VILLAGE OF MCFARLAND *NOTICE OF PUBLIC MEETING*

LANDMARKS COMMISSION

Thursday, October 11, 2018 **3:30 PM** **McFarland Municipal Center**
Conference Room A

AGENDA

1. CALL TO ORDER

2. PUBLIC APPEARANCES.

3. APPROVAL OF MINUTES.
   a. Review and possible approval of minutes from the May 3, 2018 Landmarks Commission meeting.

4. BUSINESS.
   a. Discussion and possible recommendation to the Plan Commission and Village Board regarding necessary ordinance changes to sections 62-395, 398 and 402 in order to be compliant with State Statutes regarding historic preservation ordinances.

   b. Update on designating 5979 Siggelkow Road, Common Threads as a local historic structure.

5. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

LANDMARKS COMMISSION

Working Draft Minutes

May 3, 2018

Members Present: Mary Pat Lytle**,** Ron Larson, Gordon Kinder, Kathy Krusiec, Virginia Nichols
Members Absent:
Staff Present: Pauline Boness

1. CALL TO ORDER
   Lytle called the meeting to order at 3:03 p.m.

2. SITE VISIT
   a. Site visit at 5910 Main St.
      Members of the Landmark Commission will walk to 5910 Main Street to conduct a site visit. The purpose of the site visit is exclusively to view the site.* ***The Commission will not accept testimony nor take any action**. After concluding the site visit, the Landmarks Commission shall return to Conference Room A of 5915 Main St. to discuss new signage at 5910 Main St for Lakestone Properties.*

3. APPROVAL OF MINUTES
   Kinder moved to approve the April 5, 2018 minutes, Nichols seconded the motion. Motion carried.

4. PUBLIC COMMENT
   Kinder is concerned about the condition of the Schneider property as there are bricks falling off the building, along with the condition of the former bank building. Boness advised Marty Pilger, the building inspector, is actually the liaison for the Landmarks Commission, and this is something which he can address. Commissioners will also likely see Pilger at future meetings.

   Commissioners discussed the status of the McFarland House Café and when the pavers and fencing would be going in on the outdoor seating area, which was approved at a prior meeting. Commissioners concurred this has been taking a while and would like to see it completed. Lytle advised she would check with O'Hearn to see where he is at with his project.

5. BUSINESS
   a. **Review and possible issuance – certificate of appropriateness regarding proposed new signage at 5910 Main Street for Lakestone Properties**.

      Lytle indicated this was discussed at a previous meeting; Spanos had advised they would bring in samples of their proposed lettering for Commissioners. Leslie Riemer,

Working Draft

representing Lakestone Properties showed Commissioners letter samples and proposed colors for the lettering. They did a mock up on the building for 15" letters and brought in a copy of the "urban bronze" paint color which was approved at the April 2018 meeting. Members reviewed the color proposed for the letters, an actual letter sample and the photos of the letters on front of the building.

Boness advised she spoke with the building inspector regarding the size of the proposed signage; this proposal would be within the allowable parameter.

Lytle inquired as to the feelings of the Commissioners on the letters and color proposed. Commissioners concurred they liked this combination, and felt it would look much better than black letters. Krusiec preferred the smaller size 12" letter to the 15".

Lytle inquired on the status of the current sign on the other ½ of the property. Boness replied a letter would be written to the tenant expressing the concerns of the Commission and asking if they can adjust the location of the sign up about 3". Boness advised the building inspector does not feel this is something that can easily be done; it was likely installed that way so it could be properly mounted.

Kinder moved to approve and issue a certificate of appropriateness for 12" block style letters in the color "Urban Bronze" for the address signage at 5910 Main Street. Krusiec seconded the motion. Motion carried unanimously.

Boness clarified for Commissioners, she did speak with the Village Attorney and he indicated the letter of appropriateness should indicate what the motion was, and there is no need for it once a motion is made and passes at a meeting, to go back to be reviewed at a future Landmarks Committee meeting.

Boness informed members they did send a letter to Common Threads regarding including them in our local historic district, to date she has not heard back.

6. ADJOURNMENT

Nichols moved to adjourn, Krusiec seconded the motion. Motion carried meeting adjourned at 3:50 p.m.

