

Agenda
City of Monona Landmarks Commission
Monona Public Library – Municipal Room
1000 Nichols Road, Monona, WI
Wednesday October 12, 2016
4:30 p.m.

1. Call to Order
2. Roll Call
3. Approval of Minutes of August 17, 2016
4. Appearances
5. Unfinished Business
 - A. Commissioner Updates on Additions to the Wisconsin Historical Society Architectural Survey Database and WVMO Radio Recordings.
6. New Business
 - A. Review of Draft Report from Architectural Historian Charles Quagliana Regarding Restoration Options for the Springhaven Pagoda.
 - B. Review of Draft Form for Landmark Site/Building Nomination.
 - C. Review of Current Historic Conservation Ordinance.
 - D. Commission Recommendations for New Members (2 Vacant Positions)
 - E. Discussion of Items for Future Agenda.
7. Upcoming meetings – November 16, 2016
8. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. Agenda Posted 10/11/2016 on the City Hall, Library, and Community Center bulletin boards and on the City of Monona's website, mymonona.com.

Minutes
Landmarks Commission Meeting
August 17, 2016
4:30pm

Chair O'Connor called the meeting of the Monona Landmarks Commission to order at 4:30pm.

Present: Chair Mary O'Connor, Mr. Rick Bernstein, Ms. Rebecca Holmquist, Mr. Matt Aro
Excused: Ms. Branda Weix
Also present: City Planner & Economic Development Director Sonja Reichertz

Approval of Minutes

A motion by Mr. Bernstein, seconded by Ms. Holmquist, to approve the minutes of July 20, 2016 carried without corrections.

Unfinished Business

A. Commissioner Updates on Additions to the Wisconsin Historical Society Architectural Survey Database and WVMO Radio Recordings.

Mr. Bernstein added an item to the WHS Database for a Lustron home at 208 Starry Ave. There was discussion regarding other existing Lustron homes that could be added to the database including at 404 Lamboley and 5112 Tonyawatha. Commissioners should send any new information or photos that they want added to the online database to Chad at the WHS. Ms. Holmquist noted that the property at 1001 Femrite, listed on the database, was the former location of the home of Edna Taylor. It is now the 7th Day Adventist Church.

All previously assigned short radio readings have been recorded with WVMO except for Mr. Aro's on Effigy Mounds. The Commission discussed interviewing Jan Marshall Fox of the Bungalowen Landmark property. Commissioners were encouraged to schedule this and any additional recordings on their own. It was noted that the Bungalowen owners are considering nominating their property for the national register. Mr. Bernstein noted that he would volunteer on behalf of the Commission to help the owners with the nomination process. The Commission could then organize a celebration with a plaque dedication (perhaps for Preservation month). The Commission also discussed advertising the sale of the Landmarks book on the radio and in the city's newsletter.

B. Consideration of Action to Hire Preservation Architect Regarding Springhaven Pagoda Condition Assessment and Identification of Treatment Alternatives.

The Commission discussed the total Landmarks Commission budget of \$4,500. The Commission discussed the proposal from Charles Quagliana for historic preservation architectural services that totaled \$3,400. The scope of work includes a condition assessment, evaluation of treatment options, and preparation of a final report. There was consensus that hiring an expert was needed in order to have a comprehensive understanding of treatment options and costs. This information is critical for future evaluation by the Council of whether to allocate future capital funds to a restoration project. The Commission agreed to have Mr. Quagliana remove the following line from page 2 of the proposal: "Analysis of concrete, if needed, would be an additional cost. Likely direct invoiced to the City of Monona." It was determined that a lab analysis of concrete will not be done and the contractor will instead rely on traditional historic concrete mixes.

Reichertz noted that Public Works will be able to use their mini excavator around the base of the pagoda. The Commission requested to be notified so they may be on site during the excavation.

Mr. Bernstein also asked if Mr. Quagliana could separate out the cost for the film that needs to be applied to the columns. Does the film have to be applied before winter? Can Public Works apply the film? Also, we need to replace the tarp on the pagoda before winter.

A motion was made by Ms. Holmquist, seconded by Mr. Bernstein, to approve the scope of work from Charles Quagliana with removal of the line regarding additional cost for analysis of concrete.

