



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department
Committee, Agency, Corporation, Quasi-Municipal
Corporation, or Sub-unit thereof.

Meeting: PLAN COMMISSION
Members: Mielke (C), Lindman, Peckham, Gisselman, Bohlken, Zahrt, Brueggeman
Location: Common Council Chambers, 407 Grant Street.
Date/Time: Tuesday, December 20, 2016 at 5:00 p.m.

1. Approve the minutes of the November 15, 2016 meeting.
2. Discussion and possible action on adopting the 2016 City of Wausau Comprehensive Plan.
3. Discussion and possible action on designating the Highland Park District as a Class II Local Historic District.
4. Discuss zoning for city owned property and authorize public hearings for:
 - a. 503 Grand Avenue (currently zoned B3, General Commercial District; proposed zoning R3, Two Family Residence District)
 - b. 814 Grand Avenue (currently zoned R3, Two Family Residence District; proposed zoning B3, General Commercial District)
5. Next meeting date and future agenda items for consideration.

Adjourn

COMMITTEE CHAIRPERSON: MAYOR ROBERT B. MIELKE

Questions regarding this agenda may be directed to the City Planning Office @ (715) 261-6760.

This Notice was posted at City Hall and faxed to the *Wausau Daily Herald* newsroom on December 14, 2016 at 11:00 a.m.

It is possible that members of, and possibly a quorum of members of, other committees of the Common Council of the City of Wausau may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any such group(s) at the above-mentioned meeting other than the committee specifically referred to in this notice.

Distribution: *Wausau Daily Herald*, *City Pages*, Common Council, Department Heads, Plan Commission, Hebert, Lenz, DeSantis, Parks Dept., Schock, County Planning

Please note that upon reasonable notice efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For information or to request this service, please contact the City Clerk, 407 Grant Street, Wausau WI 54403, phone 715-261-6620.



Memorandum

From: Brad Lenz
To: Plan Commission
Date: December 14, 2016
Subject: Staff report for upcoming meeting

This memo summarizes the agenda items for the December 20th Plan Commission meeting. Additional staff comments and discussion will take place at the meeting itself. Attachments to this memo provide additional information for each item.

#1 – Minutes from the November meeting.

Previous meeting minutes should be reviewed. They will be placed on file if approved.

#2 – Comprehensive Plan

City staff has been working with North Central Wisconsin Regional Planning Commission (NCWRPC or Regional Planning) for over a year on the update to the city's comprehensive plan. Last month at Plan Commission, a draft was put together and presented to the commission that was based on the individual chapters previously reviewed by the commission. The current action being sought is for the Plan Commission to formally recommend adoption of the plan to the Common Council. The draft resolution is attached. A public hearing, as required by Wisconsin Statutes, is being scheduled for January 24th, prior to final action by the Common Council.

#3 – Highland Park Historic District.

The city's Historic Preservation Commission held a public hearing to consider creating a new historic district called the Highland Park Historic District. A map of the proposed district is included in the packet. The new district would be located adjacent to the existing East Hill Historic District. The city has a total of three (3) existing historic districts, all of them "Class II" districts. Class II essentially means that any recommendations by the Historic Preservation Commission to property owners within the district are advisory only. Upon creation of the district, home owners within the district would need to apply for a Certificate of Appropriateness for external renovations to their home that are visible from a city street and require a building permit.

The Historic Preservation Commission held a public informational meeting earlier this year in addition to the formal public hearing last month. Homeowners within the district

were notified of both meetings. At each meeting, several homeowners attended and asked questions, but none expressed formal opposition to the creation of the district. A representative from the Wisconsin Historical Society visited the area and reviewed the proposed boundaries of the district. The Historic Preservation Commission voted unanimously to approve creation of the district. Please see the attached meeting minutes.

Per Wausau Municipal Code 2.82.060(b)(2), the plan commission shall review the historic district recommendation of the historic preservation commission and make a recommendation to the common council based on the following factors:

- (A) Will the designation of the property as a historic district interfere with the orderly, coordinated, and harmonious development of the city;
- (B) Will the designation of the property as a historic district conflict with parts of the master plan, official map or redevelopment plans;
- (C) Will the designation of property as a historic district promote the general public health, safety and general welfare.

Staff recommends approval of the district based on the three factors above.

#4 – Proposed rezoning of two city-owned properties

From time-to-time, city staff initiates what they feel are improvements to the zoning map. Staff is proposing rezoning the following two properties, both of which are currently owned by the city of Wausau. Maps of both properties are attached for reference.

503 Grand Avenue – from B3 to R3

Explanation: This parcel was the former home of an automotive (i.e., oil-change) business. The City purchased the property a few years ago when the police department was looking to upgrade their parking lot and add indoor storage space. At the time of its purchase, this parcel was the only one left on the block that was not associated with the public safety facility. The former oil change shop was repurposed into vehicle and other storage for the police department. The current zoning of the property (B3) is essentially a remnant from the building's previous use. The other parcels on the public safety block are both zoned R3. Parcel lines may be redrawn or dissolved at some point in the future to reflect that the entire block is now essentially functioning as a single parcel under the control of the police and fire departments.

814 Grand Avenue – from R3 to B3

Explanation: A blighted house was removed from this small parcel several years ago. The city owns all of the parcels on this block, with only the corner lot at Thomas Street and Grand Avenue containing a building – Vino Latte presently rents this space. The individual parcels south of Vino Latte are not likely to be redeveloped individually, particularly the subject property which is currently zoned R3. At some point, these parcels may be combined to form a single parcel that is more marketable, or they may be needed for future for road reconstruction.

