

**LANDMARKS  
COMMISSION**

**Thursday, May 13, 2021**

**5:00 PM**

**McFarland Municipal Center**  
*Community Room*

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/88471226518>

Or by Telephone: +1 (312) 626-6799  
Webinar ID: 884 7122 6518

1. CALL TO ORDER
2. NEW MEMBER INTRODUCTIONS
3. PUBLIC APPEARANCES.
4. APPROVAL OF MINUTES.
  - a. Review and possible approval of the February 4, 2021 Landmarks Commission meeting minutes.
5. BUSINESS.
  - a. Discussion and possible action on a Certificate of Appropriateness Application submitted by Mark & Susan Heckel for an exterior fence at 5416 Main Street.
6. SCHEDULE NEXT MEETING DATE.
  - a. To be determined.
7. 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](mailto:cassandra.suettinger@mcfarland.wi.us).

## LANDMARKS COMMISSION

### Working Draft Minutes

February 4, 2021

**Members Present:** Ron Larson, Gordon Kinder, Stephanie Brassington, Virginia Nichols, Kathy Krusiec

**Members Absent:**

**Staff Present:** Andrew Bremer, Andrew Day, Karen Knoll

1. CALL TO ORDER

Brassington called the meeting to order at 3:00 p.m.

2. PUBLIC APPEARANCES

None.

3. APPROVAL OF MINUTES

Review and possible approval of the November 12, 2020 Landmarks Commission meeting minutes.

Motion by Kinder to approve the November 12, 2020 minutes, seconded by Larson.  
Motion carried 5-0.

4. BUSINESS

- a. Discussion of potential future additional historic designations of properties.

Bremer summarized the discussion from the prior meeting. They were not going back to look at properties which did not make the list previously, if a property did not meet criteria then, they likely would not now, but they may start looking at other properties not on the walking tour after creating an evaluation form.

Bremer reviewed with Commissioners the new evaluation form he created, as provided in packets. Similar to the previous form, each committee member would fill out their own individual form and then there would be an average score created. Bremer indicated the Municipal Code provides four criteria for designating historic sites and structures and these have been integrated into the evaluation form. Bremer compared the new proposed form to the previous one, and how it would relate to a property in an evaluation process.

Bremer reviewed the previous 1990 scoring and cut offs to make the designation list. He does not feel structures or sites need a minimum total score as any one criteria could score excellent and that could be the determining factor to make it a historic structure or site.

Commissioners discussed options for the form, that it would be up to Commissioners to make a scoring decision on a property, third party resources, what other communities or the historical society may have or use as a guide along with what information historical society may have about a property. Commissioners discussed with Larson how the process worked when originally completed. Larson explained it was done mainly based on their own judgments, before they scored the properties the committee went around town with and architectural historian from the Wisconsin Historical Society who gave them information on each property but he didn't have any type of a guide or materials showing, for example, "this is a perfect example of a specific type of style". They basically listened to him and then as a committee went out on their own and as they were looking at a property discussed it and its historical importance. The properties were reviewed and scored on the committees own judgements. Commissioners mainly concurred they did not feel they had the expertise to score properties. Bremer suggested adding to the form that the Commission may engage an outside professional in the scoring and designating of a property. The goal is more to formalize the process before considering a request to evaluate a property, or if the Commission decided to review any properties.

Bremer reviewed the list of properties he pulled from assessor records based on when a property was likely built in the 1920-1929 range; removing those that were already reviewed as part of the walking tour in 1990.

Bremer did a virtual tour with Commissioners of some of the properties that came up, not to rate, but to give an idea as to what properties were built within that timeframe. Commissioners discussed how you look at a property, how they have been remodeled and how once a designation is made it starts other ordinance provisions on a property. Bremer advised that is something to keep in mind, is the effect warranted. There is the possibility of a historical marker without historical designation. There are other ways of recognizing something without historical designation; you can mark an area of historical significance.

Bremer summarized he will look into resources available in scoring of properties if they should ever have to in the future.

## 5. SCHEDULING NEXT MEETING DATE

Tentatively April 1, 2021

## 6. ADJOURNMENT

Nichols moved to adjourn, Kinder seconded the motion. Motion carried meeting adjourned at 3:56 p.m.

  
VILLAGE OF  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Thursday, May 13, 2021

**SECTION:** Business

**DEPARTMENT:** Community Development

**CONTACT:** Andrew Bremer, Comm & Eco Dev Director

**AGENDA ITEM:** Discussion and possible action on a Certificate of Appropriateness Application submitted by Mark & Susan Heckel for an exterior fence at 5416 Main Street.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

Mark and Susan Heckel, 5416 Main Street, have submitted a building permit to construct a 4-foot high white picket fence in the side/front yard of their residence. The property is a locally designated historic structure under the Village's Zoning Code. Therefore, the Heckel's have submitted an application for a Certification of Appropriateness from the Landmarks Commission in order to construct the fence. The packet includes:

1. Certificate of Appropriateness Application
2. Building Permit Application
3. Photo of proposed picket fence
4. Street view photo of the house/area of the proposed fence
5. Aerial view photo of the property (including Director's notes on adjusted fence location)

The proposed fence would extend from the corner of the front porch south and then west to connect to the existing picket fence for the adjacent 5308 Olson Court property. The purpose of the request is to aid in keeping their dog from running into the sidewalk/road.