The motion carried unanimously.

C. Discussion of Potential Archaeological History Projects.

Reichertz noted that she would work with Attorney Cole for a memo on preservation covenants.

New Business

A. Discussion of Forms and Process for Landmark Site/Building Nomination.

Mr. Aro and Ms. Holmquist explained their desire to have a more formal landmark nomination form. They explained various reasons for having a form including (1) allows the public to complete a form to nominate a landmark for Commission review, (2) provides a consistent framework for nominating all future landmarks and each form would request the same information and require justification for nomination of the landmark, (3) allow for better record keeping as to why landmarks were nominated over time, and (4) serve as a useful tool for communicating to the Council as landmarks are nominated in the future.

Ms. Holmquist said she would like to see more categories on the form so you could choose site, structure, or building, and that these should be defined. We could also define if something on a site is contributing or non-contributing to the historic nature of the site.

Mr. Aro said he likes the preparation guide on the Madison example and he would like to see Monona use something similar.

Reichertz will research if Fitchburg uses a specific nomination form or process.

There was discussion of incorporating the nomination process into an ordinance revision.

B. Discussion of Items for Future Agenda.

The next meeting will be October 12th. We will discuss updates on the Pagoda project and a draft nomination form.

Upcoming Meetings

The regularly scheduled meeting for September 21, 2016 is cancelled. The next meeting will be held on October 12, 2016 at 4:30pm at the Library, not the regularly scheduled time on October 19, 2016.

Adjournment

A motion by Mr. Bernstein, seconded by Ms. Holmquist to adjourn was carried. (5:45 pm)

Respectfully submitted by: Sonja Reichertz, City Planner

Charles J. Quagliana, AIA
Preservation Architect
5641 Willoughby Road
Mazomanie, WI 53560

DRAFT REPORT
for
Springhaven Pagoda

October 7, 2016

Introduction

The primary focus of the report is to document the condition of the Springhaven Pagoda and components, and then develop strategies for its Preservation.

The observations and recommendations presented in this report are based upon the limited condition assessments conducted on September 19th, 2016 by Kurt Straus, PE, Structural Engineer, and on September 20th, 2016 by Preservation Architect Charles Quagliana. The purpose of the limited condition survey was to assess and document the physical condition of the pagoda. Architectural and structural elements were examined to identify their type and determine their condition. Excavation was done along the lake side of the pagoda and along the downhill side of the adjacent stone wall to partially expose the foundations. This work was accomplished by a City of Monona crew.



Springhaven Pagoda, September 20, 2016

The pagoda is located in Stone Bridge Park along Winnequah Road. This property is within a natural ravine sloping down from the road to Lake Monona. The property, with an outstanding view of central Madison, was part of the late 1880's holdings of Judge E. W. Keyes . The pagoda is constructed over a natural spring.

Historical Association

The original purpose of the pagoda was likely to protect the spring from fallen leaves and other debris. Additionally, the structure serves a decorative purpose to honor the namesake of the Keyes property called Springhaven. Therefore, the heritage value of the pagoda lies in its association with Judge Keyes. Architecturally the pagoda is significant as an extant example of early Wisconsin pioneer hand-made architecture created with a high level of craftsmanship as evident in the details, such as the chamfered column bases and the complex roof form. Simple and efficient in the use of materials, this concrete structure is a good remaining example of rural pioneer architecture and traditional craftsmanship.

Character Defining Elements

The primary character-defining elements of the Springhaven Pagoda are the concrete construction, the simple form, frugal use of materials and the location on the shore of Lake Monona with the excellent view of downtown Madison.



View of the Pagoda, September 20, 2016.

Preservation Objectives

- Provide a stable and structurally sound structure.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property should be preserved and retained to the greatest extent possible.
- Deteriorated historic features should be repaired rather than replaced. All proposed work shall conform to the Secretary of the Interiors Standards.

Condition Assessment

The foundation of the pagoda is composed of uncoursed, squared rubble stone, mortared together and set in a circle to support the concrete structure above. This foundation rests upon a base of rounded rocks. The foundation is approximately 24 inches tall and 12 inches wide.

Presently the top of the foundation is even with the adjacent grade but historic images and excavation along the foundation indicate that original ground level was approximately 16 inches below the top of the foundation. Evidence indicates there may have been a stone walkway at this level around the perimeter of the pagoda.