In either case, the future use of this individual property is highly unlikely to be residential, as it is a small, oddly-shaped parcel that is surrounded by commercial property and located near the intersection of two busy arterial streets. Staff feels the parcel should be rezoned B3 to match adjacent properties.

Zoning map amendments require public hearings, and staff is seeking authorization by Plan Commission to schedule the hearings for next month's meeting.

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, November 15, 2016, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Mielke, Gisselman, Bohlken, Peckham, Lindman, Zahrt, Brueggeman

Others Present: Lenz, Hebert, DeSantis, Chmiel, Wills, Solheim, Kilinski, Betzner, Neal, Rasmussen, Wagner, Lawrence

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Mayor Mielke called the meeting to order at approximately 5:00 p.m. noting that a quorum was present.

Approve the minutes of the October 18, 2016 meeting.

Bohlken motioned to approve the minutes of the October 18, 2016 meeting. Gisselman seconded, and the motion carried unanimously 7-0.

PUBLIC HEARING: Discussion and possible action on approving a conditional use request at 725 Woods Place to allow for the East Hangar Development Area, which will allow private individuals to lease airport property to build private hangars, in a R2, Single Family Residence District.

Lenz said that a description of the proposed conditional use is in the packet that was put together by the Airport Manager. This would be for a “blanket conditional use” as was done previously for the west airport hangar – a conditional use was approved for multiple hangars and each private hangar did not need to be approved by the commission. The airport will manage the financing, infrastructure and whatever else needs to happen for the development of the hangars – this approval is for the zoning and the standards are outlined in the packet. He said the main issue to look at is impact on the neighboring properties and the general public, but there doesn’t seem to be many in this case.

Mayor Mielke closed the public hearing.

Peckham motioned to approve the conditional use at 725 Woods Place to allow for the East Hangar Development Area, which will allow private individuals to lease airport property to build private hangars, in a R2, Single Family Residence District. Zahrt seconded, and the motion carried unanimously 7-0. This item will go to Common Council on December 13, 2016.

PUBLIC HEARING: Discussion and possible action on rezoning 1340 Cherry Street from R3, Two Family Residence District, to B2, Community Service District. (M.E. Employees Credit Union)

Hebert said that the credit union owns the property to the south of the existing credit union building. A rental license inspection was completed and there were some issues found with the house. The credit union had plans to expand and they determined they would go ahead with the expansion. Hebert said that at this point they would like to rezone the property to B2 and eventually build another credit union on that lot. The existing building would be razed and a parking lot would be created.

Tracie Wills, 111 East Randolph Street, said they do have plans to build a new credit union and want to keep it that of a residential nature. Wills said that they are a very small credit union and are a closed charter. Marathon Electric is the employer that the credit union supports and they are looking into possibly expanding the charter to include multiple employers, but not a community charter. Wills said that the building that they are currently out of is 42 years old and is need of a lot of improvements. The cost of the improvements is greater than the cost of a new building. The lot will be beautified. Wills said that at some time they would like to merge the tax keys and be reassessed.

Mayor Mielke closed the public hearing.

Lenz said that he received one call about the rezoning – they were just questioning what was happening and weren’t necessarily opposed. He said they were not present today and he didn’t receive anything in writing against the proposed rezoning. He said a fence would need to be built when the building is constructed to separate the commercial from the residential lots.

Gisselman motioned to rezone 1340 Cherry Street from R3, Two Family Residence District, to B2, Community Service District. Peckham seconded, and the motion carried unanimously 7-0. This item will go to Common Council on December 13, 2016.

PUBLIC HEARING: Discussion and possible action on approving the General Development Plan at 916/918/924/940 South 17th Avenue to allow for a physical therapy center, in a UDD, Unified Development District. (Thorsen)

Ben Solheim, 408 North 3rd Street, and Mike Kilinski, 5909 North 39th Avenue, introduced themselves. Solheim said that the current business name is Sport and Spine Therapy Specialists and they are outgrowing their current space. Solheim said that they have not found suitable places to purchase so they moved forward by contacting Urban Construction. The project has moved forward quite quickly. Solheim said that they are also going through a rebranding or renaming of Health and Motion. Solheim said that they are looking to develop a portion and leaving another portion of the property for future tenant spaces. There aren't any current suitors at this time. Solheim said that they are looking for the approval so the project can move forward.

Hebert said that the last 3 pages of the packet need to be removed. These pages were part of a concept that is no longer being considered. A cover letter, signage plan and additional elevations were handed out at the start of the meeting. The property is currently zoned UDD and was approved in 2009 for two 3,000 square foot buildings for retail space. The property went back to the bank because the sites were not improved. The public hearing is to amend the UDD. According to the site plan, there will be access off of Rosecrans Street and 17th Avenue. The building will be a metal framed building. Kilinski said that is correct and it will have EIFS and decorative block and metal roofing. Kilinski said that he has additional info that shows site drainage and an additional manhole on the property. These plans also show that there are existing curb cuts. The southernmost curb cut on 17th Avenue will be abandoned. The additional plans were passed out to the commission members.