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VILLAGE BOARD SUMMARY SHEET

MEETING DATE: **Thursday, October 11, 2018**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT:

AGENDA ITEM: **Discussion and possible recommendation to the Plan Commission and Village Board regarding necessary ordinance changes to sections 62-395, 398 and 402 in order to be compliant with State Statutes regarding historic preservation ordinances.**

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 10.11.18 CLG
2. Landmarks changes- Redline 2018

Pauline Boness

From: JOSEPH R DEROSE <jrderose@wisc.edu>
Sent: Thursday, September 13, 2018 1:16 PM
To: Pauline Boness
Subject: Slight ordinance changes required for CLG status

McFarland's Historic Preservation Ordinance looks pretty good! A few changes, however, are required in order to meet Wisconsin's Certified Local Government program requirements. In 2015, Wisconsin Act 176 was signed into law by the Governor. It states that appeals of landmark commission decisions only require a majority vote. Sec. 62-395 (c) and Sec. 62-398 of your ordinance requires a 2/3 vote so this needs to be changed in order to be in compliance with state law. Act 176 also affects Sec. 62-402 (a) of your ordinance. The reference to "...a class 2 notice" needs to be changed to "first class mail." Once these changes have been made, send me the revised ordinance and I'll pass everything on to the National Park Service for final approval. As always, let me know if you have questions regarding this.

Joe DeRose
Certified Local Government Coordinator
State Historic Preservation Office

Wisconsin Historical Society
816 State St
Madison WI 53706
608-264-6512(o)
Email: joe.derose@wisconsinhistory.org

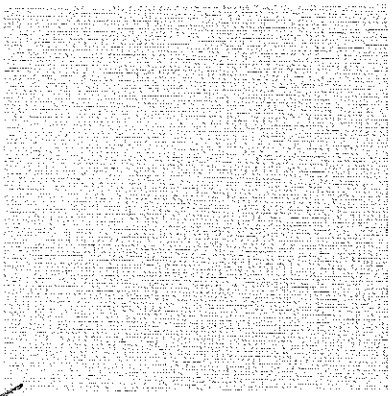
Wisconsin Historical Society
Collecting, Preserving, and Sharing Stories Since 1846

4. a.

Pauline Boness

From: JOSEPH R DEROSE <jrderose@wisc.edu>
Sent: Thursday, May 4, 2017 12:08 PM
To: Pauline Boness
Subject: RE:

Follow Up Flag: Follow up
Flag Status: Flagged



The ordinance you sent me meets Wisconsin's requirements for admission in the CLG program. The rest of the application process may be found on our website at http://www.wisconsinhistory.org/Content.aspx?dsNav=N:4294963828-4294963805&dsRecordDetails=R:CS4323 Let me know if you have questions regarding this process.

From: Pauline Boness [mailto:Pauline.Boness@mcfarland.wi.us]
Sent: Thursday, May 04, 2017 10:30 AM
To: JOSEPH R DEROSE
Cc: Mary Pat Lytle
Subject:

Morning Joe, Was nice talking to you last week at the conference. The Village is interested the Certified Local Government Program. I've attached our Hist. Pres. Ord. and was wondering if you could look over and point to any problem area we would need to change. We do have an appeal process so we are good on that point. Thanks in advance for your help

Pauline Boness
Community Dev. Dir.
Village of McFarland
608-838-3154
pauline.boness@mcfarland.wi.us

Total Control Panel Login

To: pauline.boness@mcfarland.wi.us
From: jrderose@wisc.edu

Message Score: 1
My Spam Blocking Level: Medium

High (60): Pass
Medium (75): Pass
Low (90): Pass

Sec. 62-395. - Landmarks Commission powers and duties.

(c) *Granting of certificate.* If the Landmarks Commission decides the above questions applicable in the negative, it shall grant the certificate of appropriateness. Upon the issuance of such certificate, the Building Inspector shall issue the building permit. The Landmarks Commission shall make this decision within 45 days of the filing of the application. Should the Landmarks Commission deny the application, the applicant may appeal such decision to the Village Board, which may grant said certificate by a ~~two-thirds~~majority vote of the membership, upon a clear showing of economic hardship by the applicant. In addition, if the Landmarks Commission fails to approve an application, the Landmarks Commission shall, at the applicant's request, cooperate and work with the applicant in an attempt to obtain a certificate of appropriateness within the guidelines of this Article.

Sec. 62-398. - Appeals of Landmarks Commission actions.

