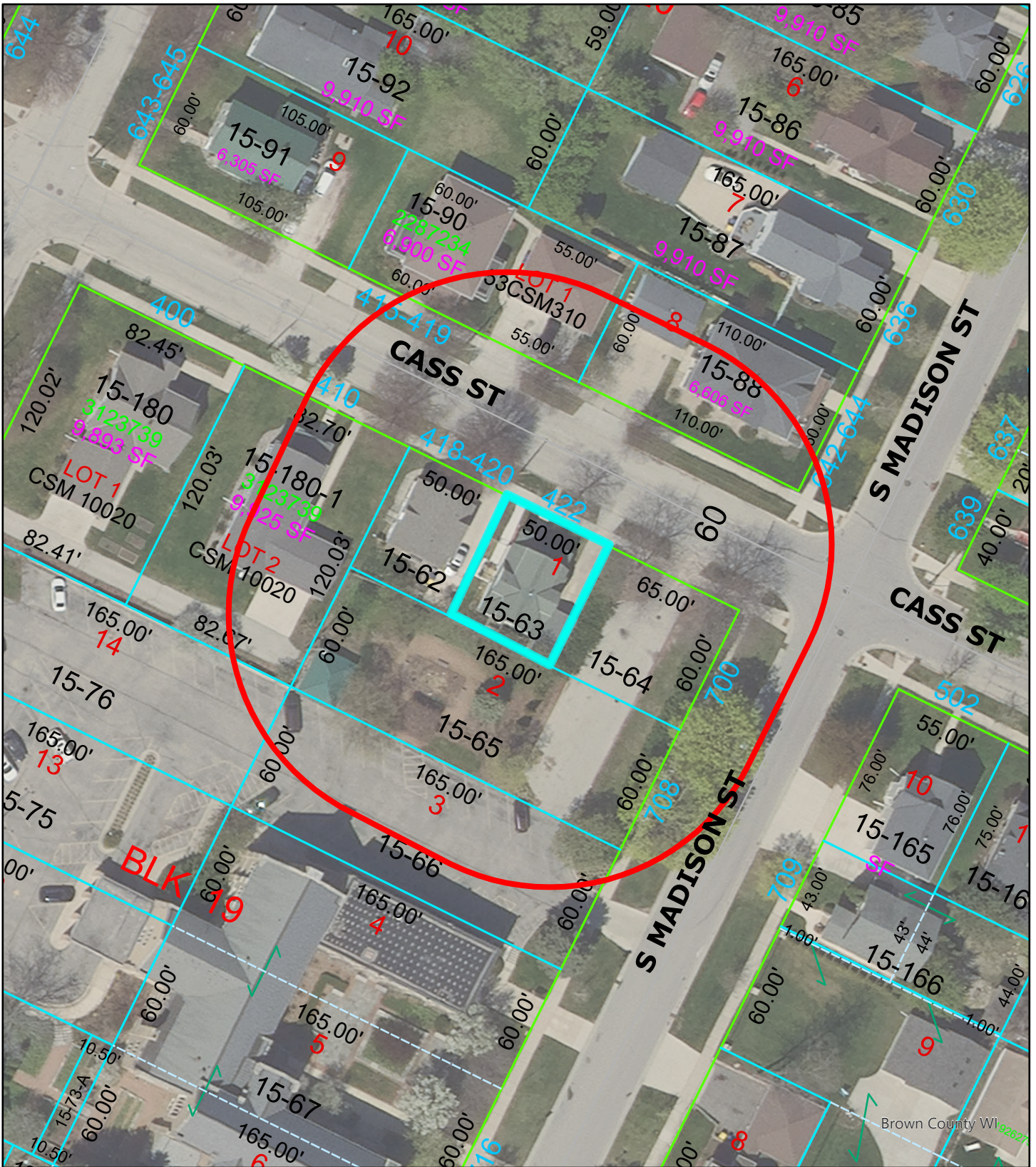
RECOMMENDATION

LC staff recommends approval of the replacement porch elements, noting that they do not detract from the integrity of this property.

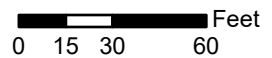
FISCAL IMPACT

ATTACHMENTS

1. COA 26-14 Map
2. COA 26-14 - Pictures
3. COA 26-14 Proposed Porch Rendering
4. COA 26-14 Application Redacted
5. 422 Cass Street Property Details



(COA 26-14) New Front Porch
at 422 Cass 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. 09 Jun 2026 C:\Users\stephaniehu\Documents\ArcGIS\Projects\MyProject\MyProject1.aprx

- 621 S Monroe Avenue
- 100' Notification Area



422 Cass (2019)



422 Cass (2019)



Floor - light gray
Supports/railings -
white

Trim - white
Skirting - white Lattice



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.

Fantastic Services LLC will be doing the work.

File Number: _____

1. Address: 422 Cass Street

2. Parcel #: 15-63

3. Owner of record: Jeanne M. Johnson Phone: 920-437-1296

422 Cass Street Green Bay WI 54301
(Address) (City) (State) (Zip)

4. Applicant's Name: Heather M. Johnson

422 Cass Street Green Bay WI 54301
(Address) (City) (State) (Zip)

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

5. Present use of Property: Home

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.)

Replace existing porch (Floor, Railings, Steps) porch is sinking and showing age. New support and railing were chosen to look similar to porch many years ago and to fit in nicely with Astor park. 8'x25' size

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: Deborah Johnson

Owner Signature: Jeanne Johnson

By Deborah Johnson POA

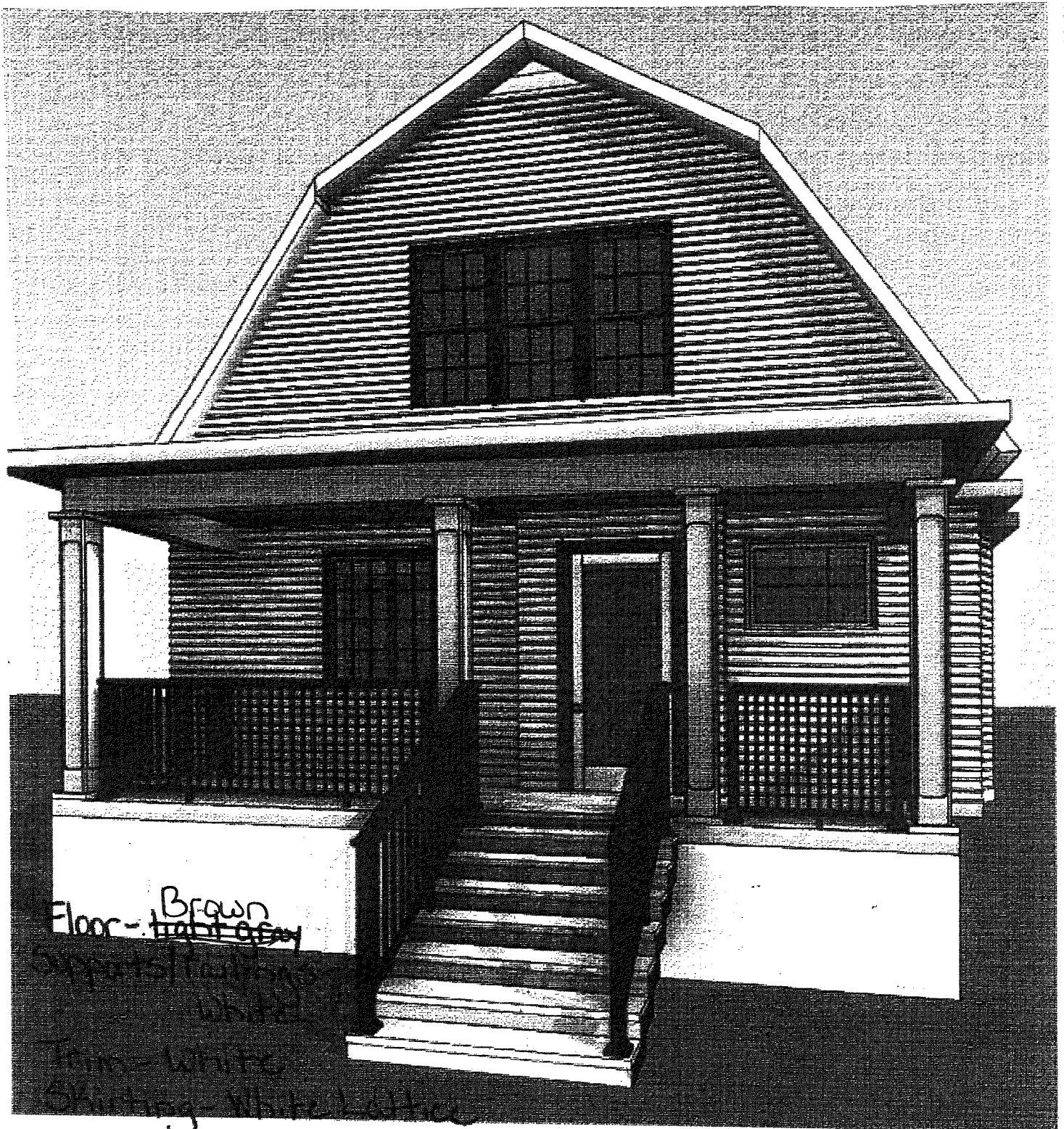
Date Received: _____ Staff: _____

The floor of the porch/steps with be: Composite treated wood – tongue and grove.

The railing will be: Vinyl in white to have painted wood like appearance.

The supports: 6X6 treated wood studs will be used and will then be wrapped with white vinyl to match railing – to have painted wood like appearance.

A booster rail will be used as we don't want a "caged in" look and end nailing (no face on the nail) will also be used.



| | | | | | | |
|-----------------------|--|---------|----|--|--|--|
| Address: | 422 | Cass | St | | | |
| Parcel No.: | 15-63 | | | | | |
| WI AHI No.: | 51942 | | | | | |
| Historic Name: | | | | | | |
| | | | | | | |
| Built: | 1900 | c. 1900 | | | | |
| 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: | <p>"This small frame house is two stories in height. It has a gambrel roof and a full porch. Owner: Carl Johnson" - per NRHP nomination</p> <p>"This building seems to have been built or moved within the boundaries of the Astor Historic District after the nomination was written. Therefore it is not discussed in the nomination and has no contribution status." - WI AHI</p> <p>Appears to be original to the district. - Flatt, July 2015</p> | | | | | |
| Stewardship: | <p>Character - Overall form & fenestration. Dutch Colonial styling. Cross gambrel.</p> <p>Features - gambrel roof, diamond muntin windows (2nd story) Shallow polygon bay & rectangular oriel.</p> <p>Alterations - Replacement siding & many replacement windows (incl. diamond muntin, first story). Porch rebuilt w/ iron railings & columns. Some altered fenestration (1st story, front façade).</p> <p>Misc - n/a</p> | | | | | |



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.3

(COA 26-15) Consideration with possible action on a design review for a new garage located at 621 S Monroe Avenue.

BACKGROUND

621 S Monroe is a contributing property in the Astor NRHP Historic District, c. 1890. The house maintains a very good degree of historic integrity. This COA proposed building a detached garage (none currently present). This project was approved in 2025, but was not executed prior to the COA expiring. The project scope remains the same.

LC staff notes that the proposed detached garage is to be behind the house and largely hidden from view.

Per the Secretary of the Interior's (SOI) Standards for Rehabilitation, #9 and #10 are relevant.

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

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

RECOMMENDATION

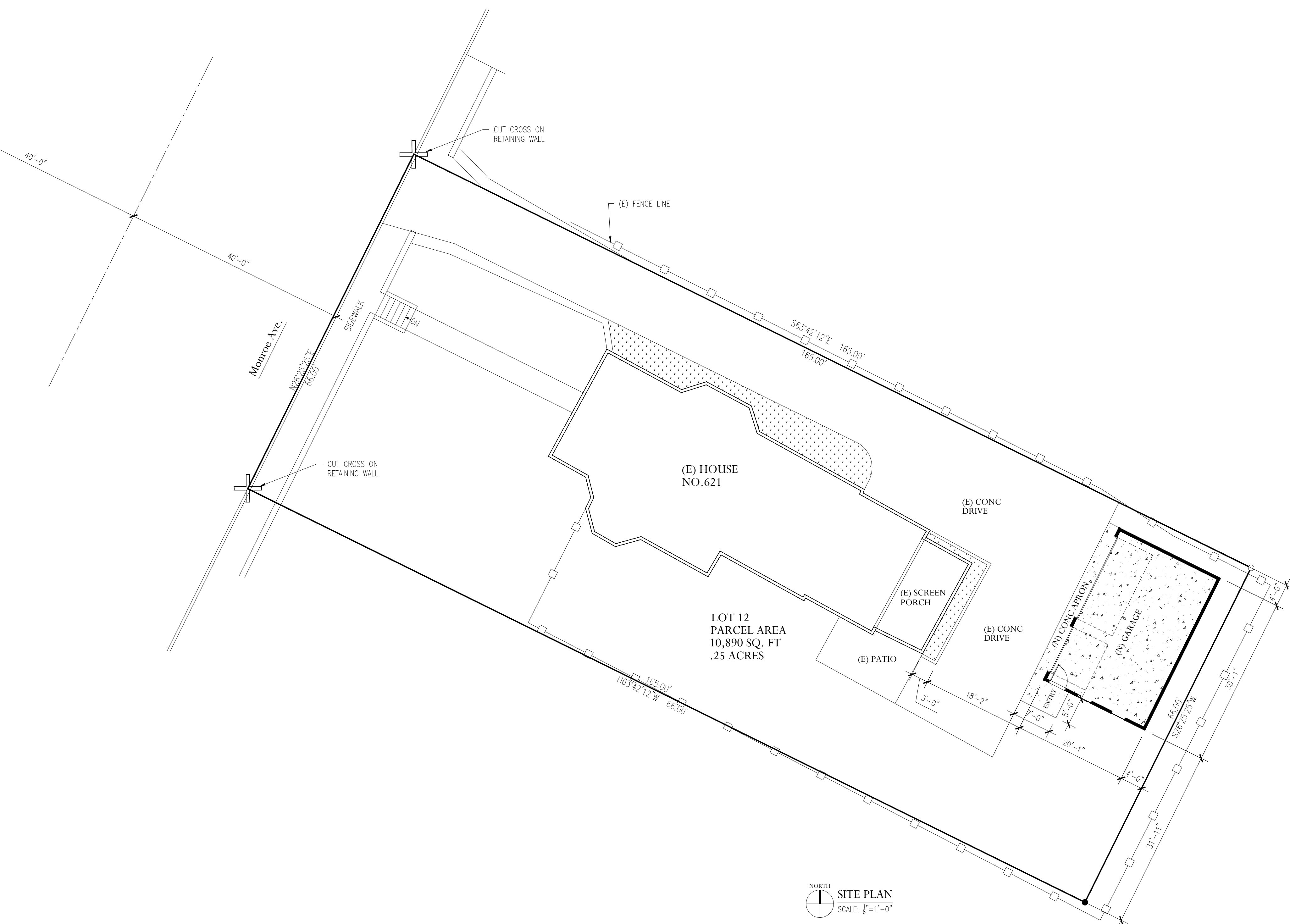
LC staff recommends approval of the proposed garage noting that it satisfies the SOI standards for new construction and noting that its design is compatible with this property and the larger historic district.

FISCAL IMPACT

ATTACHMENTS

1. COA 26-15 Map
2. COA 26-15 Pictures
3. COA 26-15, Garage Site Plan and Elevations
4. COA 26-15 Property Details, 621 S Monroe
5. COA 26-15 Application, redacted





NORTH
 SITE PLAN
 SCALE: 1/8" = 1'-0"

DISCLAIMER
 IT IS AGREED THAT ALTHOUGH EVERY EFFORT HAS BEEN MADE IN THE PREPARATION OF THESE PLANS FOR ACCURACY, THE GENERAL CONTRACTOR AND/OR OWNER MUST REVIEW ALL DIMENSIONS, DETAILS AND NOTES BEFORE BEGINNING ANY CONSTRUCTION AND ARE HEREBY HELD RESPONSIBLE FOR ALL NECESSARY RESOLUTIONS.