Lenz said that when staff reviewed this earlier, there was some confusion over the different plans. Lenz asked if there are windows on the south elevation. Kilinski answered that two windows were added on the south elevation. Lenz asked how signs are going to be located on the property and said that it appears there is a mix of signs. Solheim said that the updated signage was just finished this afternoon and passed around a copy of the signage to the commission members. Lenz said that staff may want to take a look at this more closely and do some calculations. Hebert said that some signage was already submitted. Solheim said that there were some modifications made and there is a decrease in the amount of signage. There will be a monument sign out front, consistent to what is around the area. It will have the look and feel of the Thunder Lube sign across the street. The sign face will be 150" wide by 88" tall. The total height from the ground up will be 147". Lettering will be placed on the east, south and north faces of the building. The lettering on the east face will be slightly larger.

Lindman said that with other UDD's, the commission and Council wanted to see the finished product, including the landscaping and how the utilities will be brought in. He said the general plan seems alright, but it seems that a little bit of work needs to be done before the precise plans can be approved.

Bryan Betzner, 917 South 18th Avenue, said that he lives on the block and asked if any additional property will be acquired for the project. Kilinski answered that all the vacancies just south of Time Federal will be purchased. There is the potential of new businesses going in. Betzner asked if this includes the houses. Kilinski answered that it would only be the vacant lots on the west side of 17th Avenue.

Mayor Mielke closed the public hearing.

Peckham asked if the size of the sign would be 12' tall. Solheim answered that it would be roughly 12' tall. Peckham said that he wasn't sure how that compares to the other signs in the area, but said it seems quite large and asked if there is an acceptable range. Solheim said that it includes the base. Hebert said that the committee can make any recommendation since it's a UDD. From a zoning perspective, if it was a straight zoning district, they could exceed that height. Due to the street frontage, the overall signage could be great. Staff would recommend a monument sign and could compare it to what has been previously approved. Lenz added that the standard in the zoning code is 30' maximum for business

districts, but with UDD's there is control of the site and we have been stricter. Monument signs have been favored in this area. There are signs on 17th Avenue that have been approved, but staff does not have those exact figures readily available. Solheim said that with the sign proposed, they are also planning ahead for future tenants and they wanted to minimize costs later.

Peckham asked if there is a way to give approval so that construction can begin, but have them come back for landscaping and signage. Mayor Mielke said that items 4 and 5 on the agenda (general and precise) should be separated. The general development plan could be brought forward, but discussion may be needed for the precise implementation plan. It is up to the commission on how they want to proceed.

Gisselman asked how the height compares to the Thunder Lube sign. Hebert said that they do not have the exact numbers for that sign. The grade is a little higher for Thunder Lube, but this will be a flat site.

Brueggeman asked if there is a monument sign for Time Federal. Lenz said that they try to match those types as much as possible. Hebert said that an analysis could be done and could come back to the commission next month.

Brueggeman motioned to approve the General Development Plan at 916/918/924/940 South 17th Avenue to allow for a physical therapy center, in a UDD, Unified Development District. Zahrt seconded, and the motion carried unanimously 7-0. This item will go to Common Council on November 22, 2016.

Discussion and possible action on approving the Precise Implementation Plan at 916/918/924/940 South 17th Avenue to allow for a physical therapy center, in a UDD, Unified Development District.

Mayor Mielke said that he concurs with Peckham and said he would have liked a little bit more time to review it.

Gisselman asked the petitioners what the timeline is. Solheim said that they would like to get going as soon as possible, as they are running out of decent weather. Solheim said that they would like to start at the end of November. Solheim said that a permit is applied for to start through the state. Solheim said that they will follow up with the state approved plans and landscaping plans. Mayor Mielke asked if the foundation will be started this fall. Solheim said that they would like to get the foundation in during December, construct the building in January, and do the landscaping and signage in the spring.

Peckham said that the majority of the project could be approved so they could go to next week's council meeting. Lenz said that normally it would go to the first council meeting in December. Peckham said that leaves them in a bind. Lenz said that if the commission would like, it could be sent to council next week. He said the precise plan needs to be approved before a building permit is issued. Staff could approve the signage and landscaping, as has been done in the past. Peckham said that he would be comfortable with approving this and sending it to council next week. The signage and landscaping plans can be approved at a later date.

Brueggeman said that he is in favor of moving it on to council next week and is in favor of staff reviewing and approving the landscaping, utility and signage plans, so that it is consistent with the other businesses in the area.

Brueggeman motioned to approve the Precise Implementation Plan at 916/918/924/940 South 17th Avenue to allow for a physical therapy center, in a UDD, Unified Development District and allow staff to approve the landscaping, utility and signage plans. Bohlken seconded.

Lindman said that previous developments have been sent to Council but have been brought back to the commission because they were not full plans. Lindman asked if the Council members on this commission are comfortable bringing this one forward to Council. Peckham asked if this plan has been kicked back. Lindman said that other UDD plans have been sent back, where parts of the plans were not included. He said Common Council has been pretty clear that they want a full set of precise plans. Gisselman said that the only thing that bothers him is the sign and he would like to know a little bit more about it. Lenz and Hebert agreed that the signs could be brought back to the commission. Gisselman said he agrees to move on with that plan.

The motion carried unanimously 7-0. This item will go to the Common Council on November 22, 2016.

Discussion and possible action on review of subdivision plat for Royal Ridge Estates and Royal View Estates.

Lenz said that these are two proposed subdivisions in the Town of Rib Mountain. The city has extraterritorial review outside the corporate boundaries within 3 miles of the border. These are about 2 miles away from nearest point of the city. They are on the south side of Rib Mountain and there is quite a bit of separation. He said if it would be adjacent to the city or just outside, the city may want to look at subdivisions in case of storm water runoff, streets, utilities or other infrastructure. These subdivisions do not appear to have any impact on the city. Staff recommends approval.