Per Sec. 62-395, upon receiving an application the Landmarks Commission shall determine whether or not:

- a. The proposed work would destroy, detrimentally change or adversely affect any existing exterior architectural feature of the improvement upon which said work is to be done; and
- b. The exterior of any proposed new improvement would fail to harmonize with the external appearance of other neighboring improvements on such site; or
- c. As to any property in a designated Historic District, construction, reconstruction or exterior alteration fails to conform to the objectives and design criteria of the historic preservation plan for said district as duly adopted by the Village Board.



In the Director's opinion, questions a and b are found in the negative, and question c is not applicable. The Director does note that the locational sketch provided in the building permit application appears to place a portion of the fence in the right-of-way. The proposed fence will need to be modified such that it is setback at least two feet from the front lot line per Sec. 8-369(b) of the Building Code.

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

5416 Main Street is identified as site #43 in the Historic McFarland A Walking Tour (Published by the McFarland Historical Society), which notes:

*"This large house was built for Freeman Eighmy. It is a fine example of Queen Anne architecture that is highlighted by the fish-scale siding on the exterior of the third floor. Eighmy was a prominent businessman in McFarland dating back to the late 1850's. The house remained in the Eighmy family until being sold to Willard McConnell in 1956."*

**ORDINANCE REFERENCE:**

Chapter 62, Article II, Division 6 - Historic Preservation  
Chapter 8, Article VII - Fences and Hedges

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

Recommend approval of the Certificate of Appropriateness for a 4-foot high white picket fence at 5416 Main Street as submitted, conditioned on meeting the standards for fences under Sec. 8-369 of the Village Building Code.

**ATTACHMENTS:**

1. 5416 Main Street COA 5.3.21
2. 5416 Main Street - fence permit application
3. 5416 Main Street Fence
4. 5416 Main Street Street View
5. 5416 Main Street Aerial View



approved Certificate of Appropriateness is not a building permit; a separate permit must be applied for with required fees paid, after approval of the Certificate of Appropriateness.

2) Who will be doing the proposed work in respect to this property?

Owner  Contactor If "Contractor" state name and contact information of the contractor (s):

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email: \_\_\_\_\_

3) Do you grant permission for the Landmarks Commission and staff, either individually or as a group, to enter onto the subject property for an exterior site inspection?

Yes  No


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

(3) Upon receiving an application, the Landmarks Commission shall determine whether or not:

- a. The proposed work would destroy, detrimentally change or adversely affect any existing exterior architectural feature of the improvement upon which said work is to be done; and
- b. The exterior of any proposed new improvement would fail to harmonize with the external appearance of other neighboring improvements on such site; or
- c. As to any property in a designated Historic District, construction, reconstruction or exterior alteration fails to conform to the objectives and design criteria of the historic preservation plan for said district as duly adopted by the Village Board.

The Landmarks Commission shall review the application within 45 days of the filing of a complete application. 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 of the decision of the Landmarks Commission is made.

I hereby swear that all of the above statements and the statements contained in any papers or plans submitted herewith are true to the best of my knowledge and belief.

  
\_\_\_\_\_  
Signature of Applicant (s)

5-2-21  
\_\_\_\_\_  
Date

Office Use Only	
Received By	K
Date Received	5-3-2021
Meeting Date	
Approved or denied on	

Village of McFarland  
Community Development Department  
5915 Milwaukee Street, P.O. Box 110  
McFarland, WI -53558-0110

**VILLAGE OF MCFARLAND  
PERMIT APPLICATION**  
(complete areas highlighted in yellow)  
(read and sign front and reverse)

Permit No. 21-187  
Parcel No. 0710-344-6472-8

**PERMIT REQUESTED**  Construction  HVAC  Electric  Plumbing  Erosion  Occupancy

Owner's Name Mark & Susan Heckel Mailing Address 5416 Main St Tel. 6082876647

Contractor's Name:  Con  Elec  HVAC  Plbg Lic/Cert# Exp. Mailing Address Tel. email

Contractor's Name:  Con  Elec  HVAC  Plbg Lic/Cert# Exp. Mailing Address Tel. email

Contractor's Name:  Con  Elec  HVAC  Plbg Lic/Cert# Exp. Mailing Address Tel. email

Contractor's Name:  Con  Elec  HVAC  Plbg Lic/Cert# Exp. Mailing Address Tel. email

**PROJECT LOCATION** Lot area Sq. ft. of Section , T N, R E (or) W

Building Address 5416 Main St Subdivision Name Lot No. Block No.