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Daniels Garage
 621 Monroe Ave
 Green Bay, WI

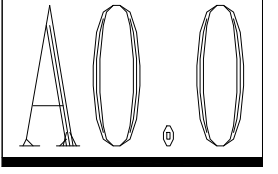
PROJECT NAME

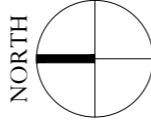
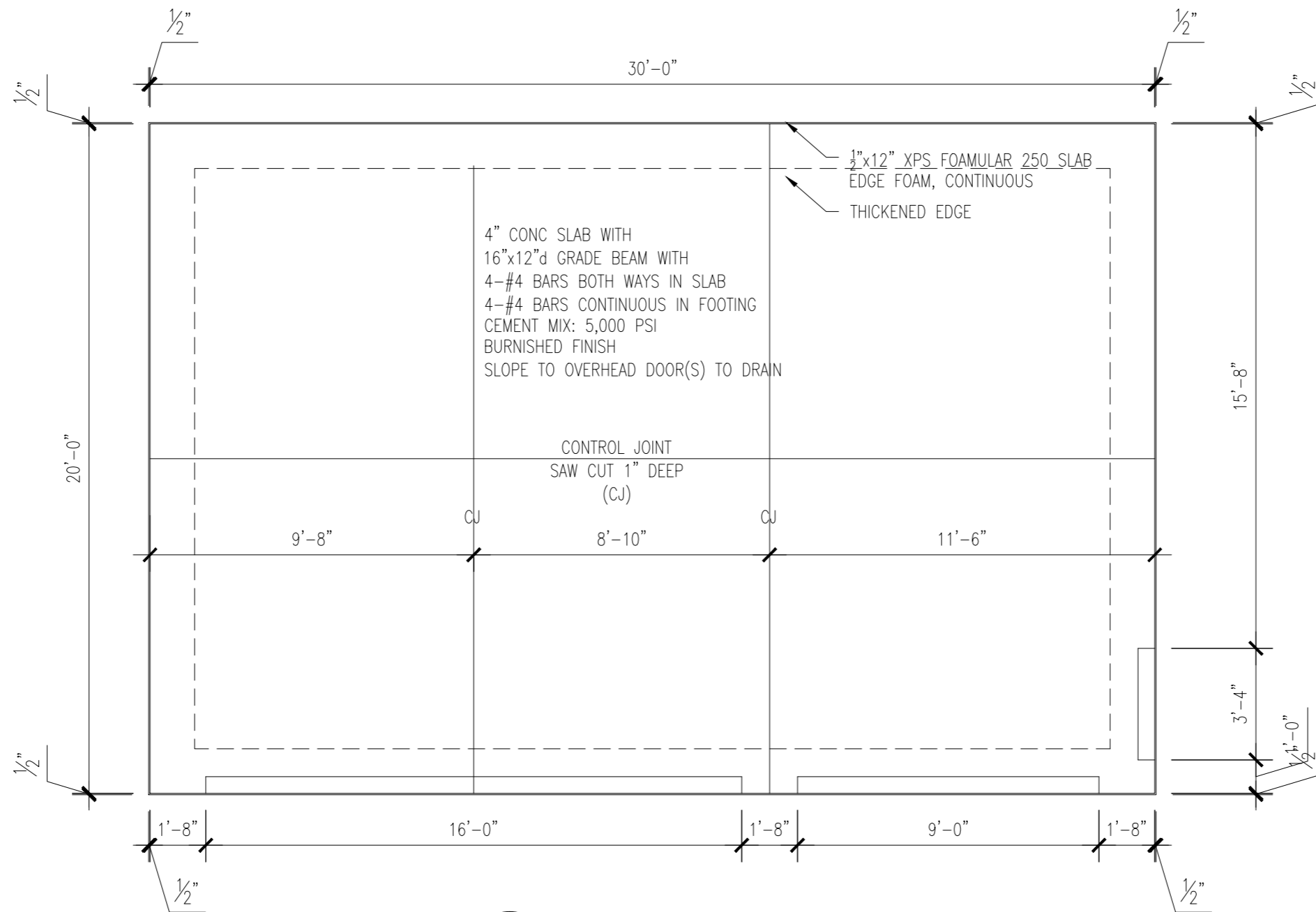
CANTILEVER
 2884 Sunrise Road
 Suamico, WI 54313
 T: 920-360-5040
 E: chad@cantilever.us

DESIGNER

PROJECT #25.3

DATE: 3/24/2025





NORTH

FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

DIMENSIONS:

* EXTERIOR DIMENSIONS ARE 1/2" FOAM AND EDGE OF CONC AND ROUGH OPENINGS

DISCLAIMER
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Daniels Garage
621 Monroe Ave
Green Bay, WI

PROJECT NAME

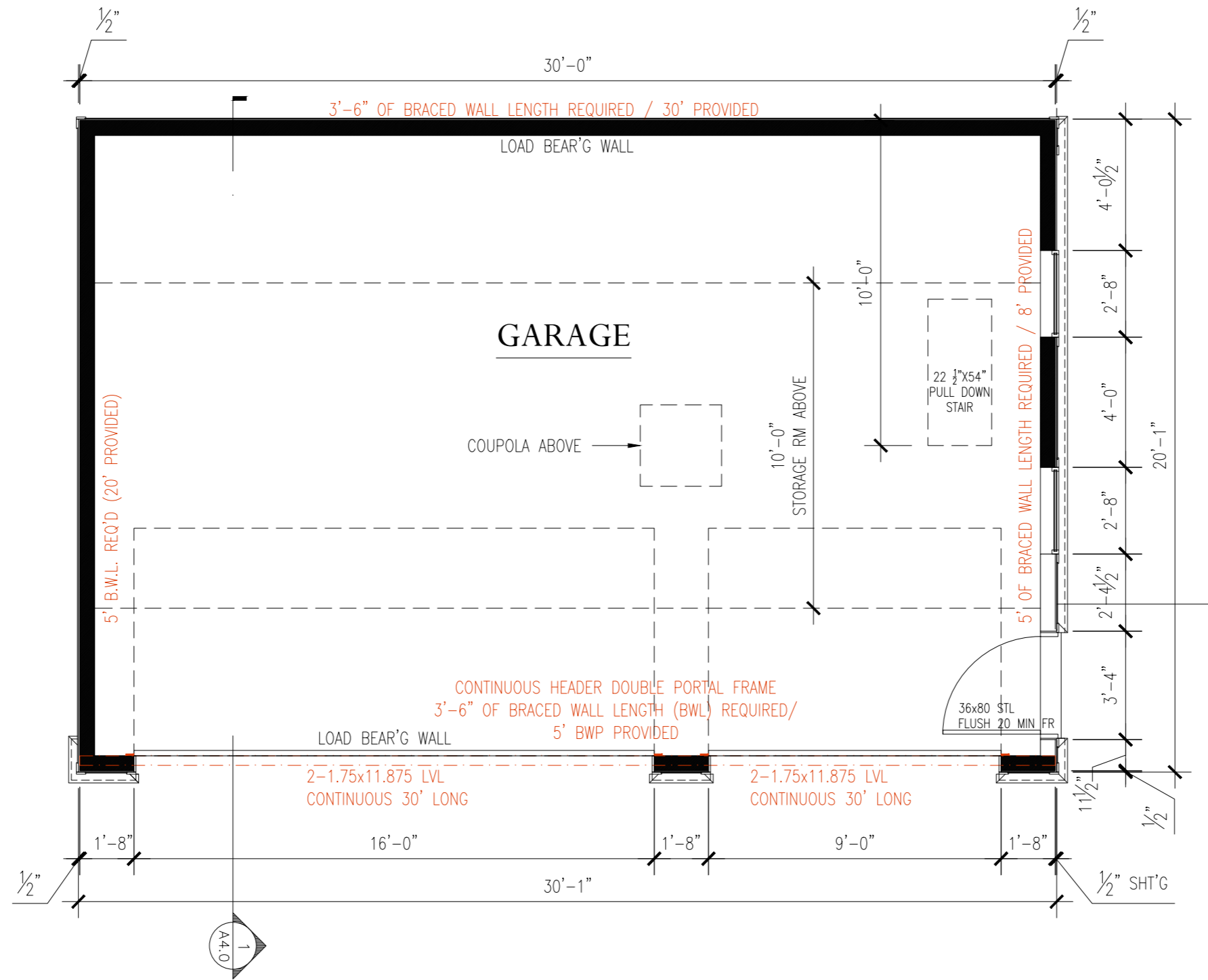
CANTILEVER
2884 Sunrise Road
Suamico, WI 54313
T: 920-360-5040
E: chad@cantilever.us

DESIGNER

PROJECT #25.3

DATE: 3/24/2025

A3.0



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

DIMENSIONS:

* EXTERIOR DIMENSIONS ARE FROM 7/16" SHEETING AND STUD

WALLS:

* EXTERIOR WALLS: 2x6 WALLS, STUDS 16" O/C CS-WSP

SHEETING:

* 7/16" OSB EXTERIOR CS-WSP SHEATHING NAILED 6" O/C ON EDGES AND 12" O/C FIELD

█ = BRACED WALL PANEL

* MIN. BRACED WALL PANEL 41" LONG AT 8' TALL

DISCLAIMER
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Daniels Garage
621 Monroe Ave
Green Bay, WI

PROJECT NAME

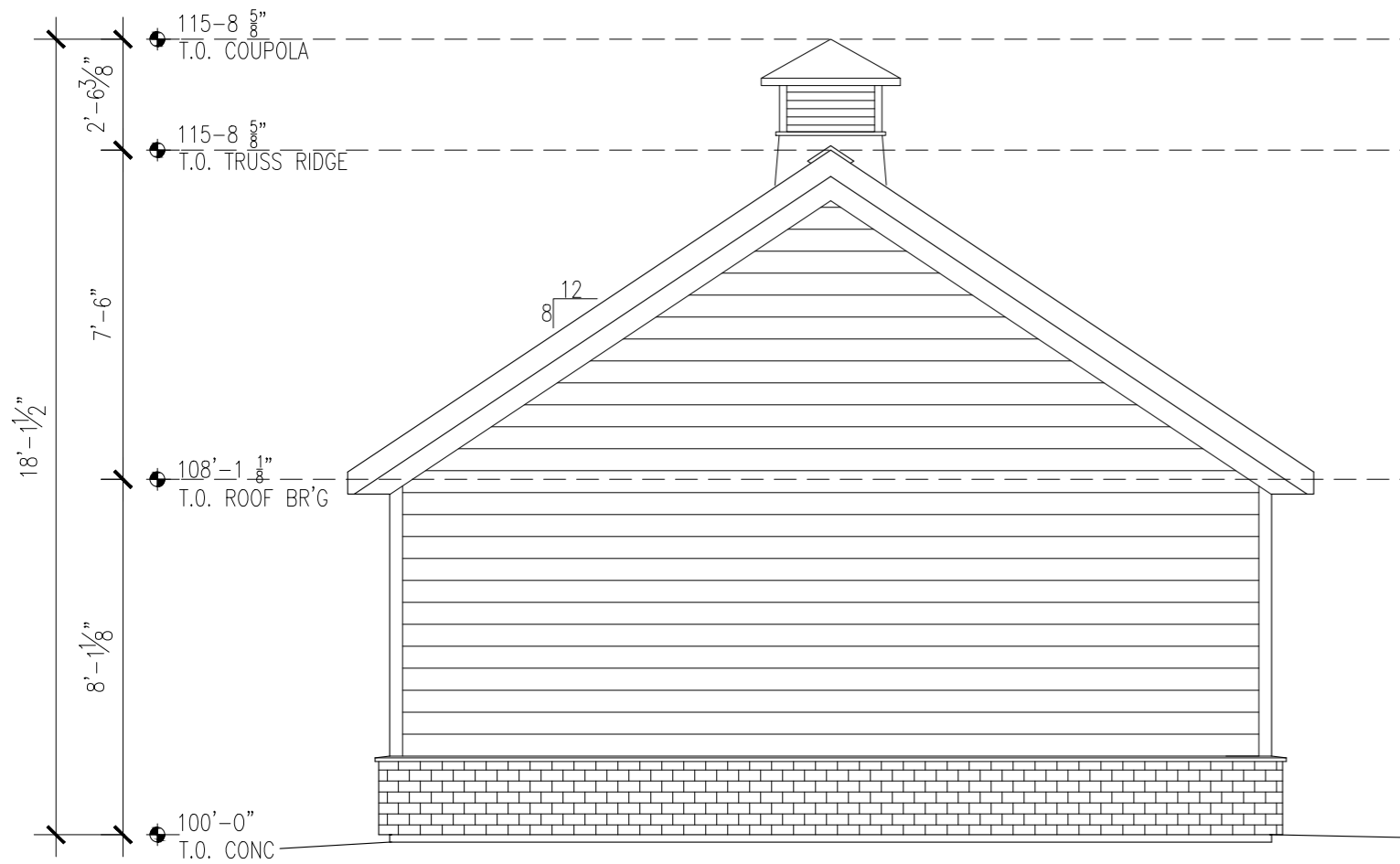
CANTILEVER
2884 Sunrise Road
Suamico, WI 54313
T: 920-360-5040
E: chad@cantilever.us

DESIGNER

PROJECT #25.3

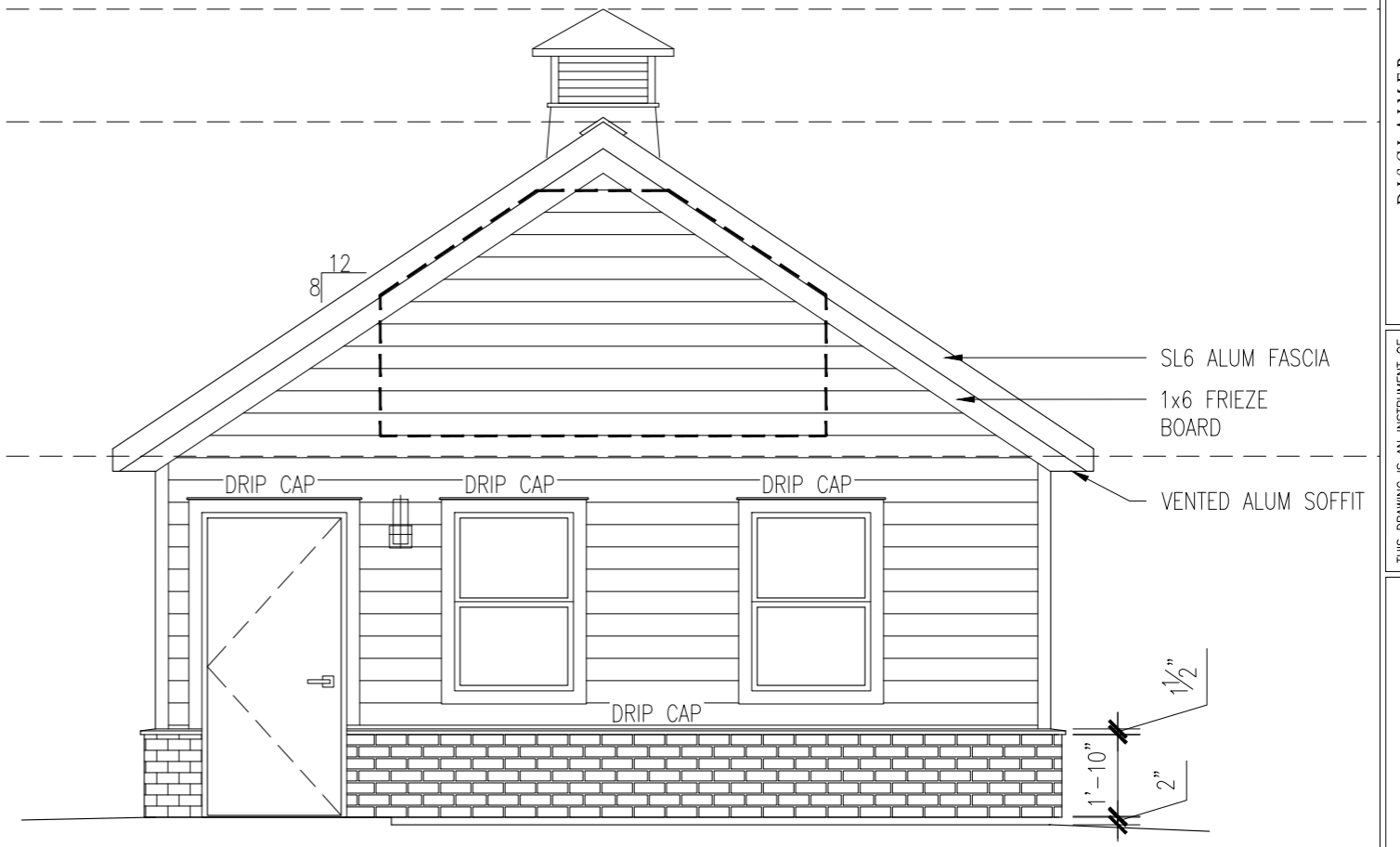
DATE: 3/20/2025

A3.0



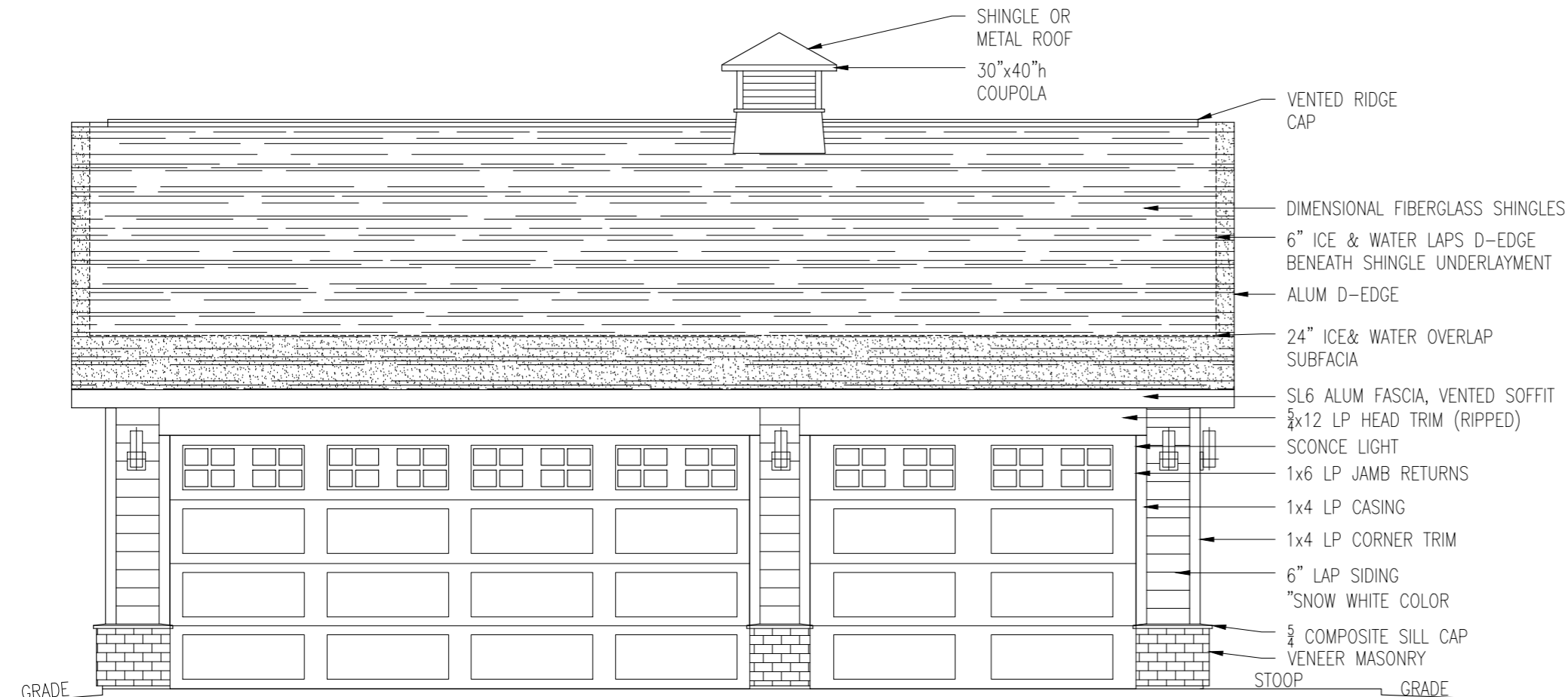
NORTH ELEVATION

SCALE: $\frac{1}{4}$ "=1'-0"