Peckham motioned to approve the subdivision plat for Royal Ridge Estates and Royal View Estates. Zahrt seconded, and the motion carried unanimously 7-0. This item will go to Common Council on December 13, 2016.

Discussion and possible action on petition to vacate excess right-of-way at the northeast corner of Prospect Avenue and Single Avenue.

Lindman said that this will be the area for a proposed tot lot and is currently excess right-of-way. Rather than build in the public right-of-way, it is proposed to vacate the right-of-way.

Gisselman motioned to approve the petition to vacate excess right-of-way at the northeast corner of Prospect Avenue and Single Avenue. Brueggeman seconded, and the motion carried unanimously 7-0. This item will go to Common Council on December 13, 2016.

Discussion and possible action on petition for annexation – Kainz, 1509 Sell Street (080-2908-193-0994, Town of Wausau).

Lindman said that this previously went to CISM and now this commission needs to review it. They would like to connect to city water and sewer. Staff recommends approval of the annexation.

Gisselman motioned to approve the petition for annexation – Kainz, 1509 Sell Street (080-2908-193-0994, Town of Wausau). Brueggeman seconded, and the motion carried unanimously 7-0. This item will go to Common Council on November 22, 2016.

Next meeting date and future agenda items for consideration.

The next meeting is scheduled for Tuesday, December 20, 2016.

Presentation on City of Wausau Comprehensive Plan.

Lenz introduced the comprehensive plan. The chapters have been brought to the Plan Commission and the entire plan is now available. A joint meeting with the Economic Development Commission is being held due the economic development chapter being a substantial chapter in the plan.

Dennis Lawrence, Regional Planning, said that the current plan was adopted in 2006. The plan provides a guide to the city and identifies issues and strategies. It is also required by the law to be updated every ten years. Lawrence went over the various ways the data was collected. There are 11 chapters in the current plan and 2 additional chapters in the drafted plan. The additional chapters pertain to downtown and cultural resources. Lawrence showed key aspects of the plan to committees.

Presentation of Wayfinding Plan.

Lenz said that a new plan was recently received. The process goes back to the ABC competition in which the city received grant money for the plans. The wayfinding master plan gets into the details on where signage will be placed and construction specs. The downtown area was identified as the main activity

center. The design of the signs was chosen from online voting and voting done in the lobby. There are different types of signs if you are coming off the freeway, for pedestrians, or looking for a particular destination. Two pedestrian kiosks will be reused. Some parts of the signs are dictated by DOT standards. In total, there are 60 signs in the downtown and Stewart Ave corridor. The preliminary cost estimate is right on target with what was budgeted.

Peckham asked if the information panels on the signs are something the city staff can replace or if they will have to be commercially procured. Lenz said that from here, some internal discussions need to take place and this is one of the items that needs to be discussed. The cost estimate includes installation and taking down some existing signs. The Department of Public Works will need to be contacted to determine what can be done to save costs. New poles are normally the most expensive aspect of signs.

Neal said that from a branding and consistency perspective, things need to be tied together. There are some proposed district names in the document, but there is still the generic reference to riverfront. The River Life brand has been thought of, but it has not been discussed how it will be strategically used. Neal said that he is thinking of signage, mapping and self-promotion. Some of the signage may go against the plan but it all should line up together. Lenz said that the consultants were pretty clear that a wayfinding system is different than branding efforts. Wayfinding should last 30, 40, 50 years where branding may change more often, even though there is identity created with wayfinding signs. Neal said that we would be at cross purposes to use two different items and said that he will strongly campaign to weave this into all materials, signage, mapping and messaging.

Rasmussen said that she agrees with Neal in a number of ways. The Economic Development Committee has talked about creating a sense of place and there is a place where these two items can meet. Wayfinding is all about getting visitors to the area. The current blue sign system does not help. We should move forward and can integrate neighborhood identity names into this format, without using individual logos. Rasmussen said that as long as the names and titles match, it would be good.

Adjournment

Zahrt motioned to adjourn, seconded by Gisselman. Motion carried unanimously 7-0 and the meeting adjourned at 6:02 p.m.

The Plan Commission is next scheduled to meet at 5:00 p.m. on December 20, 2016.

RESOLUTION OF THE PLAN COMMISSION

Adopting the City of Wausau Comprehensive Plan 2016.

Committee Action:

Fiscal Impact: None.

File Number:

Date Introduced:

January 24, 2017

WHEREAS, section 66.10001(4), Wisconsin Statutes establishes the required procedure for a local government to adopt a comprehensive plan, and section 66.1001(2) identifies required elements of a comprehensive plan; and

WHEREAS, the City of Wausau Plan Commission has the authority to recommend that the Common Council adopt a “comprehensive plan” under section 66.1001(4)(b); and

WHEREAS, the City, through the North Central Wisconsin Regional Planning Commission, has prepared the attached document entitled City of Wausau Comprehensive Plan 2016, containing all maps and other descriptive materials, to be the comprehensive plan for the City under section 66.1001, Wisconsin Statutes; now therefore

BE IT RESOLVED; that the Plan Commission of the City of Wausau hereby adopts the attached Comprehensive Plan as the City’s comprehensive plan under section 66.1001(4), Wisconsin Statutes; and

BE IT FURTHER RESOLVED, that the City Clerk certifies a copy of the attached Comprehensive Plan to the Common Council; and

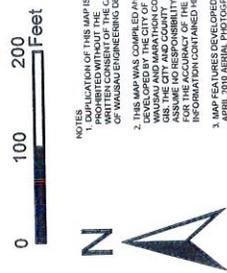
BE IT FURTHER RESOLVED that the Plan Commission hereby recommends that, following a public hearing, the Common Council adopt an ordinance to constitute official approval of the City of Wausau Comprehensive Plan as the City’s comprehensive plan under section 66.1001, Wisconsin Statutes.