A decision by the Landmarks Commission to deny a certificate of appropriateness may be appealed to the Village Board. The appeal shall be initiated by filing a petition, specifying the grounds therefor, with the Village Clerk-Treasurer within ten days of the date the decision of the Landmarks Commission is made. After a public hearing, the Village Board may, by vote of ~~two-thirds~~a majority of its members, reverse or modify the decision of the Landmarks Commission if, after balancing the interest of the public in preserving the subject property and the interest of the owner in using it for such owner's own purposes, the Village Board finds that, owing to special conditions pertaining to the specific piece of property, demolition will preclude any and all reasonable use of the property and/or will cause serious hardship for the owner, provided that any self-created hardship shall not be a basis for reversal or modification of the Landmarks Commission's decision.

Sec. 62-402. - Historic District review and adoption procedures.

(a) The Landmarks Commission shall hold a public hearing when considering the plan for an Historic District. Notice of the time, place and purpose of such hearing shall be ~~given by publication as a class 2 notice~~made by 1st class mail to the owners of the places, structures or objects of the determination, and as otherwise provided by law. Notice of the time, place and purpose of the public hearing shall also be sent by the Village Clerk-Treasurer to the owners of record, as listed in the assessment records, who are owners of property situated within the district or within 200 feet of the boundaries of the proposed district at least ten days prior to the date of the hearing. Following the public hearing, the Landmarks Commission shall vote to recommend, reject or withhold action on the plan. The recommendation, if any, shall be forwarded to the Village Board.

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VILLAGE BOARD SUMMARY SHEET

MEETING DATE: **Thursday, October 11, 2018**

SECTION: **Business**

DEPARTMENT: **Community Development**

CONTACT:

AGENDA ITEM: **Update on designating 5979 Siggelkow Road, Common Threads as a local historic structure.**

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 10.11.18 Common Threads bldg.

4/6-

Pauline Boness

From: Pauline Boness
Sent: Thursday, June 14, 2018 11:40 AM
To: Mary Pat Lytle
Cc:
Subject: next Landmarks meeting

Hi Mary Pat , I did meet with Chris from Common Threads. Said his board would prefer to wait on any designation. They would like to pursue a rezoning with thoughts about POSSIBLY selling a portion of the site. A rezoning application was filed in the past; and, due to concerns expressed by neighbors, they cancelled their application. Ideally they would like to have the Siggelkow building solely devoted to administration and have either two other school sites or one larger site. Would you like to try and meet in July? The only items would be minutes and the short bit of info. from above. Our meeting would be July 5th the day after the holiday.
Let me know.

Pauline Boness
Comm. Dev. Dir.
Village of McFarland
608-838-3154
pauline.boness@mcfarland.wi.us

4. b.

VILLAGE OF MCFARLAND *NOTICE OF PUBLIC MEETING*

PLAN COMMISSION

Monday, March 17, 2008 **7:00 P.M.** **Municipal Center Community Room**

AGENDA

1. Call to order.

2. Review and possible approval of minutes from the February 18, 2008, Plan Commission Meeting.

3. Public Hearing – Discussion and possible recommendation to the Village Board regarding Ordinance 2008-05 rezoning 5979 Siggelkow Road from A-1 Exclusive Agricultural, Dane County, to C-G General Commercial, Village of McFarland. The property owner is Common Threads Family Resource Center.

postponed in July

4. Discussion and possible action on a request by property owner Douglas Jefson of Tri-Investments to obtain a written statement according to Sec. 13-1-67 of the Municipal Code as to those standards not met in the Plan Commission's denial of his application for a Conditional Use Permit for 4915 Voges Road.

5. Review and possible action on a site/design plan to replace the Brandt Park Shelter.

6. Discussion and possible action on a recommendation to the Village Board to amend the Village of McFarland Terminal and Triangle District Plan to include Voges Road properties in the Triangle / Meinders sub-district.

7. New/Old Business - Prairie Stone Addition grading and fencing
   - Department Report
   - Property Maintenance Report

8. Adjournment.

Notes:
1) Persons needing special accommodations should call 838-3154 at least 24 hours prior to the meeting.
2) A quorum of The Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village trustees. No matter shall be considered nor shall any action be taken by said Village Board members at this meeting.
3) More specific information about agenda items may be obtained by calling 838-3154.

This agenda was posted, or caused to be posted, by my hand on the 14th day of March, 2008 at the following three (3) posting places in the Village of McFarland, to wit: McFarland Municipal Center, 5915 Milwaukee Street; E.D. Locke Public Library, 5920 Milwaukee Street; and the McFarland State Bank, 5990 Hwy. 51.