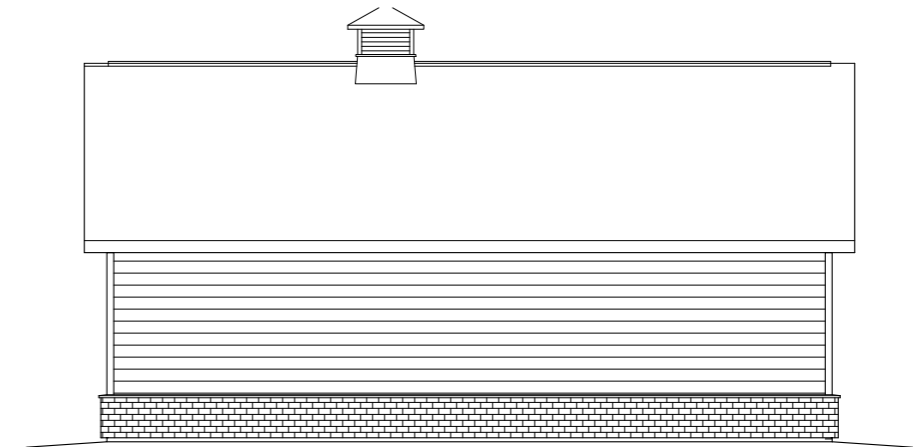
SOUTH ELEVATION

SCALE: $\frac{1}{4}$ "=1'-0"



West Elevation

SCALE: $\frac{1}{4}$ "=1'-0"



East Elevation

SCALE: $\frac{1}{8}$ "=1'-0"

DISCLAIMER

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Daniels Garage
621 Monroe Ave
Green Bay, WI

PROJECT NAME

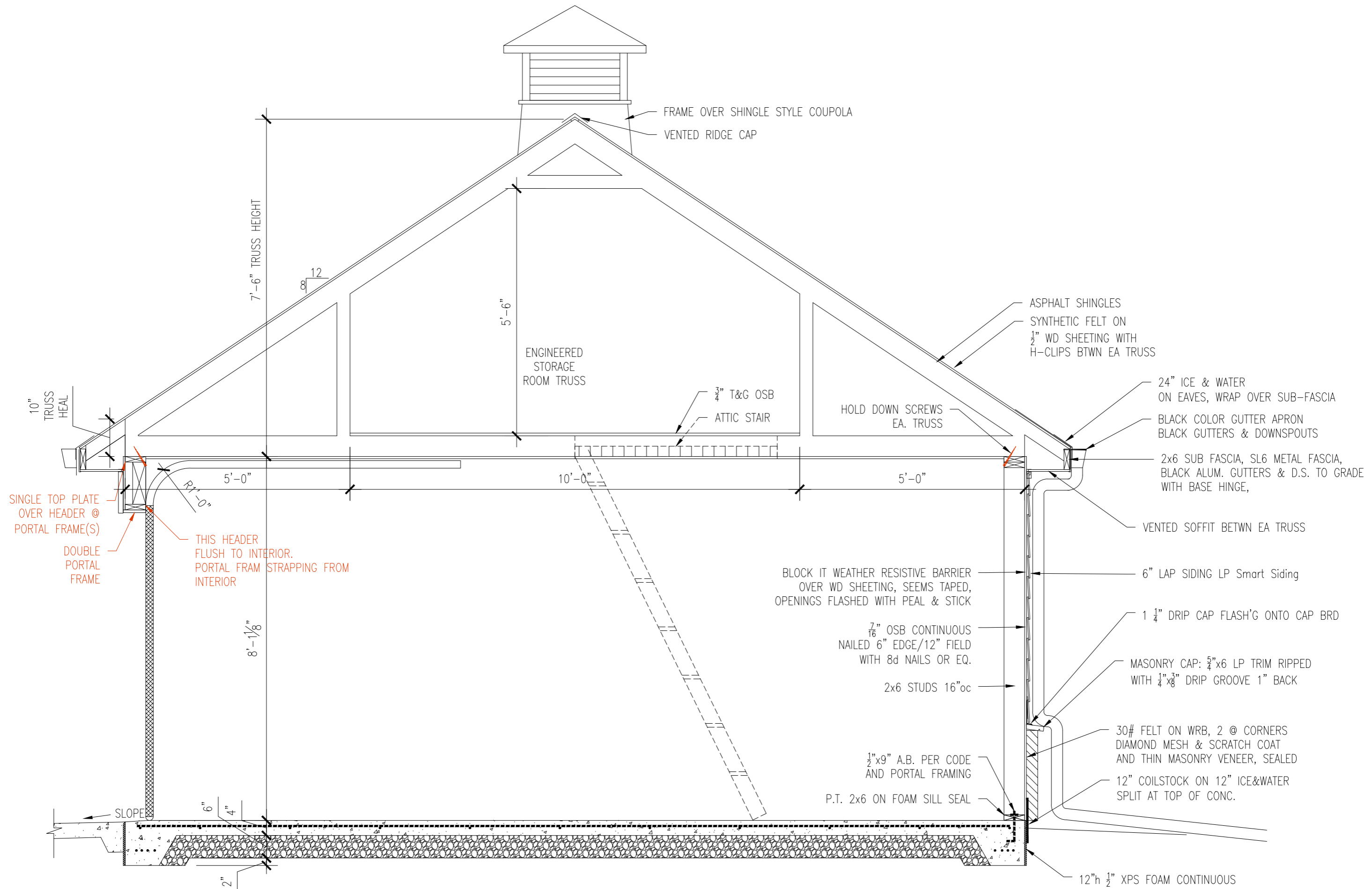
CANTILEVER
2884 Sunrise Road
Suamico, WI 54313
T: 920-360-5040
E: chad@cantilever.us

DESIGNER

PROJECT #25.3

DATE: 3/24/2025

A3.0



SECTION
SCALE: 1/2" = 1'-0"

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Daniels Garage
621 Monroe Ave
Green Bay, WI

PROJECT NAME

CANTILEVER
2884 Sunrise Road
Suamico, WI 54313
T: 920-360-5040
E: chad@cantilever.us

DESIGNER

PROJECT #25.3

DATE: 3/24/2025

A4.0

| | | | | | | |
|-----------------------|---|----------|----|--|--|--|
| Address: | 621 | S Monroe | St | | | |
| Parcel No.: | 14-362 | | | | | |
| WI AHI No.: | 53028 | | | | | |
| Historic Name: | Patrick McCormick House | | | | | |
| | Chris and Billie Jo Dantoin House | | | | | |
| Built: | 1890 | c. 1890 | | | | |
| Historic Use: | house | | | | | |
| Architectural Style: | Queen Anne | | | | | |
| Wall Material: | clapboard | | | | | |
| 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 home was constructed by Patrick McCormick, partner in 'McCormick & Bates,' a transfer business involved in wood, coal, hay, and other products. The home is a large two story frame structure of Queen Anne design. | | | | | |
| | Owner: Harriet Bender" | | | | | |
| | - per NRHP nomination | | | | | |
| Stewardship: | | | | | | |
| Character - | Overall form & fenestration. Hipped roof with lower cross gables. Queen Anne style with many original features. Wrap-around porch. Clapboard profile siding (diagonal in gables). 1/1 windows with multi-pane storm windows. Brick chimneys. Vertical beadboard siding below 1st floor window sills. Flared clapboard belt between top of 1st story windows and bottom of 2nd story windows with mitred corners (corner boads elsewhere). | | | | | |
| Features - | Original siding. Bargeboards & scroll cut gingerbread panels in gables. Rafter tails under roof eaves. Corbels & brackets at porch, top of 2nd story, and in gables. Decorative frieze above 2nd story windows. Porch columns. Some original windows. Window casings. | | | | | |
| Alterations - | Porch step railing. Addition behind 2-story polygonal bay on north façade, at driveway. Foundation covered/insulated in areas below water table. Chimneys shortened. | | | | | |
| Misc - | | | | | | |



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: 621 S Monroe Ave

2. Parcel #: 14-362

3. Owner of record: Jesse & Ashley Daniels Phone: 715.340.3487

| | | | |
|-------------------------|------------------|-----------|--------------|
| <u>621 S Monroe Ave</u> | <u>Green Bay</u> | <u>WI</u> | <u>54301</u> |
| (Address) | (City) | (State) | (Zip) |

4. Applicant's Name: Jesse Daniels

| | | | |
|-------------------------|------------------|-----------|--------------|
| <u>621 S Monroe Ave</u> | <u>Green Bay</u> | <u>WI</u> | <u>54301</u> |
| (Address) | (City) | (State) | (Zip) |

| | |
|---------------------|-------------------|
| <u>715.340.3487</u> | <u>[REDACTED]</u> |
| (Office Phone #) | (E-mail Address) |

5. Present use of Property: Primary 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.)

This project is for a new garage to be built at 621 S Monroe Ave. There is currently no
garage on the property and we intend to build one in the northeast corner behind the house
which is where a garage has stood in the past. The design is basic and not out of line with
what nearby properties have for garages in size and style.

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:

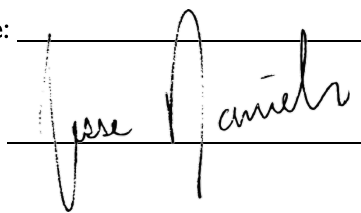
Approval of COA by Landmarks Commission (projects not listed below)

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

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.4

(COA 26-17) Consideration with possible action on a design review for window replacement located at 310 Pine Street.

BACKGROUND

310 Pine Street is a contributing property in the Downtown NRHP District, built in 1928. The building retains an exceptionally high degree of integrity.

The request for COA calls for replacing historic windows with new Pella Architect Series windows that will match the appearance of the existing windows. This building has received prior COAs for a multi-phase window replacement. The current application is for replacement windows on the 1st and 2nd stories on the rear of the building, as shown in the attachments.

The Secretary of the Interior's Standards call for the repair and maintenance of historic windows; however, LC staff notes that the replacement windows (brand, style, and quality) are those typically used in historic rehabilitation projects approved by SHPO and the Department of the Interior. New windows will match the appearance of the historic windows.

RECOMMENDATION

LC staff recommends approval of the proposed replacement windows.

FISCAL IMPACT

ATTACHMENTS

1. COA 26-17 Map
2. COA 26-17 Application and Details, Redacted



CERTIFICATE OF APPROPRIATENESS APPLICATION

All fields must be completed before application will be processed.

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

File Number: _____

1. Address: 310 Pine Street

2. Parcel #: 12-147

3. Owner of record: A&E Investment Corporation Phone: 920-568-8660

310 Pine Street, Green Bay, WI, 54301
(Address) (City) (State) (Zip)

4. Applicant's Name: Ian Griffiths

310 Pine Street, Green Bay, WI, 54301
(Address) (City) (State) (Zip)

[REDACTED] / [REDACTED] / [REDACTED]
(Office Phone #) (Cell Phone #) (E-mail Address)

5. Present use of Property: Architectural Engineering 2nd and 3rd floor. Variable tenants at street level

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.)

Change existing windows in first and second floor at 310 Pine Street. New will match original in size and configuration and match the other windows installed in previous phases.

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)
- [NA] 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)

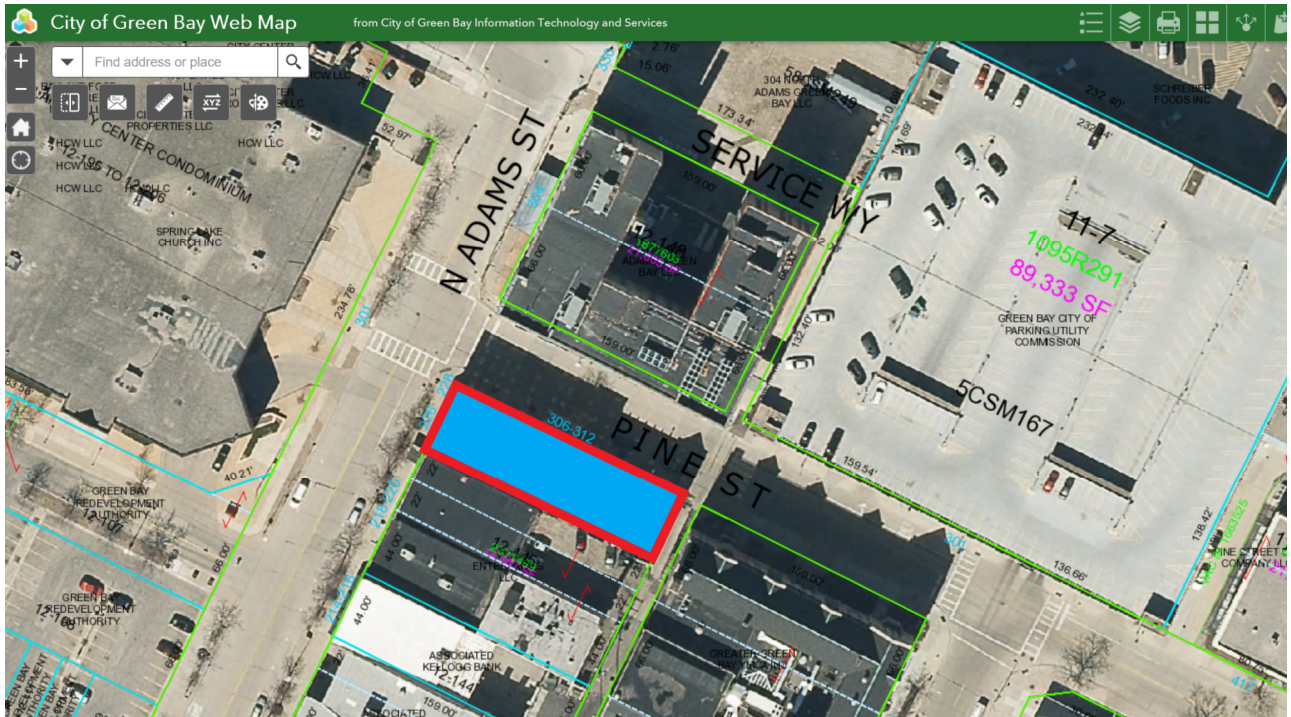
Approval of COA by staff: (Check all that apply)