Approved:

Robert B. Mielke, Mayor

Highland Park Historic District

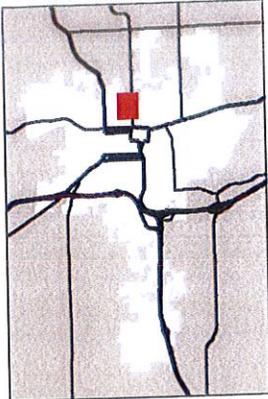
-  National Register Historic Places
-  Proposed Historic District Expansion
-  Easthill Residential Historic District
-  1938 Year in which house was built (Source: CAMA)



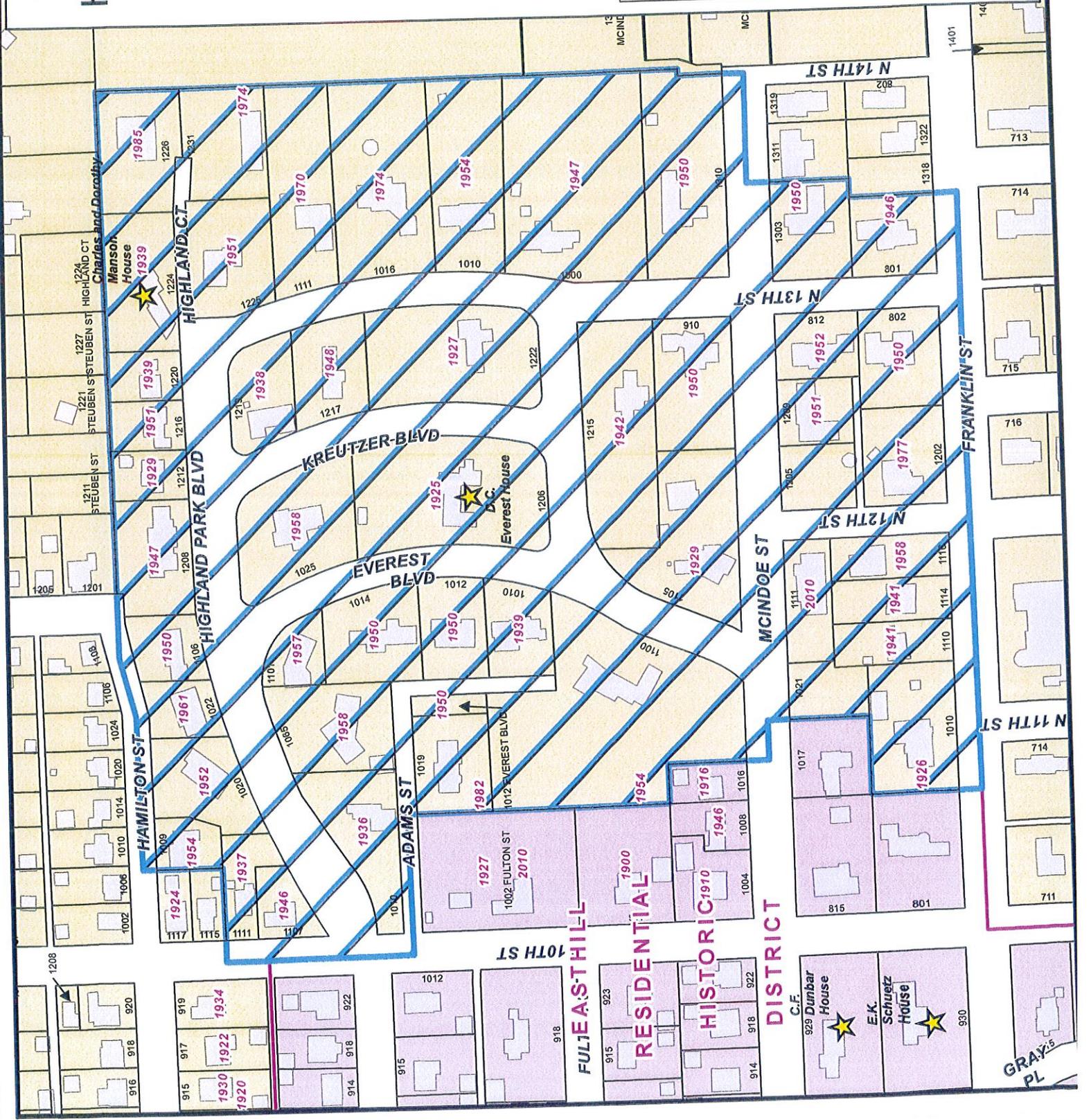
NOTES:
 1. REPLICATION OF THIS MAP IS PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE CITY OF WAUSAU ENGINEERING DEPT.
 2. THIS MAP WAS COMPILED AND DEVELOPED BY MARK CHAMBERS GIS, THE CITY AND COUNTY OF WAUSAU. THE CITY AND COUNTY OF WAUSAU ASSUMES NO LIABILITY FOR THE ACCURACY OF THE INFORMATION CONTAINED HEREIN.
 3. MAP FEATURES DEVELOPED FROM APRIL 2010 AERIAL PHOTOGRAPHY.