Image of excavation on September 19, 2016 exposing foundation of Pagoda. Note depth of exposed foundation wall.

Given the shallow depth of the foundations, not extending below frost level, more movement and displacement of the foundation was expected. It is theorized that the constant temperature of the spring water in the spring basin helps prevent the ground around the pagoda from freezing, thereby minimizing the potential for any heaving and displacement. The foundations are in good condition and performing adequately.

Sketch of foundation (to be inserted)

The stucco or parging covering the upper areas of the foundation wall and the interior of the spring basin is in poor condition. This coating provides a smooth and clean surface for the interior of the spring basin and a smooth surface for the top and sides of the foundation wall exposed to view. This surface is missing in many areas, loose in other locations and is at the end of its useful life. This parging will need to be completely replaced.

The bottom of the spring basin is lined with smooth stones placed about 8 inches below the water surface. This layer of stone simply needs to be cleaned of debris and any missing stone replaced.



Image of spring basin within Pagoda. Note proximity of stone wall beyond.

Given the approximate date of construction of the pagoda sometime in the mid to late 1800's, the concrete is likely composed of locally sourced materials, including slaked lime, lake sand and coarse aggregate. There is likely no Portland cement content.

The amount of reinforcing is not known but evidence of the use of lengths of barbed wire and various bolts is observed in the deteriorated edges of the roof structure. It is assumed that the columns have no reinforcing but are pinned to the foundation and beam above in some manner.

The concrete columns and beams are in good condition. The elements are structurally sound, straight and plumb and performing the intended purpose. The concrete in the 8 inch square columns, with chamfered corners, have few cosmetic imperfections. There is some erosion of the surface on the exposed sides but these columns need no repair. The 6-inch-deep concrete ring beam atop the columns also needs no repair. It appears that the horizontal beam and the upright columns were poured separately. The beams and columns retain a high degree of utility and life expectancy. Although discussed, an application of a Siloxane coating to the concrete surfaces, to resist moisture penetration, is not needed or recommended at this time.



Image of concrete column, beam and roof juncture, September 201, 2016.

The roof of the pagoda is in overall poor condition. More than 90% of the cantilevered overhang is missing or significantly deteriorated or damaged. This cantilevered portion is less than 3 inches in thickness but over 12 inches wide, therefore very vulnerable to breakage at the edges.

The central portion of the roof, directly over the spring, is in fair condition.

Although it is structurally sound and performing its intended purpose, there is some deterioration and pitting of the upper surface. The level of porosity of the roof concrete is high and water easily penetrates the surface causing the imbedded steel (barbed wire and bolts) to rust. As these elements rust they expand resulting in cracks and spalling of the concrete edges and surfaces. Also note that the crown finial is missing.

Another source of roof damage is by vandalism. It is apparent that vandals can easily gain access to the roof from the hill to the east and south. Vandals standing and jumping on the roof have likely contributed to the roof edge damage and failure of the concrete cantilever.



Image of concrete roof, September 20, 2016.



Image of roof edge, September 20, 2016.

Note exposed barbed wire segment within concrete and relatively thin section of the roof edge as compared to the beam depth.

The stone wall to the south of the pagoda is characterized by two distinct types of stone construction. The lowest, and probably original portion of the wall, is composed stone and mortar. The stone is coursed stone similar to that found in the pagoda foundation. Above this wall and set back 6 inches is a loose laid dry stack wall composed of squared limestone. Some of these stones may have been salvaged from an original walkway around the base of the pagoda.



Image of adjacent stone wall, September 20, 2016

The stone wall may have been longer, extending to the east, but may have been impacted by the installation of the Madison Metropolitan Sewerage District sanitary sewer when it was installed parallel to Lake Monona. This sewer runs north to south approximately fifteen feet east of the pagoda.

Treatment Options

Three Options

Do nothing, (in the short term).

Given the present physical condition of the pagoda it is possible to defer preservation activities for some time. This is the least costly alternative in short term, however, left unprotected the condition of the pagoda will worsen and rate of deterioration will increase. Left unattended or appearing derelict, the pagoda is also vulnerable to vandals. If preservation treatments must be deferred for some time, measures should be taken to protect the pagoda from vandalism, such as installation of a plywood enclosure/cover.