_____

Deb Neal, Clerk/Deputy Treasurer

BACKGROUND & RECOMMENDATIONS

PLAN COMMISSION MEETING
MONDAY, MARCH 17, 2008

AGENDA ITEMS 3 – Public Hearing Rezoning: The "old school" property now owned by Common Threads Family Resource Center was annexed into the Village in January 2007. This newly-created group provides counseling, training and respite services to families and those suffering from autism. The property was zoned A-1 by Dane County. A rezoning is necessary to bring the property under Village zoning. In speaking with Joe Powelka it appears C-G seems to be the best fit, as the Center operates as a social service.

If Commissioners are concerned about other uses in C-G if Common Threads should relocate, the property could be deed restricted.

Recommendation: Approval to the Village Board. Deed restriction?

AGENDA ITEM 4 – Review of Standards – CUP 4915 Voges Road: Property owner Doug (Chuck) Jefson has requested a formal review of Standards listed in 13-1-66 of our Code. This request is new territory for Plan Commissioners, myself, as well as our Village Attorney. Upon conferring with Larry Bechler, he indicated a written letter must come from the Plan Commission, its contents to be discussed at your monthly meeting. As you review the Standards (in your packets), you may reconsider your February decision. I have roughed-out a letter as a starting point; of course, you can add or delete as you feel appropriate.

As an F.Y.I., we've had a number of developers express an interest in this parcel, along with the other two adjacent lots, all of which are for sale and comprise about 3 acres.

AGENDA ITEM 5 – Site/Design Brandt Park Shelter: We have yet to receive plans for this project. This agenda item was postponed at our February meeting. We may have to postpone again.

AGENDA ITEM 6 – Amendment to the Terminal & Triangle District Plan for Voges Road Properties: This item was discussed at the last CDA meeting. Authority members felt the Meinders/Triangle Sub-district was the best fit considering surrounding land uses, distance from Hwy 51 and comparing required increment values of the Beltline Oriented Commercial Sub-district vs. Meinders/Triangle Sub-district.

As requested at your February meeting, your packets contain design guidelines for both Sub-districts so comparisons can be made.

Recommendation: Recommendation to the Village Board to amend the Village of McFarland Terminal & Triangle District Plan to include those properties east of Hwy 51 identified in TID #3 Amendment #1 in the Meinders/Triangle/East Voges Road (revise name as well?) Sub-district.

MINUTES

Plan Commission Meeting
March 17, 2008

Members Present: Mike Harried, Kate Barrett, Dick Plotkin, John Obst, and Erik Thoresen.

Members Absent: Gordon Kensgaard.

Staff Present: Pauline Boness and Don Peterson.

Others Present: Jeff Jansen, Sperry Van Ness Realty; Alison Colby, Dane Co. Friends of Ferals; Kathleen Kane, Friends of Ferals; Eric Nielsen, McFarland Thistle; Clair Utter; Cherly Bradley; Jeremy Schwab; Chris and Alisa Wagner; Charles and Elsa Reeves; Eric Boucher, Patrick O'Leary; Don Schutt.

1. Plan Commission Chair Harried called the meeting of the Plan Commission to order at 7:04 p.m. in the Community Room of the McFarland Municipal Center.

2. Motion by Obst, second by Barrett, to approve the minutes from the February 18, 2008 Plan Commission meeting. Motion carried with Plotkin abstaining.

3. Chairman Harried opened a public hearing at 7:06 p.m. to hear public comment on Ordinance 2008-05 Rezoning 5979 Siggelkow Road to C-G General Commercial.

Jeremy Schwab, 5909 Juniper Ridge, read a petition signed by neighbors protesting the zoning change. Their objection was to the proposed parking lot and a zoning change which allows for commercial uses. Schwab explained the neighbors are supportive of Common Threads Family Resource Center, but worry about other commercial uses that would be allowed if Common Threads would relocate to another site. Neighbors also felt a deed restriction would serve as little protection against an undesirable commercial use. Their objections to a larger parking lot related to a future parking lot for the church to the east, across Holscher Road; the parking area for the water tower all of which can pose concerns about use during off hours.

Cherly Bradley, 5906 Juniper Ridge, indicated the proposed parking lot abuts her backyard and is concerned about screening and light spillage.

Charles Reeves, 5903 Juniper Ridge, inquired who the property owner was. Was the group a non-profit organization? What is the benefit to annexing the property?