Date: 08/31/2016

Designation of Local Historic Landmarks and Districts in Wausau Under Chapter 2.82 of the Wausau Municipal Code.
 Designation of NRHP features obtained by the National Park Service.



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HISTORIC PRESERVATION COMMISSION

Time and Date: Wednesday, June 29, 2016, at 4:00 p.m. in the Birch Room of Wausau City Hall
Members Present: Gisselman (C), Grimm, Tryczak, Crooks, Oberbeck, Gidlund (arrived at 4:15 p.m.)
Others Present: Lenz, Schock

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Chairperson Gisselman called the meeting to order at approximately 4:05 p.m. stating that a quorum was present.

Discussion and possible action on the results of the Highland Park Historic District informational meeting.

Gisselman handed out the proposed map of the district and some pictures that were used at the meeting. The meeting went well. There were about 20 neighbors and were pretty supportive. There were no objections to the district. A public hearing could be held in August. Grimm said that the meeting was favorable and Crooks added that nobody spoke against it. There were some that were in favor, some just listened and some had questions.

Lenz said the Frank Lloyd house has been designated. The boundaries were discussed at the meeting. The southeast corner of the district was built late 1970' and prior and is why some were left out.

Crooks motioned to approve a public hearing for August 31, 2016 at 6:00 p.m. and that 1009 Hamilton Street, 1111 North 10th Street, 1115 North 10th Street and 1117 North 10th Street should be removed from the district.

Grimm said that 1115 was completely renovated. Tryczak seconded the motion.

Lenz said that research wasn't done in the northwest area of the district. The commission discussed 1111 North 10th Street.

Crooks amended his motion to approve the public hearing for August 31, 2016 at 6:00 p.m. and that 1115 North 10th Street, 1117 North 10th Street and 1009 Hamilton Street be removed from the district. Tryczak accepted the change and seconded. The motion carried unanimously 6-0.

HISTORIC PRESERVATION COMMISSION

Time and Date: Wednesday, September 28, 2016, at 4:00 p.m. in the Birch Room of Wausau City Hall
Members Present: Gisselman (C), Tryczak, Crooks, Oberbeck, Forer
Others Present: Lenz

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Chairperson Gisselman called the meeting to order at approximately 4:00 p.m. stating that a quorum was present.

Discussion and possible action on the Highland Park District map and rescheduling the public hearing.

Gisselman said that a map was created and a public hearing was held. He said a rep from the State of Wisconsin Historic Society was in Wausau and took a lengthy drive around the neighborhood. She was thinking of the potential of including the district on the national register. As with the Andrew Warren Historic District and Easthill Residential Historic District, the commission agreed that the local and national boundaries should match – it is easier in the long run. The map boundaries were redrawn slightly after the State's visit. The new map was passed out at the beginning of the meeting.

Lenz said that the only change to the map is at the northwest corner. He said there was some debate on other changes, but it mostly stayed as it was. He said the thought was to make the district as cohesive as possible, with many homes built around 1950.

Lenz said the informational meeting had already been held at the historical society, but the public hearing was postponed after the State's visit. Gisselman said that the new map would need to be accepted by the commission and a new public hearing date would need to be set. The commission discussed dates.

Tryczak motioned to accept the changes to the map and to set a public hearing for November 30 at 6:00 p.m. Crooks seconded.

Gisselman said that the State had good thoughts about the area and the potential to register the neighborhood.

The motion carried unanimously 5-0.

HISTORIC PRESERVATION COMMISSION

Time and Date: Wednesday, November 30, 2016, at 6:00 p.m. in the Council Chambers of Wausau City Hall
Members Present: Gisselman (C), Tryczak, Crooks, Oberbeck, Forer, Grimm
Others Present: Lenz, Prehn, Wilder, Johnson, Ujarmeli

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Chairperson Gisselman called the meeting to order at approximately 6:00 p.m. stating that a quorum was present.

PUBLIC HEARING: Discussion and possible action on designated the Highland Park District as a Class II Local Historic District.

Gisselman introduced the members of the commission and explained the purpose of the public hearing. An informational meeting was held earlier this year. A public hearing had been scheduled earlier this fall, but was canceled after meeting with the State Historical Society so the map could be slightly changed. Lenz presented the updated map. He said the first map included two properties on the northwest corner of the map but this updated map does not include them. Gisselman read portions of the Wausau Municipal code pertaining to local historic districts.

Linda Prehn, 1105 Highland Park Boulevard, said that she may have missed the meeting that explains what this does and asked what the designation would mean. Gisselman said that there would be the prestige of having a home in the historic district. He said a Certificate of Appropriateness will need to be obtained for alterations. The Certificate of Appropriateness issued by the commission will be advisory only. A meeting of the Historic Preservation Commission will be held to approve the Certificate of Appropriateness. Prehn asked if that would be this commission and Gisselman confirmed. Prehn asked if the Easthill Residential Historic District is a Class II Local Historic District and Gisselman confirmed this. Prehn asked how many certificates are issued every year. Gisselman said that they are advisory only and during the meeting, the project is discussed and the commission has not said no to anything in a long time. The owners are usually sensitive to the historic nature of their properties. Prehn asked if a certificate would be needed whenever a building permit is needed. Gisselman said that is correct, for exterior renovations that are visible from the street. Gisselman said that he believed that there were about 2 Certificates of Appropriateness from 2016. Prehn asked what happens if the owners do not want to follow what the commission says. Gisselman said it is advisory and they can go forward.