Restoration in place.

Given the uniqueness of the structure and how little it has been altered, restoration is a reasonable option. Materials and features would be retained and preserved. Deteriorated features, such as the roof, would be repaired rather than replaced. Missing features, such as the finial, would be replicated. This approach would involve careful in situ repairs and conservation of the concrete roof, repairing the roof edges by means of doweling on roof extensions composed of similar compatible materials and perhaps adding a minimal drip edge to the underside of the new concrete.

This option would require highly qualified and experienced conservators of concrete structures, specialized equipment and ideal weather conditions. This option would likely be the costliest in terms of first cost and likely require frequent monitoring of the stability of the repairs.

Documentation of existing conditions, treatments and final outcomes should be provided by the conservator team.

Consider lowering the grade adjacent to the pagoda to recreate conditions similar to those original, perhaps with a stone walkway surrounding the basin.

Assuming the location of the existing sanitary sewer permits it, the adjacent stone wall should be relocated and expanded. The goal is to move the wall back far enough from the roof edge to

minimize the opportunity for vandals to climb up on the roof. A new gracefully curved stone wall would also provide a more aesthetic backdrop for the refurbished pagoda.

Rehabilitation in place.

This alternative would remove the roof and replace it with a new look-alike precast concrete unit. This approach would first include documenting the existing roof with a laser scan or making a mold of it. The next step would be bracing and protection of the columns then removal of the roof from the concrete beams by saw cutting at the juncture of the beam and roof. A new precast concrete roof would be made at a specialty precast fabricator after samples and shop drawings were approved. The new roof would be designed for greater strength and stability to resist vandalism and Wisconsin weather.

The new precast roof would be shipped to the site and installed by crane. The new roof would be pinned to the existing concrete beams with stainless steel pins and epoxy. Documentation of existing conditions, new precast and final outcomes should be provided by the contractor.

This alternative is assumed to be a moderate cost option and would likely require the least amount of construction time.

Consider lowering the grade adjacent to the pagoda to recreate conditions similar to those original, perhaps with a stone walkway surrounding the basin.

Assuming the location of the existing sanitary sewer permits it, the adjacent stone wall would be relocated and expanded. The goal is to move the wall back far enough from the roof edge to minimize the opportunity for vandals to climb up on the roof. A new gracefully curved stone wall would also provide a more aesthetic backdrop for the refurbished pagoda.

Planning

The proposed preservation repair of the pagoda will require a substantial investment of capital, resources and time on the part of the City of Monona, supporters and stakeholders. The investment is motivated by their desire to preserve this unique property and honor the legacy of the Springhaven property.

One of the basic axioms of preservation work is that good planning leads to successful projects. The most influential factors affecting the ultimate outcome of a project often exist at the early stages of planning. Taking adequate time to plan, to cultivate support and to build consensus with stakeholders paves the way for successful fund-raising, preservation, public outreach and business operations.

This document, part of the initial project planning, recognizes and capitalizes on the opportunity to establish a project framework for the preservation of the pagoda in a logical and sequential manner. Accomplishment of this preservation and repair project is envisioned as a comprehensive effort of distinct but continuous activities.

The ideal implementation strategy is dependent upon several key issues:

- Availability and timing of the funding.
- The pace at which the City of Monona and stakeholders are able to reach consensus on proposed preservation treatments, repairs and related costs.
- Agreed-upon sequence of construction and phasing.

Least Intervention Practical

In recognition of the historic and architectural significance of these buildings and the desire to preserve and use them for historical interpretation, the best course of action will be Preservation. Preservation focuses on applying measures necessary to sustain the existing form, integrity, and materials of an historic property. Repair will be an integrated activity.

End draft report/ October 7, 2016



CITY OF MONONA

LANDMARKS NOMINATION FORM

Landmarks Commission, 5211 Schluter Road Monona, WI 53716

Contact: City Planner at 608-222-2525

To be prepared at a future date.