Zoning District(s) Set-backs: Front ft. Rear ft. Left ft. Right ft. **COMMERCIAL - Fire Protection System Work Permit App.** Date:  Orig to applicant  Copy to Fire Dept.

**Project Description\*:** fence (partial not ~~entire~~ entire yard)

<b>1. PROJECT</b> <input type="checkbox"/> New <input type="checkbox"/> Alteration <input type="checkbox"/> Addition <input type="checkbox"/> Occupancy <input type="checkbox"/> Change of Use <input type="checkbox"/> Repair <input type="checkbox"/> Raze * <input type="checkbox"/> Move	<b>3. OCCUPANCY</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Other:	<b>6. ELECTRICAL</b> Entrance Panel Amps: <input type="checkbox"/> Underground <input type="checkbox"/> Overhead <b>7. WALLS</b> <input type="checkbox"/> Wood frame <input type="checkbox"/> Steel <input type="checkbox"/> ICF <input type="checkbox"/> Timber/Pole <input type="checkbox"/> Other	<b>9. HVAC EQUIPMENT</b> <input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard/Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Fireplace or Other:	<b>12. ENERGY-SOURCE</b> Fuel Nat Gas LP Oil Elec. Solid Solar Space Htg Water Htg <input type="checkbox"/> Dwelling unit has 3 kilowatt or more electric space heating equip. Infiltration control option is <input type="checkbox"/> Sealing of all joints <input type="checkbox"/> Blower door test. <input type="checkbox"/> Exterior air infiltration barrier
<b>2. AREA INVOLVED</b> Unfin. Bsm't _____ sq ft Living Area _____ sq ft Deck _____ sq.ft. Garage _____ sq ft Porch/Balcony _____ sq.ft. TOTAL _____ sq ft	<b>4. CONST. TYPE</b> <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd. <input type="checkbox"/> UDC <input type="checkbox"/> HUD <b>5. STORIES</b> <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: <input type="checkbox"/> Plus Basement	<b>8. USE</b> <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other:	<b>10. SEWER</b> <input type="checkbox"/> Municipal <input type="checkbox"/> Septic Permit No.:	<b>13. HEAT LOSS (Calculated)</b> Envelope _____ BTU/HR Infiltration _____ BTU/HR
				<b>14. ESTIMATED COST OF PROJECT</b> \$ <u>100.00</u>

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

**APPLICANT'S SIGNATURE** Susan Heckel **DATE SIGNED** 4-25-21

<b>FEES:</b>	<b>APPROVAL CONDITIONS:</b>	The permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.	
Early Start		<u>Please abide by attached fence ordinance.</u>	
Building			
Electrical			
Plumbing			
HVAC			
MMSD	<b>ISSUING JURISDICTION:</b>	Village of McFarland	Municipality Number of Dwelling Location 13-154
Park Fund	<b>PERMIT(S) ISSUED</b>	<b>WIS PERMIT SEAL #</b>	<b>PERMIT ISSUED BY:</b>
Erosion Control	<input type="checkbox"/> Construction	(New UDC Homes Only)	Name <u>James Trebman</u>
Wis. Seal	<input type="checkbox"/> HVAC	<b>PAYMENT INFO</b>	Date <u>4-29-21</u>
Occupancy	<input type="checkbox"/> Electrical		Tel No. <u>608-838-3154</u>
Water Impact	<input type="checkbox"/> Plumbing		Cert. No. <u>138/45</u>
Library	<input type="checkbox"/> Erosion		
Other <u>fees</u>	Occupancy <input type="checkbox"/> New Bldg or <input type="checkbox"/> Change of Use		
<b>TOTAL: \$</b> <u>75.00</u>			

Copies to: Issuing Jurisdiction, State (fill out online application), Inspector, and Owner/Agent

## Zoning Information

Contact your local city, village or town office for municipal zoning information.

## District Information

Type	State Code	Description
REGULAR SCHOOL	3381	MCFARLAND SCHOOL DIST
TECHNICAL COLLEGE	0400	MADISON TECH COLLEGE
METRO SEWERAGE	5150	MADISON METRO SEWER DIST
OTHER DISTRICT	49MF	MCFARLAND FIRE

## Parcel Maps



what we will install to enclose side yard approx 75' + 3-4' high white picket



DCiMap

Google Map

Bing Map

neighbors have a picket fence I talked to them + asked if we could connect to theirs + they said yes. They have a picket fence + that's what we will do. We are just going to connect to the corner of our porch + run it to the corner + then connect the return to our neighbor's fence. So just that corner. It's mainly to just keep our dogs from running in the street + chasing people.

Questions call Susane 608 712 4862

I already called digger's hotline

Fence material  
proposed to be  
painted white after  
installation