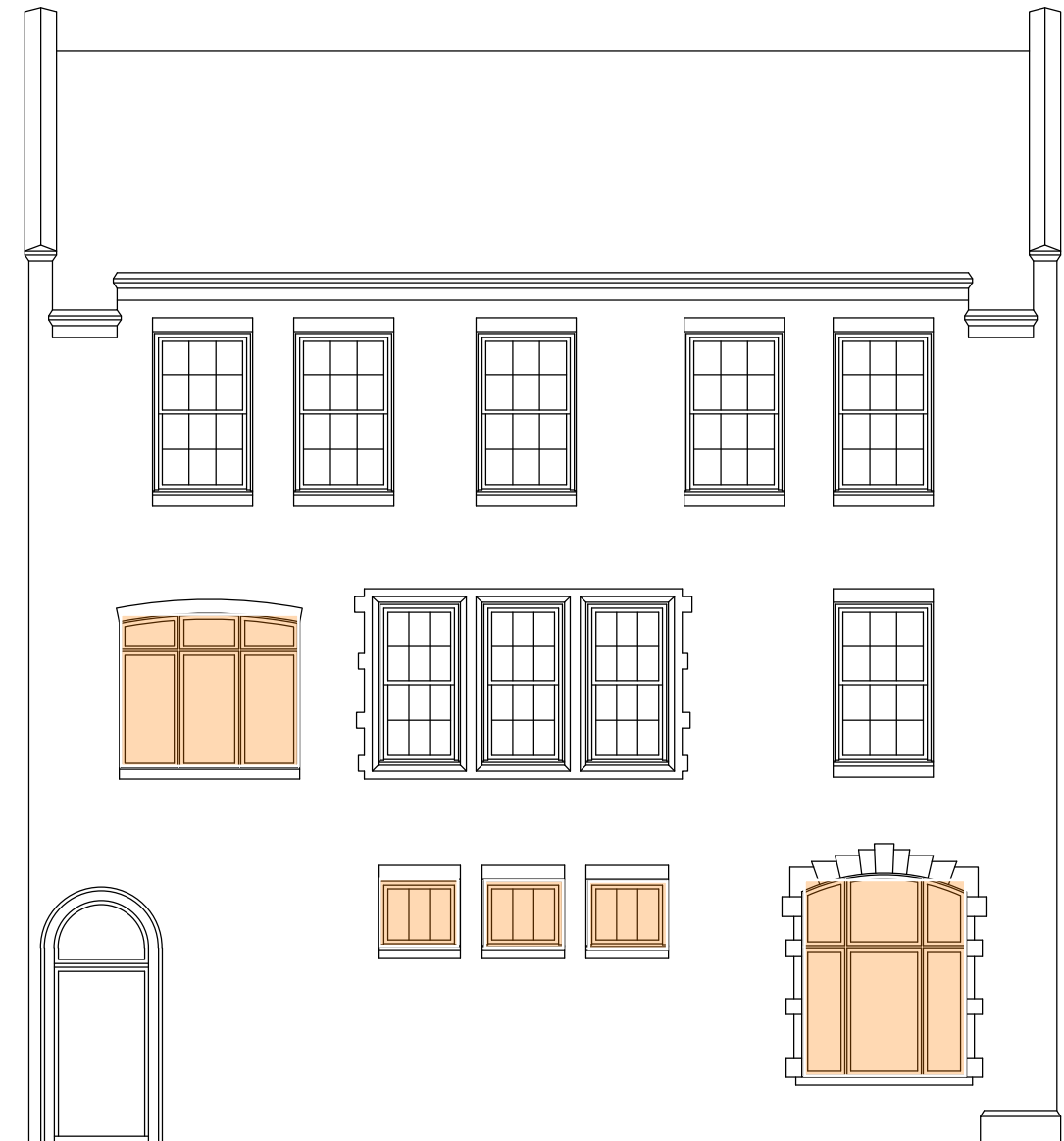
- Roof repair/replacement
- Gutter repair/replacement
- Private sidewalk and driveway repair/replacement of the same dimensions and orientation
- Chimney repair and tuckpointing according to the Secretary of the interior standards and in appropriate color and design
- Installation of fences
- Storm window 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: _____

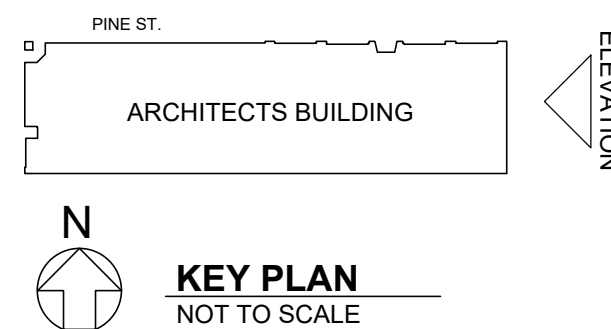
Owner Signature: _____

Date Received: _____ Staff: _____





EAST ELEVATION
SCALE: 1/8" = 1'-0"



bernersschber

310 Pine Street | Green Bay, WI 54301
920-432-4865 | www.bernersschober.com

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Pella Windows & Doors
of Wisconsin

Date: February 25, 2026
Project: **Window Replacements**
Location: 310 Pine St, Green Bay, WI

Berner Schober
Joe Dettlaff – jdettlaff@bsagb.com
Ian Griffiths – igriffiths@bsagb.com

We offer to provide and install Pella Tan Reserve Windows per the detailed takeoff #18509497 dated 2/25/2026.

FOR THE SUM OF \$43,800.00

ADD \$424.00 TO UPGRADE TO OBSCURE GLASS FOR THE 2ND FLOOR LIBRARY WINDOW.

Includes: Removing and disposing of the old windows and materials, installation materials, flashing tape, shims, backer rod, spray foam insulation, sealant, exterior aluminum trim & brickmould, unfinished interior trim, sills and jamb extensions (*using closest matched standard trim and sills*), boom lift and clean up.

Not included: Pre-finishing of interior wood surfaces.

Terms of Payment: Net 30

This offer is subject to the conditions and notice of lien rights printed on the reverse side hereof, which are made apart of this offer, and is subject to written acceptance, by endorsement below, within thirty (30) days of its date. Pricing valid for thirty (30) days.

Respectfully Submitted,

Joe Paye

Date Accepted: _____

Accepted By: _____

Pella Windows & Doors of Wisconsin, a division of VerHalen, Inc.
500 Pilgrim Way
Green Bay, WI 54304
1-800-242-1008
920-435-3791
FAX 920-435-0377



Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.5

Consultant Selection for New Historic District Nomination.

BACKGROUND

The City of Green Bay was awarded a Certified Local Government (CLG) grant for \$20,000 for the nomination of a new National Register Historic District in March 2026. This is for the area known as "Astor Park" in our Intensive Survey. This area was suggested for nomination in both the 1988 version of the Intensive Survey and the recent update, specifically Phase 2, 3, and 4 (2022).

The proposed Astor Park Historic District is a well-defined cluster of 167 resources (167 unique property addresses, each with a house and potentially one or more significant outbuildings) situated near Astor Park. It has boundaries roughly delineated by South Webster Avenue, Porlier Street, South Roosevelt Street, and Grignon Street. Construction in this area of large and modestly sized homes began in 1869 and was developed over the next eight decades until reaching full build-out. Representative of the prevailing architectural styles of their time, Vernacular, Bungalow, and Revival style residences are prominent within the district. A map of this area is attached to the report.

A Request for Proposals (RFP) was completed and two firms have responded to bid on this nomination: Legacy Architecture and The Cultural Resource Management program (Archaeological Research Laboratory Center) at the University of Wisconsin-Milwaukee (UWM-CRM). Both groups have demonstrated their capabilities in completing this project within the required timeline and budget. Both bids are attached.

The Landmarks Commission may select a consultant, submit their recommendation to staff for final selection, or hold the selection to ask further questions.

RECOMMENDATION

Consultant selection, staff referral, or hold on action item for additional questions.

FISCAL IMPACT

N/A; this project is fully funded by the CLG Grant.

ATTACHMENTS

1. RFP for 2026 CLG grant, Bid
2. Legacy Architecture, Astor Park Nomination Green Bay - CLG Grant Proposal - 5.18.26
3. UWM, Astor Park Nomination Green Bay - CLG Grant Proposal - 5.22.26

**REQUEST FOR PROPOSALS
NATIONAL REGISTER OF HISTORIC PLACES
ASTOR PARK DISTRICT NOMINATION
CITY OF GREEN BAY, WISCONSIN**

May 11, 2026

Project: National Register of Historic Places (NRHP) district nomination for the Astor Park neighborhood.

Client: City of Green Bay Landmarks Commission
Location: City of Green Bay, Wisconsin
Organization: City of Green Bay

Contact Person: Stephanie Hummel, AICP
Planner II
City of Green Bay Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, Wisconsin 54301-5026
Stephanie.Hummel@greenbaywi.gov
920-448-3424

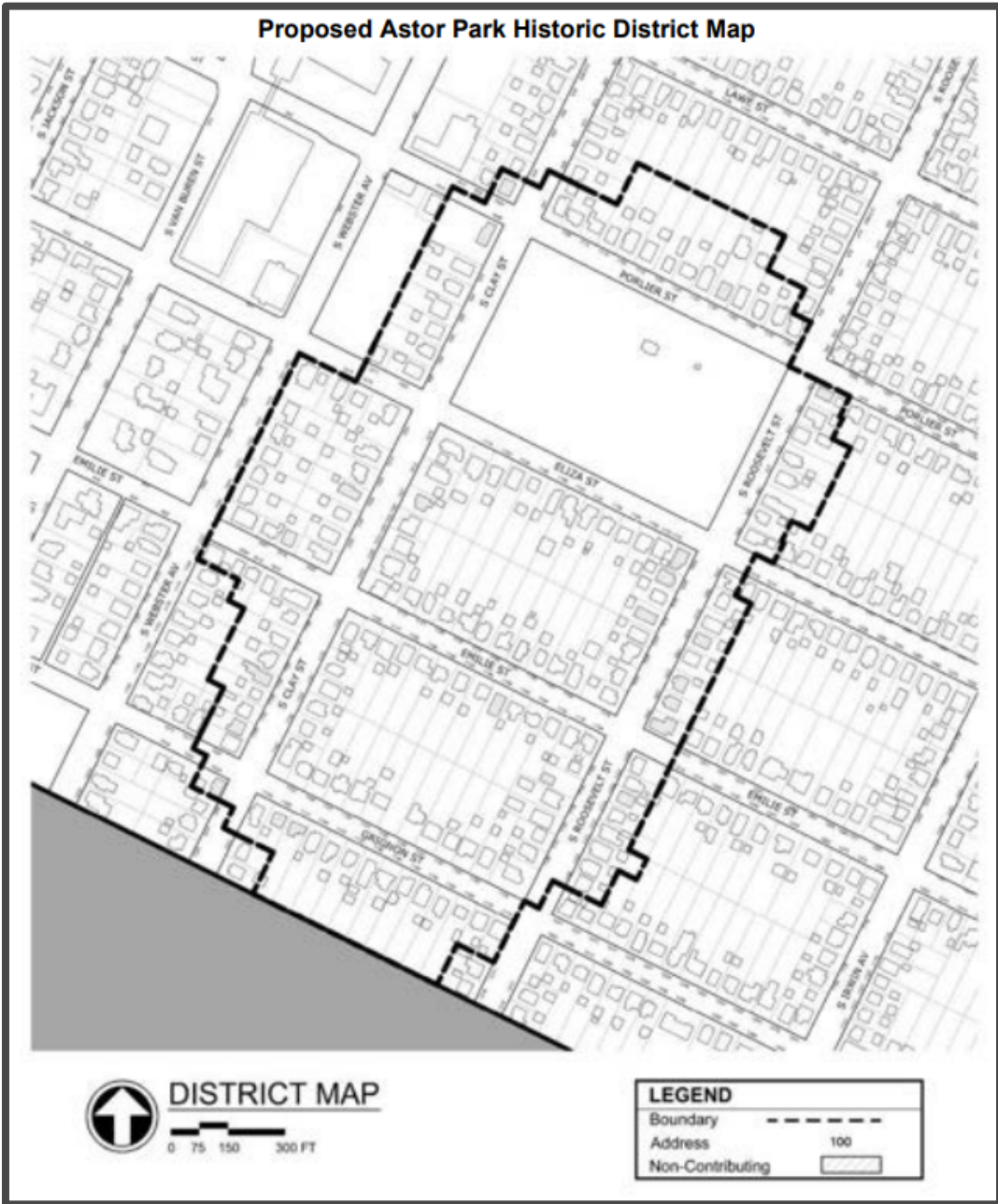
Project Summary

The City of Green Bay Landmarks Commission (LC) is requesting proposals from qualified consultants to prepare a National Register of Historic Places (NRHP) district nomination for the Astor Park neighborhood. Funding for the project is to be from the federal Historic Preservation Fund through a subgrant from the Wisconsin Historical Society CLG program. Interested consultants are invited to submit proposals by **June 1, 2026, at 4:30 pm CDT**.

Project Background

The City of Green Bay updated its Intensive Survey Report between 2021 and 2024. Both the 2022 phase of these reports (Architectural and Historical Intensive Survey Report Phases 2, 3, & 4) and the preceding 1988 Intensive Survey Report identified the Astor Park neighborhood as a potential NRHP district. Per the 2022 Survey Report, the proposed Astor Park Historic District is a well-defined cluster of 167 resources (167 unique property addresses, each with a house and potentially one or more significant outbuildings) situated near Astor Park in the City of Green Bay and has boundaries roughly delineated by South Webster Avenue, Porlier Street, South Roosevelt Street, and Grignon Street (see map). Construction in this area of large and modestly sized homes began in 1869 and was developed over the next eight decades until reaching full build-out. Representative of the prevailing architectural styles of their time, Vernacular, Bungalow, and Revival style residences are prominent within the district

The City of Green Bay became a Certified Local Government (CLG) community in 2019 and will be applying for Subgrants through the CLG program to fund the entirety of this NRHP district nomination.



Project Description and Project Expectations

All procedures and products shall comply with Scope of Work for this grant-funded project (see attached) and the Wisconsin Supplementary Manual provided by the Wisconsin State Historic Preservation Office (SHPO). The grant shall cover the cost of postage, mailing, and envelopes associated with the mailings for the required public meetings. The Wisconsin Supplementary Manual and Additional SHPO requirements are available online at:

<https://www.wisconsinhistory.org/Records/Article/CS4116>

Proposal Requirements

Please submit proposals with a dated cover letter signed by the appropriate company official by June 1, 2026, and include the following information:

1. Company name, address, phone number, and primary project contact.
2. Names, titles, and responsibilities of individuals from your company who will be responsible for completing project work. Include a description of the composition of the team, listing backgrounds and work experience as it relates to the project (principal researchers must meet the Secretary of the Interior's Professional Qualification Standards at <https://www.nps.gov/articles/sec-standards-prof-quals.htm>).
3. Background experience and capabilities of your company and the project personnel.
4. List of references for projects similar in scope which your firm has prepared.
5. Example of similar nominations done by firm/team members.
6. Discussion of the general approach to the work.
7. Schedule and timeline for performing the Scope of Work.
8. Appropriate fees to complete the proposed Scope of Work.
9. Other professional commitments already in place for company individuals who will be responsible for the project.

Timeline

The proposal shall be received at the above address by June 1, 2026, at 4:30 pm CDT. The selected firm will present the City with an electronic copy in either MS Word or PDF format. Fax submissions will not be accepted.

| | |
|--|---------------------------------------|
| Request for Proposals issued | May 11, 2026 |
| Proposal Due | June 1, 2026 |
| City Selects Candidate & Awards Project | June 22, 2026 |
| Consultant submits Monthly Progress Reports | 3 rd Monday of every month |
| Consultant Completes Draft Nomination for LC Staff | April 2027 |
| Public Meeting & Final Nomination Draft to LC | May 2027 |
| LC Approves Final Report | June 2027 |
| Consultant Edits and Submits Final Report | June 30, 2027 |

**Above timelines are estimates and could shift based on work progress and meeting schedules*

Additional Resources:

1. 1988 City of Green Bay Intensive Resource Survey Report (<https://greenbaywi.gov/DocumentCenter/View/1384/1988-Intensive-Resource-Survey-Final-Report-PDF->)
2. Online GIS (<https://www.greenbaywi.gov/maps>)
3. 2021-2024 City of Green Bay Intensive Resource Survey Reports (Including 2022 Architectural and Historical Intensive Survey Report Phases 2, 3, & 4 -- <https://greenbaywi.gov/1230/Historic-Survey-Update>)

Compensation

Funds for this project are provided by a grant that was awarded to the City of Green Bay. The payment schedule can be negotiated with the selected contractor; however, it is assumed that payment would be made upon completion of the project or tied into key milestones.

Evaluation Criteria

City staff will review and score proposals according to the following criteria:

| FACTOR | MAXIMUM POINTS |
|---|----------------|
| WORK APPROACH | 25 |
| Knowledge of best practices for nominations | |
| TIMELINE & FUNDING | 35 |
| Ability to do project with budget limitations Price & total anticipated cost | |
| TEAM | 40 |
| Adequate number of qualified personnel assigned to this project Similar projects completed | |
| TOTAL POSSIBLE POINTS | 100 |

**Submit a digital copy of your proposal
no later than June 1, 2026, at 4:30 pm CDT to:**

Stephanie Hummel, AICP, Planner II
City of Green Bay
Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, Wisconsin 54301-5026
Stephanie.Hummel@greenbaywi.gov
920-448-3424

**** fax submissions will not be accepted ****



LEGACY
architecture

FIRM PROFILE



"When we build, let us think that we build forever.
Let it not be for present delight, nor for present use alone.
Let it be such work as our descendants will thank us for,
And let us think, as we lay stone on stone,
That a time is to come when those stones will be held sacred
Because our hands have touched them
And that men will say as they look upon the labor and wrought substance of them,
'See! This our fathers did for us!'"