Resource Type: Landmark* Historic District*

*Please refer to the Landmark or Historic District [Nomination Form Preparation Guide](#)

Identification of Historic Resource	
Common Name:	
Historic Name:	
Current Use:	
Street Address:	
Parcel Number(s):	
Legal Description:	

Applicant Information	
Name and Title:	
Organization Represented:	
Address:	
Phone Number:	
Email Address:	

As the preparer of this document, I am signing below to signify that I believe this document is complete and contains true and accurate information.

Signature

Print Name

Date

Ordinance No. 1-16-673
Monona Common Council

**AN ORDINANCE AMENDING SECTION 13-1-64 OF THE CODE OF ORDINANCES
CONCERNING HISTORIC CONSERVATION**

WHEREAS, section 13-1-64 of the Code of Ordinances requires the Plan Commission to make certain determinations whenever an application for a zoning or occupancy permit involves a landmark.

WHEREAS, the Landmark Commission is responsible for designating landmarks in the City and possesses expertise which would be of assistance to the Plan Commission in making the determinations required by section 13-1-64.

WHEREAS, the Common Council desires to specify criteria for the designation of landmarks; to provide nonbinding input by the Landmarks Commission to the Plan Commission to assist it in making the determinations required by section 13-1-64; and to additionally require such review when building and demolition permit applications involve landmarks.

NOW, THEREFORE, the Common Council of the City of Monona, Dane County, Wisconsin, do ordain as follows:

SECTION 1. Section 13-1-64 of the Code of Ordinances is hereby amended to read as follows:

Sec. 13-1-64 Historic Conservation.

- (a) **Purpose and Intent.** The protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value are in the public interest. The purpose of historic conservation is to:
- (1) Protect, enhance and perpetuate improvements and districts which represent or reflect elements of the city's cultural, social, economic, political and architectural history;
 - (2) Safeguard the city's historic and cultural heritage, as embodied and reflected in such landmarks and historic districts;
 - (3) Stabilize and improve property values;
 - (4) Foster civic pride in the beauty and noble accomplishments of the past;
 - (5) Protect and enhance the city's attractions to residents, tourist and visitors, and serve as a support and stimulus to business and industry;
 - (6) Strengthen the economy of the city; and
 - (7) Promote the use of historic districts and landmarks for the education, pleasure and welfare of the people of the city.
- (b) **Definitions**
- (1) **Landmark.** Any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation, and which has been designated as a landmark pursuant to the provisions of this Chapter.
 - (2) **Landmark Site.** Any parcel of land of historic significance due to a substantial value in tracing the history of aboriginal people, or upon which an historic event has occurred, and which has been designated as a landmark site under this Chapter, or a parcel, or part thereof, on which is situated a landmark.
- (c) **Landmarks and Landmark Sites Designation Criteria.** The Landmarks Commission may designate as a landmark or landmark site any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historical, architectural or cultural significance to the city, such as historic structures or sites which:
- (1) Exemplify or reflect the broad cultural, political, economic or social history of the nation, state or community; or

- (2) Are identified with historic personages or with important events in national, state or local history; or
 - (3) Embody distinguishing characteristics or an architectural type specimen inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship; or
 - (4) Are representative of the notable work of a master builder, designer, or architect whose individual genius influenced his or her age; or
 - (5) Represent a unique natural resource or cultural asset to the community that should be preserved.
- (d) **Reports and Recommendations.** The Landmarks Commission shall report to the Common Council any new landmarks and landmark sites it designates and shall recommend procedures for acquisition or preservation of such landmarks and sites.
- (e) **Determination of Effect on Proposed Use or Improvement.** If an application for a zoning, building or demolition permit under this Code involves a landmark or landmark site designated as such by the Landmarks Commission, the Plan Commission shall determine:
- (1) Whether the proposed work would detrimentally change, destroy, or adversely affect any architectural feature of the landmark; and
 - (2) In the case of a new construction, whether the exterior or such construction would be in harmony with the external appearance of other landmarks on the site; and
 - (3) Whether the proposal would significantly alter or destroy the historic characteristics of the landmark or the landmark site.
- (f) **Action on Permit Application.** The permit application shall be first referred to the Landmarks Commission for consideration. The Landmarks Commission shall issue an advisory report to the Plan Commission as to the matters referred to in subsection (e). The Plan Commission shall make a determination as to those matters, after consideration of the Landmarks Commission report, and forward the application with its determination to the appropriate body for action in accordance with section 13-1-182 (Zoning Permits in Single-Family and Two-Family Residence District), 13-1-183 (Zoning Permits in all other Districts), 15-1-23 (Building Permits), and 15-1-83 (Demolition Permits). Notwithstanding the previous sentence, upon the recommendation of the Landmarks Commission, and after consideration of the purpose and intent of this section, if the Plan Commission deems it appropriate, it shall refer the application to the Common Council for consideration of acquisition or preservation of the landmark or landmark site.