Mickey Wilder, 1231 Highland Court, asked if this would affect parking on the street in any way and said that there will be walking paths to attract people to the area. Gisselman said that this would only affect the structure and does not affect any walking paths. Lenz added that the commission may look to put up signs, similar to those in the other districts. Gisselman said that the Andrew Warrens Historic District and Easthill Residential Historic District are both on the national register, and they may look at getting this district on the national register. Gisselman said that if this moves forward tonight, it would need to be reviewed by the Plan Commission and Common Council.

Scott Johnson, 1014 Everest Boulevard, asked if there would ever be a possibility of the commission sending them a letter indicating that something needs to be done. Johnson said they have a child with cerebral palsy in a wheelchair and there are certain alterations that they need to make to their home, in order to make it accessible. Johnson said that he would not like to see something happen to where he is told that this particular ramp is not allowed in an historic district. Lenz said that historical review operates somewhat outside of regular zoning ordinances, but zoning is flexible for accessibility issues. He does not see this commission interfering with it either. Lenz also said that the recommendations are advisory only, so accessibility may take precedent for some home owners. Johnson said that it would be

advisory today and asked if would always be only advisory or if there is a time down the road where it may change. Gisselman said that he is not sure how future commission would feel, but said he is very comfortable right now with how the ordinances read and how the other historic districts are functioning. Gisselman said that he does not see that, from his perspective, but it may change ten years down the road. He said, however, in order to have a change like that, a public hearing would need to be held and approvals from the various commissions would need to be given, just like when establishing a new district.

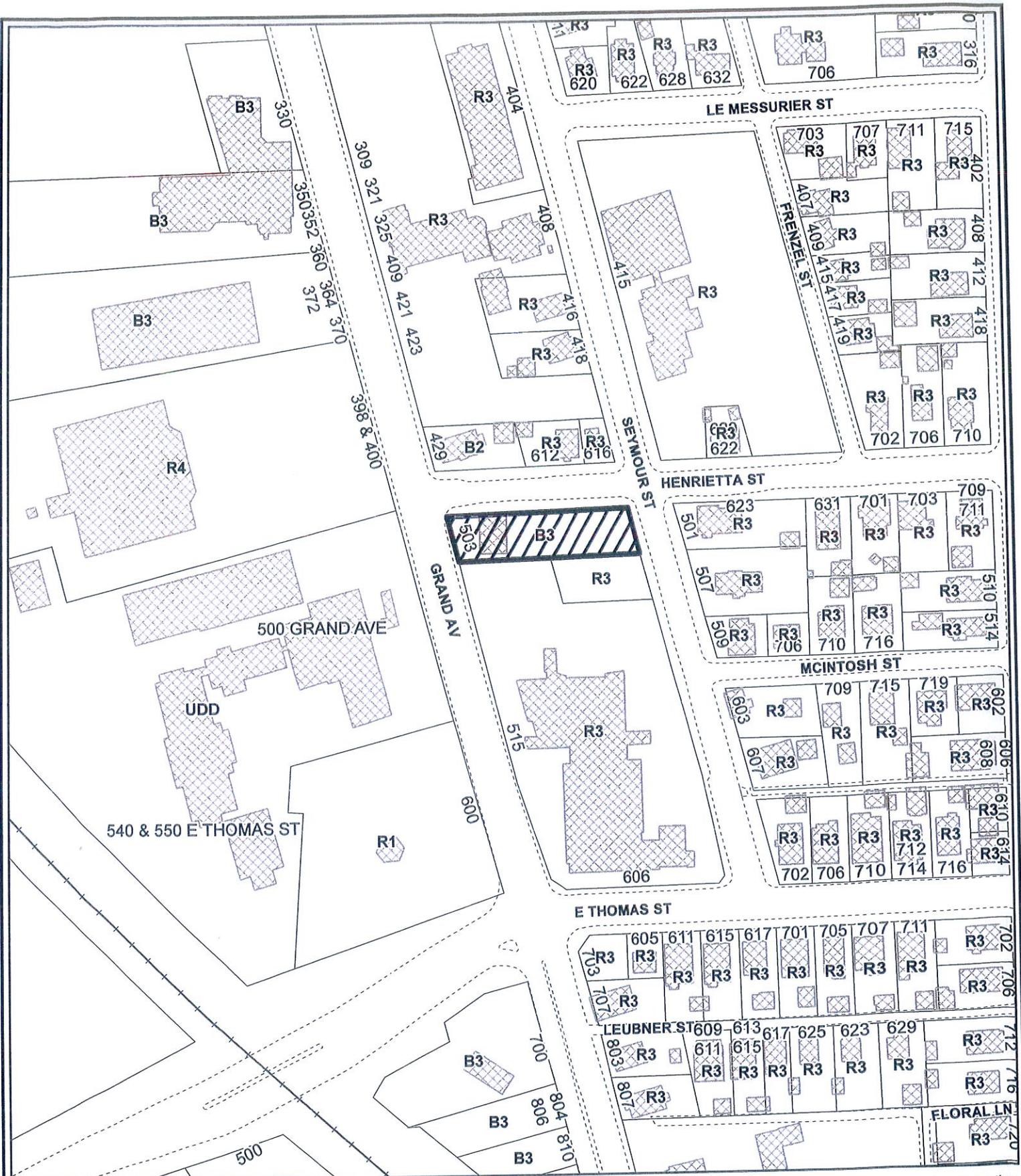
Gizo Ujarmeli, 920 Hamilton Street, said that he lives right on the edge of the district, but would not be part of the district. Gisselman said that is correct. Ujarmeli said that he is a realtor in town and works with many historic buildings and asked how this will affect this particular area of the city. Ujarmeli asked what types of limitations will be created. Gisselman said that if a homeowner would like to do something to the exterior of the property that requires a building permit, a Certificate of Appropriateness from this commission would need to be acquired. It is purely advisory. Ujarmeli asked how much of a difference will there be from the Highland Park Historic District and the Andrew Warrens Historic District. Gisselman said that they will be exactly the same.