John Ruskin, *The Seven Lamps of Architecture*, 1849

Legacy Architecture, Inc.

605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com
www.legacy-architectre.com



605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com

May 18, 2026

Stephanie Hummel, AICP, Planner II
City of Green Bay Department of Community and Economic Development
100 N. Jefferson Street, Room 608
Green Bay, Wisconsin 54301

Re: National Register District Nomination
Astor Park Neighborhood
City of Green Bay, Wisconsin

Dear Stephanie:

Legacy Architecture is pleased to respond to your Request for Proposal for the National Register District Nomination of above-mentioned Astor Park Neighborhood as defined in the 2022 Architectural and Historical Intensive Survey Report Phases 2, 3, & 4 of the City of Green Bay.

Legacy Architecture, Inc. is an architectural, interior design, and historic preservation consulting firm offering professional services to municipalities, building owners, and homeowners who seek its expertise in historic preservation, residential, and commercial projects. Legacy Architecture strives to deliver an unmatched quality of professional services, listen to client's needs, produce a variety of thoughtful solutions, and stay abreast of the latest preservation methodologies. Legacy Architecture's goal is to enable its clients to live and work more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the past, designing for the present, and planning for the future.

Over the years, our staff has earned a state-wide reputation in historic preservation services and has been recognized with awards from the Wisconsin Historical Society, Wisconsin Main Street Program, Sheboygan Falls Chamber-Main Street, International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Associated General Contractors of Wisconsin, and the City of Green Bay. We see this as a testament to our level of expertise with regards to historic buildings and commitment to preserve the legacy of our past.

Per your RFP, our proposal includes the following information: company name, address, phone number, and primary project contact; names, titles, and responsibilities; background experience and capabilities; list of references; examples of similar nominations, general approach, schedule and timeline, appropriate fees, and other professional commitments. As you will see, your project will build on our substantive track record of National Register nominations work in communities throughout Wisconsin.

We believe Legacy Architecture, Inc. is set apart from others offering historic preservation consulting services and has extensive experiences working on historic preservation consulting projects in the City of Green Bay. We appreciate the opportunity to submit this proposal, and as the primary project contact, I welcome the chance to discuss your project in more detail.

Sincerely,

Legacy Architecture, Inc.

Jennifer L. Lehrke, AIA, LEED AP, NCARB
Principal Architect, Interior Designer & Historic Preservation Consultant

Organizational Overview



Expertise

Legacy Architecture, Inc. is a full service architectural, interior design, and historic preservation consulting firm. Founded in 2011, we offer professional services to municipalities, building owners, and homeowners who are drawn to the firm for its expertise in commercial, residential, and historic preservation projects. Members of our team are licensed in Wisconsin and Minnesota and also hold NCARB Certificates which facilitates reciprocal registration in nearly every state and Canada. Outside consultants are brought in as needed in the areas of civil engineering; landscape architecture; structural, fire protection, plumbing, mechanical, and electrical engineering; and other specialties.

Mission

Legacy Architecture offers an unmatched ability to deliver quality professional services, listen to client's needs, generate a variety of thoughtful solutions, and stay abreast of the latest construction technologies and preservation methodologies. Our goal is to enable our clients to live, work, and play more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the **past**, designing for the **present**, and planning for the **future**.

Legacy

We are existing building experts. Over the past several years, nearly 80% of our firm's work involved consulting, rehabilitating, or adding onto existing buildings. Our staff has earned a state-wide reputation for our architectural design and historic preservation consulting services, and our projects have been recognized with awards from the International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Wisconsin Historical Society, Wisconsin Main Street program, Associated General Contractors of Wisconsin, American Planning Association Wisconsin Chapter, Wisconsin Association of Historic Preservation Commissions, Sheboygan Falls Chamber-Main Street, and the City of Green Bay for projects ranging from large scale commercial buildings to historic preservation consulting reports and everything in between. We see this as a testament to our level of expertise with regards to existing buildings and commitment to preserve the **legacy** of our past.

Former President of the American Institute of Architects, Carl Elefante, is credited with coining the statement, "The greenest building is the one that already exists," and we dedicate our practice's work to that ethos. Whether it's improving the building envelope or selecting low-flow plumbing fixtures; every decision helps contribute to the overall environmental "health" of a project and attests to our desire and commitment to provide environmentally responsible buildings as our **legacy** to the earth and future generations.

Location

Legacy Architecture, Inc. is located at 605 Erie Avenue in Sheboygan, Wisconsin, in the historic Prange House, which was constructed in 1923 for one of the founders of the H.C. Prange Company, a midwestern department



store chain. An extensive restoration project utilizing historic tax credits was undertaken in 2014 to convert the building into professional office suites. Restored to its original splendor and upgraded for maximum energy efficiency, the Prange House showcases our work and our commitment to preserving local history while striving for a sustainable future.

Organizational Overview

Company Name, Address, Phone Number & Primary Project Contact

Legacy Architecture, Inc.

605 Erie Avenue, Suite 101

Sheboygan, Wisconsin 53081

(920) 783-6303

Jennifer L. Lehrke, AIA, NCARB

jlehrke@legacy-architecture.com



Jennifer L. Lehrke, AIA, LEED AP, NCARB
President, Principal Architect, Interior Designer & Historic Preservation Consultant

Jennifer L. Lehrke founded Legacy Architecture, Inc. in 2011. She has a broad range of historic preservation experience in a variety of project types. Her award-winning historic preservation work ranges from large scale commercial buildings to historic preservation consulting reports and everything in between. In addition to project status reporting, supervision of project team, and oversight from project conception to completion, Jennifer’s responsibilities include marketing, design, technical development, specification and report writing & editing, and construction contract administration. Jennifer meets the Secretary of the Interior’s Professional Qualification Standards in the fields of Architecture, Historic Architecture, and Architectural History and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain her status as a qualified historic preservation consultant. Jennifer lives in rural Sheboygan County.

Education

- 1999 Master of Architecture
 Preservation Studies Certificate
 University of Wisconsin-Milwaukee
- 1997 Bachelor of Science in Architectural Studies
 Art History & Criticism Minor
 University of Wisconsin-Milwaukee

Professional Affiliations

- American Institute of Architects (AIA)
- Association of Preservation Technology

- International
- National Trust for Historic Preservation
- Sheboygan County Historical Society & Museum
- Wisconsin Association of Historic Preservation Commissions (WAHPC)
- Wisconsin Historical Society (WHS)
- Wisconsin Trust for Historic Preservation

License & Accreditation

- 2019-present Wisconsin Registered Interior Designer
- 2013-present National Council of Architectural Registration Boards (NCARB)
- 2013-2025 Iowa Registered Architect
- 2002-present Wisconsin Registered Architect

Awards

- 2026 WAHPC Award of Excellence in Restoration/Rehabilitation of the North Breakwater Light, Port Washington
- 2026 WAHPC Award of Excellence in Restoration/Rehabilitation of the Meeme House at Pinecrest Historical Village, Manitowoc
- 2024 WAHPC Award of Excellence in Restoration/Rehabilitation of the Madison Saddlery Company, Madison
- 2024 Build Wisconsin Award for Historical Preservation of the Madison Saddlery Company, Madison
- 2023 WAHPC Honorary Historic Preservation Award of the Mary Nohl Art Environment, Fox Point
- 2022 WAHPC Award of Excellence for Restoration/Rehabilitation of the Schuette Brothers Department Store, Manitowoc
- 2020 WAHPC Award of Excellence for Restoration/Rehabilitation of the Waukesha County Historical Society and Museum, Waukesha
- 2020 WAHPC Award of Excellence for Restoration/Rehabilitation for Sartori Company, Plymouth
- 2020 WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey
- 2020 American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan
- 2019 WAHPC Award of Excellence for Restoration/Rehabilitation for Lorenzen Holdings & Pete’s Garage, Green Bay
- 2018 UWM Alumni Association Community Service Award
- 2018 AIA Wisconsin Citation for Distinguished Service

Project Management

| | | | |
|-----------------------|---|-----------------------------|--|
| 2016 | AIA Wisconsin Citation for Distinguished Service | 2014 | AIA Northeast Wisconsin President & AIA Wisconsin Board of Directors Member |
| 2016 | City of Green Bay's Mayor's Beautification Award for Pete's Garage, Green Bay | 2013 | AIA Northeast Wisconsin Vice President & AIA Wisconsin Board of Directors Member |
| 2016 | Associated General Contractors of Wisconsin Build Wisconsin Award for Best Commercial Renovation Project for Pete's Garage, Green Bay | 2012 | AIA Northeast Wisconsin Secretary/ Treasurer |
| 2012 | Wisconsin Main Street Award for Best New Building for Mersberger Financial Group, Sheboygan Falls | 2011 | Sustainable Living Group Vice President |
| 2011 | The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2010 for the Fox River Lock Keeper Houses | 2009-2011 | City of Sheboygan Sustainable Sheboygan Task Force Member |
| 2011 | Sheboygan Falls Chamber-Main Street Building Improvement Award for Mersberger Financial Group, Sheboygan Falls | 2008-2010 | Sheboygan County Historical Research Center President |
| 2011 | Sheboygan Falls Chamber-Main Street Building Improvement Award for Mersberger Financial Group, Sheboygan Falls | 2006-2008 | Sheboygan County Historical Research Center Secretary |
| 2010 | Coastal Connections Young Professionals Network of Sheboygan County Making Their Mark: Top Young Professionals Award | 2006-2008 | Sheboygan County Historical Society & Museum Secretary |
| 2003 | Wisconsin Main Street Award for Best Rehabilitation over \$7,500 for 101 Pine Street, Sheboygan Falls | 2001-2007 | City of Sheboygan Falls Historic Preservation Commission Member |
| 2002 | The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2001 for the Stefanie Weill Center for the Performing Arts, Sheboygan | 2000-2007 | Sheboygan Falls Chamber-Main Street Design Committee Member |
| 2002 | International Masonry Institute Wisconsin Golden Trowel Award for the Best of Tile/Marble/Terrazzo for the Stefanie Weill Center for the Performing Arts, Sheboygan | 2004-2006 | Sheboygan County Historical Society & Museum Board of Directors Member |
| 2002 | Wisconsin Historical Society Historic Preservation Certificate of Commendation for the Stefanie Weill Center for the Performing Arts, Sheboygan | 2002-2006 | Sheboygan County Historical Research Center Board of Directors Member |
| Volunteer Work | | Speaking Engagements | |
| 2021 | AIA Wisconsin President | 2025 | National Trust for Historic Preservation PastForward National Preservation Conference: Or Diverse Collective History: A Survey of Underrepresented Communities of Madison |
| 2020 | AIA Wisconsin Vice President/President-elect | 2025 | Sheboygan County Historical Research Center - Saloon Series: Plymouth Wisconsin: The World Capital of Italian Cheese |
| 2019-2020 | AIA Wisconsin Transition & Search Committee Chair | 2025 | Sheboygan County Historical Research Center - Saloon Series: Robinson House 3.0: Preservation is Perpetual |
| 2019 | AIA Wisconsin Secretary/Treasurer | 2025 | Sheboygan County Historical Research Center - Saloon Series: What the Laack?! The Past, Present, and Future of the H.C. Laack Block and Hotel Laack in the Downtown Plymouth Historic District |
| 2017-2019 | The Armory Community Project President | 2024 | WHS Historic Preservation Tax Credit Workshop: Masonry in Historic Tax Credit Projects |
| 2017-2019 | WAHPC Board Member | 2020 | WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey |
| 2017-2018 | Wisconsin Historic Tax Credit Coalition | 2019 | WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey |
| 2015-2019 | AIA Wisconsin Board of Directors Director at Large Member | 2019 | WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison |
| 2017 | AIA Wisconsin Fall Workshop Chair | 2019 | UWM School of Architecture Graduate Student Colloquium |
| 2016 | International Masonry Institute Award Jury | 2019 | UWM School of Architecture Arch 110 Guest Speaker |
| 2016 | East Central Wisconsin Regional History Day Event Contest Judge | | |
| 2009-2016 | AIA Northeast Wisconsin Continuing Education Coordinator | | |
| 2014-2015 | AIA National Board Community Committee Member | | |

Project Management

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|------|--|------|---|
| 2018 | Ladies Night: The Architecture of Sheboygan | 2009 | Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Design for New Construction & Remodeling |
| 2018 | Sheboygan County Historical Society & Museum - Speaker Series: National Register of Historic Places in the City of Sheboygan | 2009 | Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Green Building Rating Systems |
| 2018 | Sheboygan County Historical Society & Museum - Speaker Series: History of the Sheboygan Municipal Auditorium & Armory | 2009 | Sheboygan County Home Builders Association Home Expo Seminar Series: Energy Efficient Home Design |
| 2018 | Ladies Night: The Architecture of Historic Downtown Plymouth | 2009 | Sheboygan County Home Builders Association Home Expo Seminar Series: Historic Home Remodeling |
| 2018 | WHS Historic Preservation Tax Credit Workshop: ADA in Tax Credit Projects | 2008 | Sheboygan County Historical Research Center Second Saturdays Program: Sheboygan County's Historic Landmarks |
| 2017 | WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company | 2007 | Sheboygan County Historical Society & Museum Third Saturdays Program: Taylor House 1850's - Living the High Life |
| 2017 | WHS Local History & Historic Preservation Conference: Do I Have to Make My Building Accessible and How? | 2007 | Sheboygan County Historical Society & Museum Third Saturdays Program: Sheboygan County's WPA Projects |
| 2017 | WHS Local History & Historic Preservation Conference: Planning a Historic Building Rehabilitation Project | 2006 | Free & Accepted Masons of Sheboygan Lodge No. 11 Fundraising Program: The Masons, The Lodge & Historic Preservation |
| 2017 | AIA Wisconsin Fall Workshop Panel Discussion: Business Evolution | | |
| 2017 | Sheboygan County Historical Society & Museum Historic Home Tour Program: E.A. Zundel & Marian Crocker Home | | |
| 2017 | Waukesha Preservation Alliance Preservation Days, Museum Speaker Series: Historic Tax Credits | 2025 | National Register Nomination Experience Luling School, Manitowoc |
| 2016 | Manitowoc Symphony Orchestra Holiday Tour of Homes: Klingholz House | 2023 | Thern Farm, New London |
| 2016 | WHS Local History & Historic Preservation Conference: There's Something about Mary, Evolution of the Mary Nohl Art Environment | 2023 | Madison Vocational School Additional Documentation and Boundary Decrease, Madison |
| 2016 | American Association of University Women -Sheboygan: Legacy Architecture | 2022 | Madison Saddlery Company, Madison |
| 2016 | Sheboygan County Historical Society & Museum Historic Home Tour Program: Eliza Prange Home | 2021 | TOPS Club Inc., Milwaukee |
| 2016 | National Main Street Center's Main Street Now Conference: Historic Sheboygan County Mobile Workshop | 2021 | New Richmond Commercial Hist. District, New Richmond |
| 2016 | AIA Northeast Wisconsin Building Tour Program: Pete's Garage | 2021 | New Richmond East Side Historic District, New Richmond |
| 2014 | WHS Local History & Historic Preservation Conference: No Building Project is Too Small for Big ideas | 2020 | Black River Falls Commercial Hist. District, Black River Falls |
| 2012 | City of Racine Landmarks Preservation Commission Workshops: National Register, Criteria, and Process for Listing | 2020 | Caledonia Street Commercial Hist. District, La Crosse |
| 2011 | Sustainable Living Group Thinking Green Thursdays Program: USGBC's LEED Rating System | 2020 | The Sheboygan Press, Sheboygan |
| 2009 | Green Drinks - Sheboygan Monthly Event: USGBC's LEED Rating System | 2019 | Siebken's Resort, Elkhart Lake |
| | | 2019 | Benjamin & Helen Simonds 10-Sided Barn, Greenfield |
| | | 2019 | Robinson Hill Residential Historic District, Allouez |
| | | 2018 | Waupun Commercial Historic District, Waupun |
| | | 2018 | Milwaukee-Emerson Residential Hist. District, Beloit |

Project Management

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|------|--|------|--|
| 2018 | Sheboygan Municipal Auditorium & Armory, Sheboygan | 2013 | Sugar Creek N. Main Street Bungalow Historic District, Oshkosh |
| 2017 | Washington Ave. Neoclassical Historic District, Oshkosh | 2013 | Kane Street Historic District, Burlington |
| 2017 | Miramar Drive Residential Historic District, Allouez | 2013 | Bert & Mary Cunningham Round Barn, Viroqua |
| 2017 | St. Paul Avenue Industrial Historic District, Milwaukee | 2012 | Richards Hill Residential Historic District , Watertown |
| 2017 | Dr. Adolf & Helga Gundersen Cottage, La Crosse | 2012 | Burlington Cemetery Chapel, Burlington |
| 2017 | Herman A. & Lillian Greiling House, Allouez | 2012 | Burlington Community Pools & Bathhouse, Burlington |
| 2017 | Albert C. Neufeld House, Allouez | 2012 | Charles & Herriette Klingholz House, Manitowoc Rapids |
| 2017 | S&R Cheese Company, Plymouth | 2011 | Melvin Avenue Residential Historic District, Racine |
| 2017 | Horicon State Bank, Horicon | 2010 | E. Division-Sheboygan St. Historic District, Fond du Lac |
| 2017 | Michael & Margaritha Beck Farmstead, Jefferson | 2009 | Downtown Churches Historic District, Sheboygan |
| 2017 | Lorine Niedecker House, Sumner | | |
| 2016 | Downtown Plymouth Historic District, Plymouth | | |
| 2016 | Orchard Street Residential Historic District, Racine | | |
| 2015 | Clyman Street Residential Historic District, Watertown | | |
| 2015 | Downtown Delavan Commercial Hist. District, Delavan | | |
| 2015 | Delavan Water Tower Park Historic District, Delavan | | |
| 2015 | Green Bay YMCA, Green Bay | | |
| 2015 | Albert & Minna Ten Eyck Round Barn, Spring Grove | | |
| 2015 | Allouez Pump House, Allouez | | |
| 2015 | Allouez Water Department & Town Hall, Allouez | | |
| 2015 | Rudolph Lueder 13-Sided Barn, Plymouth | | |
| 2015 | Eliza Prange House, Sheboygan | | |
| 2014 | Downtown Baraboo Historic District, Baraboo | | |
| 2014 | Frank Vocke Octagonal Barn, Mequon | | |
| 2014 | John Lindstrom Round Barn, Balsam Lake | | |
| 2014 | George & Mable Harris Round Barn, Forest | | |
| 2014 | Eagle Paper & Flouring Mill, Kaukauna | | |
| 2014 | Albert & Mary Shekey House, Koshkonong | | |
| 2014 | Wandawega Inn, Sheboygan | | |



Rowan Davidson, PhD, Associate AIA Historic Preservation Consultant

Rowan first joined Legacy Architecture in May 2013 to and February 2024 and rejoined us in May 2025. His responsibilities include historical research, report writing, and project management with a smattering of computer-aided drafting. Rowan meets the Secretary of the Interior's Professional Qualification Standards in the fields of History, Architectural History, and Historic Architecture and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain his status as a qualified historic preservation consultant. Rowan lives in Dane County.