SECTION 2. This ordinance shall take effect upon passage and publication as provided by law.

Adopted this 19th day of January, 2016.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN


Robert E. Miller
Mayor

ATTEST: Joan Andrusz
Joan Andrusz
City Clerk

Requested By: Landmarks Commission – 10/19/15
Drafted By: William S. Cole, City Attorney – 11/6/15
Approved As To Form By: William S. Cole, City Attorney – 11/6/15

Council Action:
Date Introduced: 1-4-16
Date Approved: 1-19-16
Date Disapproved: _____

REDLINE SUMMARY OF AMENDMENTS TO EXISTING SECTIONS

Sec. 13-1-64 Historic Conservation.

- (a) **Purpose and Intent.** The protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value are in the public interest. The purpose of historic conservation is to:
- (1) Protect, enhance and perpetuate improvements and districts which represent or reflect elements of the city's cultural, social, economic, political and architectural history;
 - (2) Safeguard the city's historic and cultural heritage, as embodied and reflected in such landmarks and historic districts;
 - (3) Stabilize and improve property values;
 - (4) Foster civic pride in the beauty and noble accomplishments of the past;
 - (5) Protect and enhance the city's attractions to residents, tourist and visitors, and serve as a support and stimulus to business and industry;
 - (6) Strengthen the economy of the city; and
 - (7) Promote the use of historic districts and landmarks for the education, pleasure and welfare of the people of the city.
- (b) **Definitions**
- (1) **Landmark.** Any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation, and which has been designated as a landmark pursuant to the provisions of this Chapter.
 - (2) **Landmark Site.** Any parcel of land of historic significance due to a substantial value in tracing the history of aboriginal people, or upon which an historic event has occurred, and which has been designated as a landmark site under this Chapter, or a parcel, or part thereof, on which is situated a landmark.
- (c) **Landmarks and Landmark Sites Designation Criteria.** The Landmarks Commission may designate as a landmark or landmark site any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historical, architectural or cultural significance to the city, such as historic structures or sites which:
- (1) Exemplify or reflect the broad cultural, political, economic or social history of the nation, state or community; or
 - (2) Are identified with historic personages or with important events in national, state or local history;
or
 - (3) Embody distinguishing characteristics or an architectural type specimen inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship; or
 - (4) Are representative of the notable work of a master builder, designer, or architect whose individual genius influenced his or her age; or
 - (5) Represent a unique natural resource or cultural asset to the community that should be preserved.
- (d) **Reports and Recommendations.** The Landmarks Commission shall report to the Common Council any new landmarks and landmark sites it designates and shall recommend procedures for acquisition or preservation of such landmarks and sites.
- (a)(e) **Determination of Effect on Proposed Use or Improvement.** If an application for a zoning, building or occupancy/demolition permit under this Code involves a landmark or landmark site designated as such by the Landmarks Board, within thirty (30) days, Commission, the Plan Commission shall determine:
- (1) Whether the proposed work would detrimentally change, destroy, or adversely affect any architectural feature of the landmark; and
 - (2) In the case of a new construction, whether the exterior or such construction would be in harmony with the external appearance of other landmarks on the site or nearby; and
 - (3) Whether the proposal would significantly alter or destroy the historic characteristics of the landmark or the landmark site.
- (b)(f) **Action of Determination - If on Permit Application.** The permit application shall be first referred to the Landmarks Commission for consideration. The Landmarks Commission shall issue an advisory report to the Plan Commission as to the matters referred to in subsection (e). The Plan

Commission shall make a determination as to those matters, after consideration of Subsection (a), the Landmarks Commission report, and forward the application with its determination to the appropriate body for action in accordance with section 13-1-182 (Zoning Permits in Single-Family and Two-Family Residence District), 13-1-183 (Zoning Permits in all other Districts), 15-1-23 (Building Permits), and 15-1-83 (Demolition Permits). Notwithstanding the previous sentence, upon the recommendation of the Landmarks Commission, and after consideration of the purpose and intent of this section, if the Plan Commission deems it appropriate, it shall refer the application to the Common Council to determine, within thirty (30) days, action for consideration of acquisition or preservation of such landmarks the landmark or sites landmark site.