Boness responded, Common Threads Family Resource Center was the owner. She assumed the group was non-profit but could not say for sure. The owners petitioned for annexation in order to receive public utilities necessary to operate the center. Other zoning classifications such as residential were considered; however, the Center would have to be considered a school which was undesirable to the owners.

Patrick O'Leary, 5908 Juniper Ridge, wondered if the existing building is a historical site.

Obst responded, the site was looked at from a historical perspective back when the Village was designating other buildings. At the time, the Village had no jurisdiction; as, the building was in the Town of Blooming Grove.

Don Schutt, 5910 Juniper Ridge, remarked the Thistle had done an article a few years back which reported the building had national landmark status. Also, he wondered about the feasibility of other commercial zoning districts which would be a better fit.

Boness read the descriptions of other commercial zoning classifications. Those in attendance felt these other districts weren't appropriate.

Peterson explained, water and sewer will come off the private mains serving the condominiums to the east. These mains stop ± 50 feet short of the Common Threads property. The mains will be converted to public ownership and extended to serve the site.

Boness informed Commissioners that architect Joel Powelka will possibly be revising the site plan. There is a chance the addition will be smaller.

Eric Boucher, 5912 Juniper Ridge, felt the rezoning to C-G would negatively reflect on his property values, and didn't think it made sense in a residential area.

Patrick O'Leary, 5908 Juniper Ridge, commented that his son is autistic and most clients attending the school depend on financial support from the County. That support is very fragile. In two years, funding may fall through closing the center and then we would have commercially zoned property.

Elsa Reeves, 5908 Juniper Ridge, wondered if neighbors were notified of the annexation and who finally acts upon a rezoning request.

Peterson responded, annexation petitions are submitted by property owners. Notices to neighbors are not required. Final action on rezoning petitions comes from the Village Board.

Elisa Wagner, 5910 Red Oak Trail, indicated she has experience in working with individuals having special needs and the facility should be considered a school.

Patrick O'Leary indicated he was aware that designation as a school would distract the organization's funding, so it must be a respite center.

Clair Utter, 3495 CTH MN, Town of Dunn, stated no access should be allowed from Siggelkow Road. The parking lot size is governed by Village regulations. Could the facility be considered a daycare?

Plotkin thanked the neighbors for coming and encouraged them to remain involved. He felt screening and light spillage relating to the future parking lot were important

concerns. Common Threads should talk to neighbors once they have a revised site / design plan.

Harried felt we should explore other zoning classifications and look at deed restrictions.

Thoresen felt we shouldn't start going down the road of deed restricting properties. Neighbors typically complain about multi-family / commercial zoning and declining property values. We can mitigate these problems.

Harried closed the public hearing at 8:10 p.m.

Motion by Plotkin, second by Barrett, to postpone action on Ordinance 2008-05 until a future meeting; whereby issues can be discussed with the owners. Motion carried.

4. Review of Standards for Denial of Conditional Use Permit-
Members went through standards listed in Section 13-1-66 of the Municipal Code relating to Conditional Use Permits.

Boness indicated she had drafted a letter identifying standards she felt were applicable. Members felt the draft was well done. Boness felt the best approach was to simply go down the list of standards and add, subtract and/or revise the rough draft as appropriate. She also indicated, Commissioners after reviewing all standards could reconsider their decision to deny the CUP.

13-1-66(a)	–	no changes to the draft.
13-1-66(b)	–	no applicable issues.
13-1-66(c)	–	no changes to the draft.
13-1-66(d)	–	Barrett indicated she felt the site had drainage issues; however, members decided not to include comments in their letter.
13-1-66(e)	–	no applicable issues.
13-1-66(f)	–	no changes to the draft.
13-1-66(g)	–	no applicable issues.
13-1-66(h)	–	no applicable issues.
13-1-66(i)(1-7)	–	no applicable issues.
13-1-66(i)(8)	–	Thoresen felt the request was not compatible to uses in the area and the long-range visions for the TIF. Boness was to add language to the letter.
13-1-66(i)(9)	–	no applicable issues.

Commissioners felt the Village Attorney should review the letter prior to Harried signing the document. Minor changes could be made without bringing back the letter to Commissioners.

Alison Colby, Director of Dane County Friends of Ferals, indicated she met with the Dane County Humane Society and funding of $20,000 is possible for 2008 from the MADDIE Fund, a national philanthropic organization encouraging communities for becoming no-kill. The monies could be used for exterior improvements such as landscaping and other improvements over the long-term. Monies would be available on April 1st.