Education

| | |
|------|---|
| 2018 | Doctorate in Art History University of Wisconsin |
| 2007 | Master of Architecture University of Illinois at Chicago |
| 2005 | Bachelor of Science in History University of Chicago |

Professional Affiliations

American Institute of Architects (AIA)
Vernacular Architectural Forum (VAF)

Awards

| | |
|------|--|
| 2024 | WAHPC Commissions Award for Madison Saddlery, Madison |
| 2020 | WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey |

| | |
|------|--|
| 2020 | WAHPC Award of Excellence for Restoration/Rehabilitation for Sartori Company, Plymouth |
| 2020 | American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan |

Recent Speaking Engagements

| | |
|------|---|
| 2025 | National Trust for Historic Preservation PastForward National Preservation Conference: Our Diverse Collective History: A Survey of Underrepresented Communities of Madison |
| 2020 | Upper Midwest American Planning Association Conference: Racial Equity & Social Justice in Preserving, Planning, Developing the City of Madison's Historic Preservation Plan |
| 2020 | WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey |
| 2019 | WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey |
| 2019 | WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison |
| 2017 | WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company |

National Register Nomination Experience

| | |
|------|---|
| 2023 | Madison Vocational School Additional Documentation and Boundary Decrease, Madison |
| 2022 | Madison Saddlery Company, Madison |
| 2022 | Thorn Farmstead, New London |
| 2021 | TOPS Club Inc., Milwaukee |
| 2021 | New Richmond Commercial Hist. District, New Richmond |
| 2021 | New Richmond East Side Historic District, New Richmond |
| 2020 | Black River Falls Commercial Hist. District, Black River Falls |
| 2020 | Caledonia Street Commercial Hist. District, La Crosse |
| 2020 | The Sheboygan Press, Sheboygan |
| 2019 | Siebken's Resort, Elkhart Lake |
| 2019 | Benjamin & Helen Simonds 10-Sided Barn, Greenfield |
| 2019 | Robinson Hill Residential Historic District, Allouez |
| 2018 | Waupun Commercial Historic District, Waupun |

Project Management

| | | | |
|------|--|------|---|
| 2018 | Milwaukee-Emerson Residential Hist. District, Beloit | 2013 | Bert & Mary Cunningham Round Barn, Viroqua |
| 2018 | Sheboygan Municipal Auditorium & Armory, Sheboygan | | |
| 2017 | Washington Ave. Neoclassical Historic District, Oshkosh | | |
| 2017 | Miramar Drive Residential Historic District, Allouez | | |
| 2017 | St. Paul Avenue Industrial Historic District, Milwaukee | | |
| 2017 | Dr. Adolf & Helga Gundersen Cottage, La Crosse | | |
| 2017 | Herman A. & Lillian Greiling House, Allouez | | |
| 2017 | Albert C. Neufeld House, Allouez | | |
| 2017 | S&R Cheese Company, Plymouth | | |
| 2017 | Horicon State Bank, Horicon | | |
| 2017 | Michael & Margaritha Beck Farmstead, Jefferson | | |
| 2017 | Lorine Niedecker House, Sumner | | |
| 2016 | Downtown Plymouth Historic District, Plymouth | | |
| 2016 | Orchard Street Residential Historic District, Racine | | |
| 2015 | Clyman Street Residential Historic District, Watertown | | |
| 2015 | Rudolph Lueder 13-Sided Barn, Plymouth | | |
| 2015 | Allouez Water Department & Town Hall, Allouez | | |
| 2015 | Allouez Pump House, Allouez | | |
| 2015 | Downtown Delavan Commercial Historic District, Delavan | | |
| 2015 | Delavan Water Tower Park Historic District, Delavan | | |
| 2015 | Albert & Minna Ten Eyck Round Barn, Spring Grove | | |
| 2015 | Green Bay YMCA, Green Bay | | |
| 2014 | Downtown Baraboo Historic District, Baraboo | | |
| 2014 | George & Mable Harris Round Barn, Forest | | |
| 2014 | John Lindstrom Round Barn, Balsam Lake | | |
| 2014 | Frank Vocke Octagonal Barn, Mequon | | |
| 2013 | Kane Street Historic District, Burlington | | |



Lisa Hartman
Administrative Services Coordinator

Lisa has been with Legacy Architecture since October 2021. Her responsibilities include bookkeeping, billing, payroll, marketing & social media, project assistance, and clerical services. Lisa lives in Sheboygan County.

Education

| | |
|------|---|
| 2010 | Bachelor of Science in Information Studies University of Wisconsin - Milwaukee |
| 1994 | Associates in Accounting Lakeshore Technical College |

Professional Affiliates

Professional Women's Connection
Sheboygan Chapter

Volunteer Activities

| | |
|--------------|---|
| 2025-2026 | Rebuilding Together Sheboygan County Golf Outing Co-Chair |
| 2024-present | Circle of Souls Animal Rescue Volleyball Tournament Organizer |
| 2024 | Professional Women's Connection (PWC) Conference Chair |
| 2023-2025 | PWC Executive Board of Directors Co- President |
| 2022-2023 | PWC Executive Board of Directors Interim President |
| 2020-present | Rebuilding Together—Sheboygan County Board of Directors, Treasurer |
| 2020-2022 | John Michael Kohler Arts Center (JMKAC) Friends of Art Council |

| | |
|--------------|---|
| | (FOA) President |
| 2018 | JMKAC FOA President-Elect |
| 2018-2020 | PWC Executive Board of Directors President |
| 2018 | PWC Conference Chair |
| 2016 | PWC Conference Chair |
| 2014-present | PWC Executive Board of Directors Web Chair |
| 2014-present | PWC Sheboygan Chapter Board of Directors Web Chair |
| 2012-2013 | PWC Sheboygan Chapter Board of Directors Program Chair |
| 2011 | PWC Sheboygan Chapter member |
| 2005-present | JMKAC FOA Hospitality Chair |
| 2004 | JMKAC FOA President |
| 2003 | JMKAC FOA Secretary |
| 1997 | JMKAC FOA member & event volunteer |

Awards

| | |
|------|---|
| 2024 | United Way of Sheboygan County Spirit of Sheboygan County Volunteer Award for Outstanding Volunteer Board of Directors for PWC |
| 2023 | Sheboygan County Chamber of Commerce Athena Organization Leadership Award for PWC |
| 2023 | JMKAC FOA Volunteer of the Year— Hospitality |

Intensive Survey Experience

| | |
|------|--|
| 2025 | City of Mineral Point |
| 2023 | Phase 7 - Southeast Side, City of Green Bay |
| 2023 | City of Reedsburg |
| 2022 | Phases 5, 6 & Part of 7 - Northeast Side & Southwest Side, City of Green Bay |
| 2022 | City of Port Washington |
| 2022 | City of Manitowoc |
| 2022 | Phases 2, 3 & 4 - Downtown & Astor , Olde North, and Northwest Neighborhoods, City of Green Bay |

Historic Tax Credit Experience

| | |
|------|---------------------------------------|
| 2024 | LAG Family (Laack Hotel), Plymouth |
|------|---------------------------------------|

Trevor Fuller, Director of Planning & Community Development
Village of Allouez
(920) 448-2800 ext. 134
trevor.fuller@villageofallouezwi.gov

- 2019 National Register Nomination:
Robinson Hill Residential Historic District
- 2017 National Register Nomination:
Herman A. & Lillian Greiling House
- 2017 National Register Nomination:
Miramar Drive Residential Historic District
- 2015 National Register Nomination:
Allouez Pump House
- 2015 National Register Nomination:
Allouez Water Department & Town Hall
- 2013 Intensive Survey:
Village of Allouez

Corey Zetts, Executive Director
Menomonee Valley Partners, Inc.
(414) 207-4717
cory@thevalleymke.org

- 2017 National Register Nomination:
St. Paul Avenue Industrial Historic District,
Milwaukee

Melissa Lampe, Former Chair
City of Watertown Historic Preservation Commission
(920) 248-0616
melissa.lampe@charter.net

- 2015 National Register Nomination:
Clyman Street Residential Historic District
- 2012 National Register Nomination:
Richards Hill Residential Historic District

Historic Preservation Consulting Experience

National Register Historic District Nominations

Our staff has completed 22 National Register of Historic Places nominations for a variety of historic districts across the state — including numerous residential, downtown commercial, downtown civic center, and industrial areas — with local significance in the areas of architecture, commerce, education, government, industry, recreation & entertainment, religion, and social history and ranging in size from six to over 150 properties. In recent years, Legacy Architecture has prepared approximately 33% of all historic district nominations in the State of Wisconsin with 100% success rate.

Our completed historic district nominations include:

- 2021 New Richmond Commercial Hist. District, New Richmond
- 2021 New Richmond East Side Historic District, New Richmond
- 2020 Black River Falls Commercial Hist. District, Black River Falls
- 2020 Caledonia Street Commercial Hist. District, La Crosse
- 2019 Robinson Hill Residential Historic District, Allouez
- 2018 Waupun Commercial Historic District, Waupun
- 2018 Milwaukee -Emerson Residential Hist. District, Beloit
- 2017 Washington Ave. Neoclassical Hist. District, Oshkosh
- 2017 Miramar Drive Residential Historic District, Allouez
- 2017 St. Paul Avenue Industrial Historic District, Milwaukee
- 2016 Downtown Plymouth Historic District, Plymouth
- 2016 Orchard Street Residential Historic District, Racine
- 2015 Clyman Street Residential Historic District, Watertown
- 2015 Downtown Delavan Commercial Hist. District, Delavan
- 2015 Delavan Water Tower Park Historic District, Delavan
- 2014 Downtown Baraboo Historic District, Baraboo
- 2013 N. Main Street Bungalow Historic District, Oshkosh
- 2013 Kane Street Historic District, Burlington



Robinson Hill Residential Historic District, Allouez



Milwaukee - Emerson Residential Historic District, Beloit



Miramar Drive Residential Historic District, Allouez



Orchard Street Residential Historic District, Racine

Successful Examples

- 2012 Richards Hill Residential Historic District, Watertown
- 2011 Melvin Avenue Residential Historic District, Racine
- 2010 E. Division-Sheboygan St. Historic District, Fond du Lac
- 2009 Downtown Churches Historic District, Sheboygan



North Main Street Bungalow Historic District, Oshkosh



Downtown Baraboo Historic District, Baraboo



Kane Street Historic District, Burlington



Melvin Avenue Residential Historic District, Racine



Richards Hill Residential Historic District, Watertown



East Division Street-Sheboygan Street Historic District, Fond du Lac



Downtown Churches Historic District, Sheboygan

Historic Preservation Consulting Experience

National Register Individual Nominations

Our staff has completed 33 National Register of Historic Places nominations for a wide variety of individual properties—including seven centric barns, numerous residences, farmhouses, industrial buildings, governmental buildings, lake resorts, small town bank, a metropolitan YMCA, WPA-era armory and inaugural NBA arena, and a 1960s modern public swimming pool complex—with local and state levels of significance in the areas of agriculture, architecture, commerce, government, industry, literature, and recreation & entertainment. In recent years, Legacy Architecture has prepared approximately 13% of all individual architecture and history National Register nominations in the State of Wisconsin with 100% success rate.

Our residential nominations include the homes of a Midwestern department store chain founder, regionally prominent physician, and renowned poet and include architecturally significant examples of Italianate, Queen Anne, Georgian Revival, Mediterranean Revival, Norwegian influenced Arts & Crafts, and vernacular styles of architecture.

Our completed individual nominations include:

| | |
|------|--|
| 2023 | Luling / McKinley School, Manitowoc |
| 2024 | Wildmer Cheese Cellars, Theresa |
| 2023 | Thern Farm, New London |
| 2023 | Madison Vocational School/Madison Area Technical College, Madison |
| 2022 | Madison Saddlery Company, Madison |
| 2021 | TOPS Club Inc., Milwaukee |
| 2020 | Siebkens Resort Complex, Elkhart Lake |
| 2020 | The Sheboygan Press, Sheboygan |
| 2019 | Benjamin & Helen Simonds 10-Sided Barn, Greenfield |
| 2018 | Sheboygan Municipal Auditorium & Armory, Sheboygan |
| 2017 | Dr. Adolf & Helga Gundersen Cottage, La Crosse |
| 2017 | Herman A. & Lillian Greiling House, Allouez |
| 2017 | Albert C. Neufeld House, Allouez |



Benjamin & Helen Simonds 10-Sided Barn, Greenfield



Dr. Adolf & Helga Gundersen Cottage, La Crosse



Michael & Margaritha Beck Farmstead, Jefferson



Albert C. Neufeld House, Allouez

Successful Examples

- 2017 S&R Cheese Company,
Plymouth
- 2017 Horicon State Bank,
Horicon
- 2017 Michael & Margaritha Beck Farmstead,
Jefferson
- 2017 Lorine Niedecker House,
Sumner
- 2015 Green Bay YMCA,
Green Bay
- 2015 Albert & Minna Ten Eyck Round Barn,
Spring Grove
- 2015 Allouez Pump House,
Allouez
- 2015 Allouez Water Department & Town Hall,
Allouez
- 2015 Rudolph Lueder 13-Sided Barn,
Plymouth
- 2015 Eliza Prange House,
Sheboygan
- 2014 Frank Vocke Octagonal Barn,
Mequon
- 2014 John Lindstrom Round Barn,
Balsam Lake
- 2014 George & Mable Harris Round Barn,
Forest
- 2014 Eagle Paper & Flouring Mill,
Kaukauna
- 2014 Albert & Mary Shekey House,
Koshkonong
- 2014 Wandawega Inn,
Sugar Creek
- 2013 Bert & Mary Cunningham Round Barn,
Viroqua
- 2012 Burlington Cemetery Chapel,
Burlington
- 2012 Burlington Community Pools & Bathhouse,
Burlington
- 2012 Charles & Herriette Klingholz House,
Manitowoc Rapids



Eagle Paper & Flouring Mill, Kaukauna



Wandawega Inn, Sugar Creek



Bert & Mary Cunningham Round Barn, Viroqua



Charles & Herriette Klingholz House, Manitowoc Rapids



Burlington Cemetery Chapel, Burlington

Project Approach

The National Register of Historic Places is the federal government's official list of historic properties worthy of preservation. Authorized under the National Historic Preservation Act of 1966, the program is administered by the National Park Service (NPS) in coordination with State Historic Preservation Offices (SHPOs), including the Wisconsin Historical Society's Historic Preservation Division. National Register listing provides formal recognition of a property's historic, architectural, or archaeological significance based on nationally consistent standards used in every state. Because of the program's rigor and high standards, National Register designation is widely regarded as a significant honor for both property owners and the communities in which these resources are located.

Legacy Architecture, Inc. holds historic properties in the highest regard and is honored to be entrusted with their documentation and preservation. Our deep respect for historic resources, combined with decades of professional experience, is reflected in the quality, thoroughness, and success of our work.