Gisselman closed the public hearing.

Oberbeck said the advisory portion is often helpful to the homeowners. It is another set of eyes on the project. It has been advantageous for the homeowners in the existing districts.

Crooks said that the ordinance has been in place since the 1990's. After the ordinance was created, the Downtown Historic District was created. Class II Historic Districts are advisory only. A Class I Historic District would give the commission the authority to absolutely deny a project. There aren't any Class I Historic Districts in the city and there haven't been any attempts to create one. There are three Class II Historic Districts and they receive a maximum of about four applications per year. The process is triggered when a building permit is applied for. Crooks said that he has been on the commission a long time and cannot remember denying anyone the certificate, which would be advisory only.

Grimm motioned to designate the Highland Park District as a Class II Local Historic District. Tryczak seconded, and the motion carried unanimously 6-0. This item will go to the Plan Commission on December 20 and Common Council on January 10.



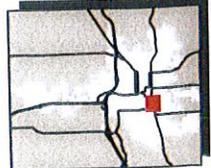
Map Date: December 14, 2016

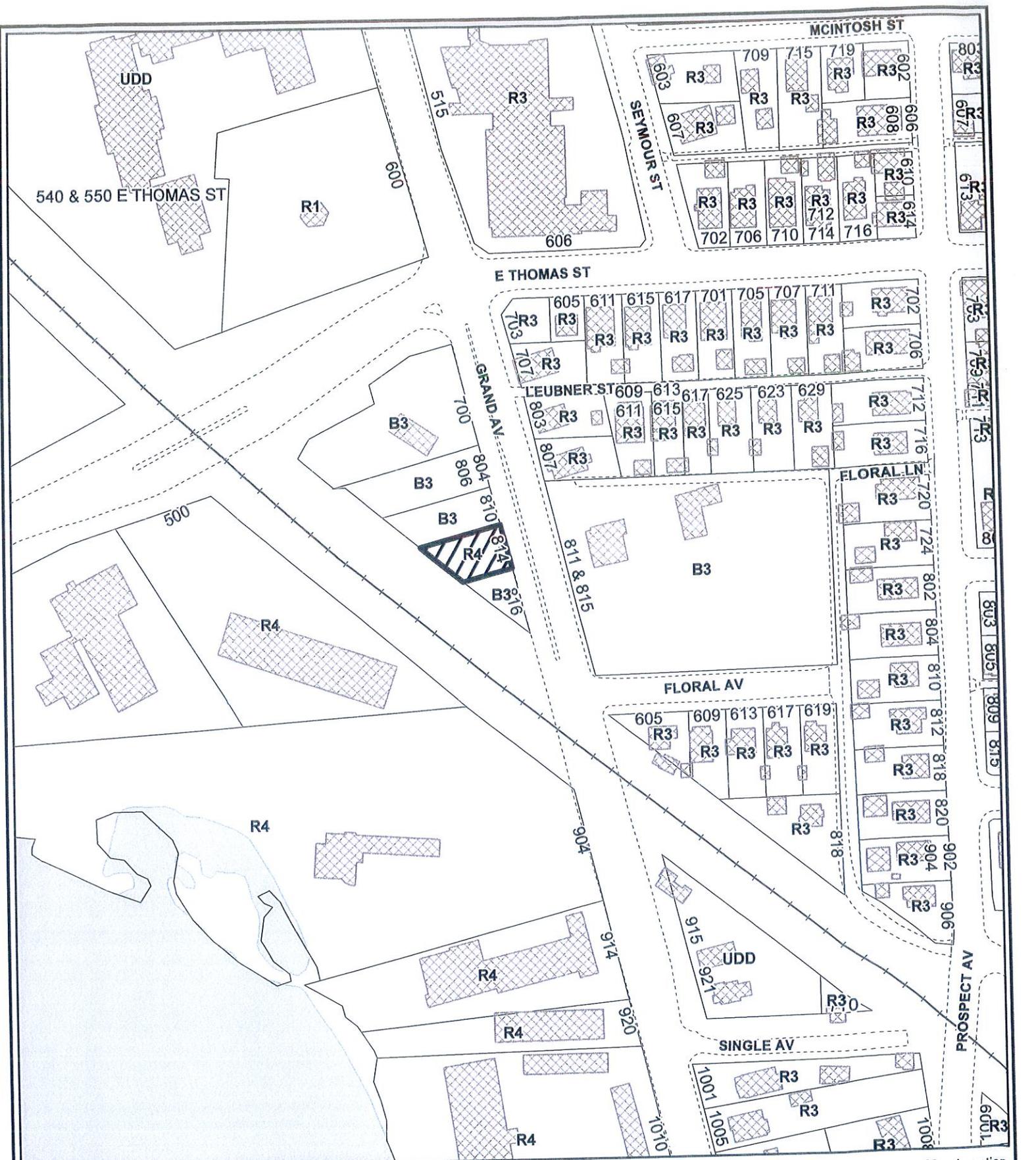
City of Wausau
Marathon County Wisconsin



- Area of Interest
- Building

Map Location





Map Date: December 14, 2016

City of Wausau
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-  Area of Interest
-  Building

Map Location