Over many years of preparing National and State Register nominations, our staff has developed a proven, methodical order of operations that ensures no component of a project is overlooked and that all documentation meets or exceeds federal and state requirements. Each project begins with the collection and review of all previously documented research, followed by coordination with municipal staff to obtain relevant mapping and background data.

We initiate each project with on-site fieldwork. For historic districts, this includes site visits conducted in coordination with SHPO staff, who review and approve district boundaries and the classification of contributing and non-contributing properties. During these visits, we carefully document character-defining features and architectural elements, record essential property data—including address, location, architectural style, and exterior materials—and complete comprehensive exterior photography for every building and structure.

Following field documentation, we conduct in-depth research into each property's historic significance, integrity, and broader historic context. We then update the Wisconsin SHPO's online Architecture and History Inventory (AHI) database and consult directly with SHPO staff to confirm applicable National Register Criteria and establish the appropriate Period(s) of Significance.

Legacy Architecture approaches the preparation of each nomination as a rigorous scholarly endeavor. Beyond its regulatory function, a National Register nomination becomes a permanent public record that documents a

district's unique history and defining characteristics. These documents frequently serve as valuable resources for local historians, property owners, educators, genealogists, tourism professionals, and preservation advocates. To ensure accuracy and credibility, our staff employs academic-level research methodologies and relies exclusively on verifiable, well-documented sources. These include government records, U.S. Census data, city directories, Sanborn Fire Insurance Maps, historic maps, original architectural drawings, period newspapers and publications, and local histories housed in public and university libraries, historical societies, museums, private collections, governmental offices, professional databases, and the SHPO archives in Madison and its statewide Area Research Centers. All written materials adhere to professional and academic citation standards.

Once all research and documentation are complete, we prepare the nomination in strict accordance with National Register Bulletin 16A and Wisconsin's Supplementary Manual for Completing State and National Register Forms. We then submit a complete, well-organized package to the SHPO for review. All photography is digital and produced using state-of-the-art equipment to meet or exceed nomination standards. We also prepare high-quality, computer-generated maps and architectural graphics that consistently surpass NPS and SHPO requirements.

Following SHPO review, Legacy Architecture promptly addresses any requested revisions or supplemental information from SHPO staff, the SHPRB, or the NPS. For historic districts, we coordinate and conduct a public wrap-up meeting for property owners in consultation with the local commission and the SHPO's National Register Coordinator. We then present the nomination at a SHPRB meeting and formally represent the client or commission throughout the review process.

Legacy Architecture maintains a long-standing, collaborative working relationship with SHPO staff, built through frequent communication and years of successful projects. This relationship, combined with our thorough understanding of both State and National Register requirements, helps prevent delays and ensures a smooth, efficient review process. To date, Legacy Architecture has never submitted a National Register nomination that has been rejected by the State Historic Preservation Review Board, providing our clients with confidence, predictability, and proven results.

Schedule and Timeline

We expect the nomination itself will take approximately 4-6 weeks. Therefore, assuming selection and contract with Legacy Architecture, Inc. by June 2026, we propose the following timeline:

| | |
|--|---------------------------|
| City Selects Candidate & Awards Project | June 22, 2026 |
| Consultant submits Monthly Progress Reports | 3rd Monday of every month |
| Consultant Completes Draft Nomination for LC Staff | April 2027 |
| Public Meeting & Final Nomination Draft to LC | May 2027 |
| LC Approves Final Report | June 2027 |
| Consultant Edits and Submits Final Report | June 30, 2027 |

This timeline could be sped up considerably based on work progress and meeting schedule if desired. We have other projects in our office, but we have experience handling multiple projects and professional commitments simultaneously.

We propose the following scope of work for the nomination:

1. Establish and document appropriate Property Boundaries.
2. Review existing research and data gathered and conduct additional research regarding the historic significance, historic integrity, and historic context of the property and its resources.
3. Prepare the District Nomination according to the federal guidelines in the National Register Bulletin 16A: How to Complete National Register Registration Form and the supplementary state guidelines specified in the Supplementary Manual for Completing State Register and National Register of Historic Place Form in Wisconsin and submit the following nomination products for review to the State Historical Preservation Office:
 - Completed National Register of Historic Places Nomination-Registration Form
 - 200-300 word Summary Statement for the Wisconsin Historical Society website
 - One set of 4"x 6" color prints of digital images submitted
 - PowerPoint presentation for the wrap up and Review Board meetings
 - Electronic files of all of the above delivered
 - Original USGS quadrangle map, properly labeled, along with UTM coordinates
 - Sketch map of the District
 - Update the Wisconsin Historical Society's WHPD database
4. Make any necessary Corrections or Additions to the materials submitted at the request of the State Historical Preservation Office, the State Historic Preservation Review Board, or the National Park Service.
5. Present the nomination at a State Historic Presentation Review Board Meeting.

We assume the following:

- A local entity will provide DWG or DXF format files or aerial mapping of the nominated area, including streets, property lines, and building footprints so we may accurately provide a district map.

Legacy Architecture, Inc. would provide the abovementioned scope of work for a total lump sum cost of \$20,000.



Archaeological Research
Laboratory Center
Cultural Resource Management

Justin Miller
*Principal Investigator/
Architectural Historian*
University of Wisconsin-Milwaukee
Archaeological Research
Laboratory Center
PO Box 413
Milwaukee, WI 53201
jcmill@uwm.edu
414-251-9495
www.uwm.edu/archaeology-laboratory/

5/18/2026

Stephanie Hummel, AICP
Planner II
City of Green Bay
Community & Economic Development Department
100 N. Jefferson St.
Green Bay, WI 54301
920-448-3300
Stephanie.Hummel@greenbaywi.gov

RE: Astor Park Historic District NRHP Nomination
Green Bay, Brown County, WI
UWM-CRM 2024-0999

Dear Ms. Hummel,

The Cultural Resource Management program (Archaeological Research Laboratory Center) at the University of Wisconsin-Milwaukee (UWM) is pleased to offer a scope of work and estimated cost to conduct cultural resource investigations for the above referenced project.

The project will consist of the preparation of a National Register of Historic Places (NRHP) nomination for the Astor Park Historic District in the City of Green Bay, Brown County, Wisconsin.

The project team for the Astor Park Historic District project has over 50 years of combined professional experience in architectural history and historical research. Our key staff for the project exceed the National Park Service, Secretary of Interior Qualification Standards for History and Architectural History and have no existing commitments that would prevent timely and successful completion of the project.

Authority

The methods and techniques used during the study will follow those standards promulgated in the Secretary of Interior's Standards and Guidelines for Historic Preservation and the Architecture-History Survey Manual. The use of these documents as guides for historic preservation planning is endorsed by the Wisconsin State Historic Preservation Office (SHPO). All project activity will be conducted in accordance with the Scope of Work provided to the City of Green Bay by the Wisconsin SHPO.

Scope of Services

Project Overview

The project will consist of the preparation of a National Register of Historic Places (NRHP) nomination for the proposed Astor Park Historic District. The district contains approximately 167 resources situated near Astor Park in the City of Green Bay. The district is roughly bounded by South Webster Avenue, Porlier Street, South Roosevelt Street, and Grignon Street.

Methodology

The project will be completed in several interconnected phases. The initial stages of the project will consist of a site visit to complete photographic documentation of the district's resources and setting following National Park Service (NPS) and Wisconsin State Historic Preservation Office (SHPO) standards. Our in-house GIS specialist will produce required district mapping including a detailed boundary map to indicate the contributing/noncontributing status of each resource and a topographic map with labeled UTM coordinates.

Site visits will be followed by detailed historical research of the development of the Astor Park neighborhood and of the significance of its resources within appropriate architectural and historic contexts.

Archival research will be followed by the preparation of the narrative portions of the nomination as well as the assembly of supplemental documents required by the Wisconsin SHPO. UWM-CRM staff will also update WHPD records for each district resource.

Upon completion, the nomination package will be submitted to the City of Green Bay and, following the City's review, submitted to SHPO. Following SHPO review, UWM-CRM architectural historians will present the nomination at the next available Historic Preservation Review Board meeting as determined by SHPO.

UWM-CRM's lead architectural historian/project manager for the Astor Park nomination project will also attend any required public meetings at the outset and completion of the project.

Reporting and Deliverables

Deliverables for the project include three major items: (1) the completed NRHP nomination form; (2) supplemental documents required by the National Park Service and the Wisconsin SHPO; and (3) presentation of the completed NRHP nomination before the Wisconsin Historic Preservation Review Board.

The written NRHP nomination form will be submitted both in hard copy and digitally (as Microsoft Word documents, per SHPO requirement) and will include relevant historic images when available and appropriate. Supplemental documents to be submitted with the nomination include the following:

- 200-300 word summary of the district for inclusion on Wisconsin Historical Society website
- CD containing digital photos in JPEG format for SHPO use

- USGS map with labeled UTM points showing the district's location
- 1 set of 4" x 6" color prints, labeled according to NPS guidelines
- PowerPoint presentation for use at Historic Preservation Review Board meeting

Project Timeline

The project timeline is presented below and assumes a notice to proceed by July 1, 2026. Final deliverables will be provided no later than June 30, 2027.

| <i>DESCRIPTION</i> | <i>DATE</i> |
|--|-------------------|
| Notice to Proceed | July 2026 |
| Photo Documentation | July 2026 |
| Archival Research | Aug-Oct 2026 |
| Preparation of NRHP Text | Nov 2026-Jan 2027 |
| Preparation of Supplemental Documentation | February 2027 |
| Deliverables 1 and 2: NRHP Nomination draft and Supplemental Documentation | April 2027 |
| Public Meeting & Final draft | May 2027 |
| Submit final draft to SHPO | June 30, 2027 |
| Deliverable 3: Presentation at Review Board Meeting | TBD by SHPO |

Estimated Cost

As UWM-CRM is part of a research-based public institution, we do not charge profit on our outside contracts, resulting in the maximum allocation of research funding towards project directed research.

The estimated cost for the above-described scope of work is a lump sum of \$16,771.

This is a good faith estimate based upon the information provided to ARLC and is non-binding. The commencement of the work described herein is contingent upon a written contract being executed by both parties. A copy of ARLC's form contract is attached for your review and will be customized to include the relevant project-related details if you wish to proceed with this project.

The estimated contract end date is September 30, 2027.

You should request a new cost estimate if you wish to materially change the scope of services, if you learn new details that might materially impact the project scope or estimated cost, or if six months have passed since the date of this estimate.

If you have any questions regarding the scope of services, cost estimate, or if you wish to further discuss the project, please do not hesitate to contact Justin Miller at 414-251-9495 or at jcmill@uwm.edu.

Signed by:
Justin Miller
FE7879F3E6694F2
Justin Miller
Principal Investigator/Architectural Historian

5/22/2026 | 11:33 AM CDT

Date

DocuSigned by:
Jennifer Haas
CBF398D274484D5
Jennifer R. Haas, Ph.D.
Director, Archaeological Research Laboratory Center

5/22/2026 | 11:26 AM CDT

Date

Attachments:

1. Company Background
2. Company Experience and Qualifications
3. Highlighted Projects
4. Project Team and Qualifications
5. References

Attachments

FIRM BACKGROUND

WHO WE ARE

Cultural Resource Management at the University of Wisconsin-Milwaukee has been providing historic preservation and archaeological consulting services to the public and private sectors since 1974. Our clients include agencies, municipalities, firms, and individuals.

UWM-CRM operates within the Department of Anthropology, and our multi-disciplinary staff includes specialists from a wide variety of backgrounds including architecture, historic preservation, public history, archaeology, anthropology, and geography. With over forty years' experience, we have established a reputation for high quality, cost-effective consulting work that combines the efficiency and client-oriented approach of the private sector with the thoughtful, thorough approach of the academic world.

WHAT WE DO

UWM-CRM offers clients a one-stop shop consulting service for cultural resource compliance. Our architectural historians regularly complete reconnaissance and intensive surveys, Determinations of Eligibility, National Register of Historic Places nominations, and historic tax credit applications. UWM-CRM also provides a variety of consulting services including consultation, development and preparation of effects documentation such as Finding of No Adverse Effect, Documentation for Consultation, mitigation plans, and Memorandums of Agreement. In addition to our above-ground services, we also offer a full array of contract archaeology services including research, documentation, excavation, monitoring, and laboratory analysis.

Our facilities encompass 10,000 square feet of space devoted to offices, computer facilities, photographic and cartographic studios, archaeological research labs, and extensive storage. As a university program, UWM-CRM has access to the UW System Libraries and other research facilities, fleet vehicles, duplicating services, federally approved accounting services, computing consultants, and the State of Wisconsin liability and worker's compensation programs.



UWM-CRM is located in Sabin Hall at the University of Wisconsin-Milwaukee. Our building was built in 1928 and originally housed the science departments of the Milwaukee-Downer College. Our physical address and contact person is:

Brian Nicholls
 Cultural Resource Management
 Archaeological Research Laboratory Center
 University of Wisconsin-Milwaukee
 Sabin Hall, 3413 N. Downer Avenue
 Milwaukee, WI 53211
 414-251-5680
 nicholls@uwm.edu

Cultural Resource Management at the University of Wisconsin-Milwaukee is licensed to operate in the State of Wisconsin.

FIRM EXPERIENCE & QUALIFICATIONS

REPRESENTATIVE PROJECTS

UWM-CRM routinely completes architectural history investigations for a number of agencies and municipalities encompassing a variety of project types and of differing scales. Included in our portfolio are National Register of Historic Places (NRHP) nominations, reconnaissance level surveys, intensive surveys, determination of eligibility assessments for NRHP listing, as well as many types of cultural resource documentation formats. Our architectural history experiences covers the entire State of Wisconsin and includes a wide range of historical properties, themes, and contexts.

Listed below is a representative sample of architecture/history projects completed by UWM-CRM that reflect our breadth of experience with architecture history investigations throughout Wisconsin. Following this list are three highlighted projects that provide a more in-depth assessment of our expertise: **Frost Woods Historic District NRHP Nomination, Sunset Circle Residential Historic District NRHP Nomination, and West Hill Residential Historic District NRHP Nomination.**

SAMPLE OF ARCHITECTURE-HISTORY PROJECTS

National Register of Historic Places Nominations

Frost Woods Historic District, Monona, Dane County, WI (Fall 2025)

Paul Kuehl House, Platteville, Grant County, WI (Summer 2025)

Oak Grove Cemetery, La Crosse, La Crosse County, WI (Spring 2023)

Willard and Fern Tompkins House, Monona, Dane County, WI (Spring 2022)

Kohl's Food Store, Monona, Dane County, WI (Spring 2021)

La Crosse Fire Station No.5, La Crosse, La Crosse County, WI (Spring 2021)

Myrtle and Derwood Trimbell House, West Salem, La Crosse County, WI (Spring 2021)

Bangor Commercial Historic District, Bangor, La Crosse County, WI (Winter 2020)

Razy and John Wright House, Medary, La Crosse County, WI (Summer 2020)

Stoughton Municipal Power Plant No.1, Stoughton, Dane County, WI (Summer 2020)

Antoine and Sarah Gordon House, Gordon, Douglas County, WI (Spring 2020)

West Hill Residential Historic District, Chippewa Falls, Chippewa County, WI (Winter 2019-2020)

Intensive Surveys

City of Wisconsin Rapids, Wood County, WI (2025)

Milwaukee Houses of Worship: 1920-1980, City of Milwaukee, Milwaukee County, WI (2023-2024)

Carlisle Neighborhood, City of Racine, Racine County, WI (2021/2022)

City of Superior, Douglas County, WI (2019)

Milwaukee Public Schools, City of Milwaukee, Milwaukee County, WI (2019)

City of Prairie du Chien, Crawford County, WI (2018/2019)

Milwaukee Electric Railway & Light Company Interurban Corridors, East-Central Wisconsin (2018)

NRHP Determination of Eligibility Reports

Menasha Canal, City of Menasha, Winnebago County, WI (2024)

Walter and Isabelle Carey House, Village of Wilmot, Kenosha County, WI (2023)

North First Street Bungalow Historic District, City of Milwaukee, Milwaukee County, WI (2022)

Holy Ghost Parish Historic District, Village of Dickeyville, Grant County, WI (Winter 2017)

Calumet County Highway Shed, City of Chilton, Calumet County, WI (2016)

FIRM EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

FROST WOODS HISTORIC DISTRICT NRHP NOMINATION

In Fall 2025, UWM-CRM completed a National Register nomination for the Frost Woods Historic District in Monona, Dane County, Wisconsin.

The Frost Woods neighborhood began as a cluster of 1930s modernist houses built for several University of Wisconsin faculty members. Construction boomed after World War II, creating the existing neighborhood of 143 houses. Development was guided by a homeowners' association, resulting in an excellent example of Colonial Revival, Ranch, and Contemporary-style houses, along with one of the state's earliest and finest concentrations of International Style houses. The neighborhood also contains a significant collection of archaeological sites including Late Woodland culture effigy mounds.

As part of the nomination process, UWM-CRM met with property owners, conducted archival research, attended public meetings, and consulted with SHPO. The district was listed in the National Register in early 2026. The project also received an award of excellence from the Wisconsin Association of Historic Preservation Commissions in 2026.

Project reference:

Doug Plowman, Director of Planning & Community Development, City of Monona, 608-222-2525, dplowman@ci.monona.wi.us



FIRM EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

SUNSET CIRCLE RESIDENTIAL HISTORIC DISTRICT NRHP NOMINATION

Allouez, Wisconsin

In 2023, UWM-CRM completed a National Register of Historic Places nomination for the Sunset Circle Residential Historic District on behalf of the Village of Allouez, Wisconsin.

The district is a collection of 17 resources including single-family residences and a small, open park located along the east bank of the Fox River in Allouez’s Sunlight Park Subdivision. Houses in the Sunset Circle district were constructed between 1940 and 1989. Together, they are a distinct and unified entity that is representative the architectural styles and housing types popularized during World War II and in the post-war period. The district is also distinguished by its horseshoe-shaped, curvilinear street lined with mature trees, wide lots, and the open, grassy Sunset Park. The local prestige of the district was reflected in the prominence of its original homeowners, including Vince and Marie Lombardi. The Sunset Circle Residential Historic District was approved by SHPO and the State Historic Preservation Review Board in 2023 and was listed in the National Register of Historic Places in 2024.

Project reference:

Trevor Fuller, Director of Planning & Community Development, Village of Allouez, 920-448-2800, Trevor.fuller@villageofallouezwi.gov



FIRM EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

WEST HILL RESIDENTIAL HISTORIC DISTRICT NRHP NOMINATION

Chippewa Falls, Wisconsin

In 2020, UWM-CRM completed a National Register nomination for the West Hill Residential Historic District in Chippewa Falls. The West Hill historic district contains 162 houses constructed over the span of a century. The houses in the district reflect the economic prosperity of Chippewa Falls from the 1870s through the 1950s and illustrate the range of architectural styles popular during this period.

As part of the nomination process, UWM-CRM spent extensive time in Chippewa Falls, conducting archival research at local libraries, photographing every building in the historic district, and conducting interviews with select homeowners. UWM-CRM's staff GIS specialist also worked with the Wisconsin SHPO to develop a streamlined process for submitting the mapping and photographic components of the National Register nomination packet. The historic district was officially listed in the National Register of Historic Places in 2021.

Project reference:

Ian Gort, Historic Preservation Specialist, State Historic Preservation Office (Wisconsin Historical Society), 608-264-6502, ian.gort@wisconsinhistory.org.



PROJECT SCOPE, METHODS & DELIVERABLES

PROJECT OVERVIEW

The project will consist of the preparation of a National Register of Historic Places (NRHP) nomination for the proposed Astor Park Historic District. The district contains approximately 167 resources situated near Astor Park in the City of Green Bay. The district is roughly bounded by South Webster Avenue, Porlier Street, South Roosevelt Street, and Grignon Street.

The nomination will be prepared in accordance with the procedures outlined by the National Park Service and the Wisconsin State Historic Preservation Office.



METHODOLOGY

The project will be completed in several interconnected phases. The initial stages of the project will consist of a site visit to complete photographic documentation of the district's resources and setting following National Park Service (NPS) and Wisconsin State Historic Preservation Office (SHPO) standards. Our in-house GIS specialist will produce required district mapping including a detailed boundary map to indicate the contributing/noncontributing status of each resource and a topographic map with labeled UTM coordinates.



Site visits will be followed by detailed historical research of the development of the Astor Park neighborhood and of the significance of its resources within appropriate architectural and historic contexts.

Archival research will be followed by the preparation of the narrative portions of the nomination as well as the assembly of supplemental documents required by the Wisconsin SHPO. UWM-CRM staff will also update WHPD records for each district resource.



Upon completion, the nomination package will be submitted to the City of Green Bay and, following the City's review, submitted to SHPO. Following SHPO review, UWM-CRM architectural historians will present the nomination at the next available Historic Preservation Review Board meeting as determined by SHPO.



IMAGES COURTESY WISCONSIN HISTORIC PRESERVATION DATABASE, 2025.

UWM-CRM's lead architectural historian/project manager for the Astor Park nomination project will also attend any required public meetings at the outset and completion of the project.

PROJECT TEAM & QUALIFICATIONS

KEY STAFF

The project team for the Astor Park NRHP nomination has over 50 years of combined professional experience in architecture/history and historical research. The project team is directed by **Brian Nicholls** (Associate Director) with **Justin Miller** acting as the lead architectural historian. Justin will conduct all site visits and act as primary author of the NRHP nomination. Justin will be assisted by fellow historians **Kelly Blaubach** and **Gail Klein**. **Drew Saleh**, the UWM-CRM staff GIS specialist, will produce all mapping for the project.

Our key staff exceed the National Park Service, Secretary of Interior Qualification Standards for History and Architectural/History.

LIST OF PROJECT TEAM

Brian Nicholls, M.S., Associate Director

Justin C. Miller, Lead Architectural Historian

Kelly J. Blaubach, M.A., Architectural Historian

Gail R. Klein, M.S., Architectural Historian

Drew Saleh, M.S., GIS Specialist



PROJECT TEAM

BRIAN NICHOLLS, ASSOCIATE DIRECTOR



EDUCATION

M.S., Anthropology, University of Wisconsin-Milwaukee
Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
B.S. Anthropology, University of Wisconsin-Milwaukee

MEMBERSHIPS

Register of Professional Archaeologists
Society of American Archaeologists
Midwest Archaeology Conference
Wisconsin Archaeological Survey
Wisconsin Archaeological Society

TRAINING

Section 106: An Introduction, National Preservation Institute

WisDOT: Section 106 Compliance Training

Brian has over 20 years of cultural resource management experience. Brian has been conducting and managing all aspects of cultural resource projects including historic preservation, intensive surveys, archaeological and burial site investigations. Brian has assisted clients and project sponsors fulfill all levels of state and federal compliance requirements including Section 106 of the National Historic Preservation Act (NHPA) and National Environmental Policy Act (NEPA). He serves as the primary point of contact with the Wisconsin Department of Transportation, and also has worked with other sponsors/clients from the private sector, energy sector, and other state, county and local agencies. For this project, Brian will serve as the point of contact for contracting, invoicing, and other project management concerns.

RELEVANT EXPERIENCE

As the Associate Director, Brian oversees the contract development and fiscal management of all contracts awarded to the UWM-CRM program, oversees instruction and supervision of students and staff, and assists in managing of the UWM-CRM contract program operations. Brian supervises the project team and facilitates the coordination of projects from contract to final deliverable and invoicing.

PROJECT TEAM

JUSTIN MILLER, LEAD ARCHITECTURAL HISTORIAN



Justin has been working as an architectural historian in Wisconsin for over fifteen years and has been with UWM-CRM since 2014. Justin's historic preservation experience includes reconnaissance and intensive survey work, Determination of Eligibility reports, National Register nominations, and cultural resource compliance projects including consultation and developing Memorandum of Agreements. Justin's project responsibilities will include project management assistance, conducting fieldwork and historical research, photography, and report writing and production.

EDUCATION

B.S., Architectural Studies
University of Wisconsin-Milwaukee

MEMBERSHIPS

Society of Architectural Historians
Docomomo US/Chicago, Board Member
Glensner House Museum

PRESENTATIONS

"Frost Woods: Wisconsin's Newest
National Register Historic District,"
Madison Trust for Historic Preservation,
(April 2026)

"A Frames & Flying Saucers:
Midcentury Religious Architecture in
Wisconsin," Kohler Foundation: Arts at
the Waelderhaus (April 2025)

"Looking at H.H. Richardson's Other
Chicago House," Chicago Architecture
Biennial lecture (December 2017)

TRAINING

Identification and Evaluation of Mid-
20th-Century Buildings, National
Preservation Institute (2011)

Section 106: An Introduction, National
Preservation Institute (2010)

Historic Preservation Consultants
Seminar, Wisconsin Historical Society
(2008 – 2017)

Local History & Historic Preservation
Conference, Wisconsin Historical
Society (2008-2017)

RELATED PROJECTS

Waldo Boulevard Survey, Determination of Eligibility Reports, and NRHP Nomination -- Manitowoc, Wisconsin

Between 2014 and 2018, UWM-CRM completed the Section 106 compliance process for a roadway project in the City of Manitowoc. The UWM-CRM project team completed a reconnaissance survey for the project, which included approximately 200 houses, commercial buildings, schools, churches, and civic buildings dating from the late 19th century to the present. Justin served as lead architectural historian on the project, led the field survey, produced photography for all phases of the project, and authored the majority of all project reports. Justin, along with two other historians, prepared Determinations of Eligibility for five houses; a junior high school and its associated landscape; a country club; a parish complex; and a residential historic district for which Justin also wrote a National Register nomination.

Mayville Reconnaissance Survey and Determination of Eligibility Reports -- Mayville, Wisconsin

In 2014, UWM-CRM completed an architecture history survey for approximately two dozen properties in the City of Mayville, including one National Register-listed historic district. As part of the reconnaissance survey, the project team conducted archival research to create a historic context, focusing on the economic development and architectural context of Mayville, in which to evaluate the surveyed properties. The project team also produced photographic documentation and GIS mapping for all of the surveyed properties. UWM-CRM prepared Determinations of Eligibility for nine properties identified during the reconnaissance survey, including several houses, an industrial complex, and a porcelain enamel gas station. Justin served as the lead architectural historian on the project, completing the reconnaissance survey and authoring the majority of the survey report and several Determinations of Eligibility.

PROJECT TEAM

GAIL KLEIN, ARCHITECTURAL HISTORIAN



Gail has worked as an architectural historian and historic preservation consultant in Wisconsin since 2009 and has been with UWM-CRM since 2014. Gail's historic preservation work has included the preparation of multiple National Register nominations, intensive survey reports, historic tax credit documentation, and Determination of Eligibility reports. She has led historic preservation projects documenting and evaluating a wide range of historic property types, architectural styles, and historic districts. Gail's project responsibilities will include research assistance, photography, and assisting with report writing and production. Gail lives in Stoughton, Wisconsin.

EDUCATION

M.S., Historic Preservation,
University of Oregon
B.A., History, Art,
North Central College

MEMBERSHIPS

Wisconsin Historical Society
National Trust for Historic
Preservation

PUBLICATIONS

"Preserving America's Historic
Grange Halls," ASHP Journal, 2009
"Unity, Liberty, and Charity: A History
of the Grange in Lane County," Lane
County Historian, Summer 2009

TRAINING

Section 4(f) Evaluation for Historic
Properties, National Preservation
Institute (October 2023)
The Recent Past: Strategies for
Evaluation, National Preservation
Institute (October 2018)
Historic Preservation Consultants
Seminar, Wisconsin Historical Society
(2009-2024)
Local History & Historic Preservation
Conference, Wisconsin Historical
Society (2009-2022)
Historic Tax Credits Workshop,
Wisconsin Historical Society (2017-
2024)
Section 106: An Introduction, National
Preservation Institute (April 2011)

RELATED PROJECTS

**National Register of Historic Places Nominations: New Hope
Norwegian Evangelical Lutheran Church (New Hope, Wisconsin);
Samuel and Nina Marcus House (Spring Green, Wisconsin);
William and Annie McDermot House (Fond du Lac, Wisconsin);
Spellman Brothers Granite Company (Sauk City, Wisconsin);
Henry and Barbara Bierbauer House (New Lisbon, Wisconsin)**

Gail has completed National Register nominations for a variety of residential, commercial, and civic properties, on behalf of municipalities as well as private property owners. For each nomination, Gail conducted intensive archival research, completed interior and exterior photographic documentation, and prepared detailed historic context narratives to evaluate each property's significance within the historic and architectural landscape of the surrounding community. Gail presented all nominations before the Wisconsin Historic Review Board; each was approved for listing in the National Register of Historic Places.

**Milwaukee Electric Railway & Light Company Intensive
Survey, WE Energies – Milwaukee, Kenosha, Racine, Waukesha,
Jefferson, Ozaukee, and Sheboygan Counties, Wisconsin**

UWM-CRM completed a survey of built resources along the historic Milwaukee Interurban rail lines between the City of Milwaukee and destinations in surrounding counties. The UWM-CRM team utilized GIS mapping to locate and identify geographically isolated bridges, culverts, and other resources historically associated with the interurban railway. UWM-CRM conducted archival research to provide a historic context for the surveyed structures, and identified those considered potentially eligible for listing in the National Register of Historic Places. WHPD records were created and GIS data was provided to WHS for all surveyed structures. Gail served as project lead, conducting intensive-level field survey, and authored sections of the final report.

PROJECT TEAM

KELLY BLAUBACH, ARCHITECTURAL HISTORIAN



Kelly is an architectural historian who began working at UWM-CRM in 2014. With experience in reconnaissance-and intensive-level surveys as well as historic and archival research, Kelly has prepared many Determinations of Eligibility reports and effects documentation for cultural resources throughout the state of Wisconsin. She has worked with a vast array of property types, including residential properties, farmsteads, commercial buildings, industrial sites, and municipal and civic buildings. For this project, Kelly's responsibilities will include assisting with historic and archival research and report assembly. She will also contribute to report development. Kelly lives in Waukesha County.

EDUCATION

M.A., Public History, concentration in Historic Preservation, University of Wisconsin-Milwaukee
B.A., History, Carroll University

MEMBERSHIPS

Historic Milwaukee, Inc.

TRAINING

The Recent Past: Strategies for Evaluation, National Preservation Institute (2018)

Section 106: An Introduction, National Preservation Institute (2016)

Historic Preservation Consultants Seminar, Wisconsin Historical Society (2014 – 2024)

Local History & Historic Preservation Conference, Wisconsin Historical Society (2014-2020)

Historic Preservation Conference, National Trust for Historic Preservation (2013)

RELATED PROJECTS

Historic Districts Effects Assessment - Quincy, Illinois

UWM-CRM conducted an effects assessment for a cell tower project in the City of Quincy, along the Mississippi River in Adams County, Illinois. The project area encompassed four historic districts listed in the National Register of Historic Places: the Downtown Quincy Historic District, the East End Historic District, the Northwest Historic District, and the Southside German Historic District. The City of Quincy, due to its location along the Mississippi River, was a bustling travel center in the early-to-mid 1800s, and Quincy's residential districts contain houses that were constructed as early as the 1830s and 1840s. Kelly conducted photographic documentation, archival research, and effects assessment for all NRHP listed resources.

Statewide Hydroelectric Context - Statewide, Wisconsin

UWM-CRM worked with the Wisconsin Public Service Corporation to develop and implement mitigation measures for required upgrades to a hydroelectric facility northwest of Merrill, Wisconsin. The Grandfather Falls hydro plant, determined eligible for listing in the National Register, was one of the few remaining hydroelectric facilities in the region with its original, early-twentieth century wood penstock pipelines. As such, the project team worked to develop creative mitigation to reflect the unique significance of the property. A portion of one wood penstock was salvaged and incorporated into the landscape of the adjacent Ice Age Trail, which runs through the property. In addition, Kelly developed a historic context for the development of hydroelectric technology and facilities in Wisconsin. The project team also produced archival photodocumentation of the hydro plant, its penstocks, and associated resources in three seasons. UWM-CRM also developed text and visual content for informational signage to be installed at the facility.

PROJECT TEAM

ANDREW SALEH, GIS SPECIALIST



Drew began working as an archaeologist in Wisconsin in 2014. He holds a master's degree in Anthropology and a Graduate Certificate in Geographic Information Systems from the University of Wisconsin-Milwaukee. Drew has three years of experience working within the utility GIS industry. He is a Project Manager for UWM-CRM, as well as a GIS Specialist. Drew's previous GIS projects and experience cover a wide range of geospatial fields and activities, including geospatial data production, geospatial database maintenance and data curation, spatial analysis, remote sensing, LiDAR data processing and analysis, as well as spatial web-based mapping and mobile application development.

EDUCATION

Graduate Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
M.S., Anthropology, University of Wisconsin-Milwaukee
B.A., Anthropology, University of Wisconsin-Madison

On National Register projects, Drew works closely with the architecture history project team to produce project-specific submittal mapping, including required USGS topographic maps with UTM coordinates and historic district boundary maps.

MEMBERSHIPS

Society for American Archaeology
Wisconsin Archaeological Society
Wisconsin Archaeological Survey
Midwest Archaeological Conference

Drew's project responsibilities will include spatial data curation, conducting desktop literature reviews for previously recorded historic properties, and creation of project submittal mapping and other geospatial project deliverables.

CONFERENCE PRESENTATIONS

Society for American Archaeology (2025)
Midwest Archaeological Conference (2017-2024)
Southeastern Archaeological Conference (2023)

REFERENCES

The following references are associated with the Highlighted Projects included in this proposal.

Doug Plowman

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Ian Gort

Historic Preservation Specialist
State Historic Preservation Office
Wisconsin Historical Society
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Report to the
Landmarks Commission
of the City of Green Bay

MEETING DATE

June 17, 2026

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # F.1

Staff-level COA applications.

BACKGROUND

- COA 26-13, 502 Cass Street, Porch
- COA 26-16, 621 S Monroe Avenue, Porch
- COA 26-18, 703 S Quincy Street, Roof

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None