Sec. 13-1-64 Historic Conservation.

- (a) **Purpose and Intent.** The protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value are in the public interest. The purpose of historic conservation is to:
- (1) Protect, enhance and perpetuate improvements and districts which represent or reflect elements of the city's cultural, social, economic, political and architectural history;
 - (2) Safeguard the city's historic and cultural heritage, as embodied and reflected in such landmarks and historic districts;
 - (3) Stabilize and improve property values;
 - (4) Foster civic pride in the beauty and noble accomplishments of the past;
 - (5) Protect and enhance the city's attractions to residents, tourist and visitors, and serve as a support and stimulus to business and industry;
 - (6) Strengthen the economy of the city; and
 - (7) Promote the use of historic districts and landmarks for the education, pleasure and welfare of the people of the city.
- (b) **Definitions**
- (1) **Landmark.** Any improvement which has a special character or special historic interest or value as part of the development, heritage or cultural characteristics of the city, state or nation, and which has been designated as a landmark pursuant to the provisions of this Chapter.
 - (2) **Landmark Site.** Any parcel of land of historic significance due to a substantial value in tracing the history of aboriginal people, or upon which an historic event has occurred, and which has been designated as a landmark site under this Chapter, or a parcel, or part thereof, on which is situated a landmark.
- (c) Designation. The Common Council, after considering the recommendation of the Landmarks Commission under sub. (g) below, may designate a landmark according to this section.
- (d) **Landmarks and Landmark Sites Designation Criteria.** The Landmarks Commission may designate as a landmark or landmark site any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historical, architectural or cultural significance to the city, such as historic structures or sites which:
- (1) Exemplify or reflect the broad cultural, political, economic or social history of the nation, state or community; or
 - (2) ~~Are identified with historic personages~~Is associated with the lives of important persons or with important events in national, state or local history; or
 - (3) ~~Embody distinguishing characteristics or an architectural type specimen~~Embodies the distinguishing characteristics of an architectural type inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship; or
 - (4) Are representative of the notable work of a master builder, designer, or architect ~~whose individual genius influenced his or her age; or~~
 - (5) ~~Represent a unique natural resource or cultural asset to the community that should be preserved.~~It has important archaeological or anthropological significance.
- ~~(e) **Reports and Recommendations.** The Landmarks Commission shall report to the Common Council any new landmarks and landmark sites it designates and shall recommend procedures for acquisition or preservation of such landmarks and sites.~~
- (e) Nomination. Any person may nominate a site, improvement, or site with improvements for designation as a landmark. The person shall submit the nomination to the City Planning Division, to the attention of the City Planner, on a nomination form approved by the Landmarks Commission. The nomination shall clearly identify the proposed landmark, landmark site, and document why it qualifies under sub. (2). The City Planner may ask the person to submit additional information and documentation as needed to complete or clarify the nomination. When the City Planner determines

that the nomination is complete, the City Planner shall refer the nomination to the Landmarks Commission.

- (f) **Landmarks Commission Review and Public Hearing.** Whenever the Landmarks Commission receives a complete, accurate nomination under sub. (3), the Commission shall review the nomination. As part of its review, the Commission shall publish a Class 2 public hearing notice and hold a public hearing on the nomination. The Commission may also conduct its own investigation of the facts, as it deems necessary.
- (g) **Landmarks Action.** After the Landmarks Commission holds a public hearing and completes its review under sub. (f), the Commission shall report to the Common Council a recommendation supporting or opposing the proposed landmark designation. The Commission shall send notice of the recommendation to each owner of record on each lot on which the proposed landmark is located, and to each owner of record of each lot located within two hundred (200) feet of any lot on which the site or structure is located, at least 10 days before any meeting at which the Common Council may act on the Commission's recommendation.
- (h) **Common Council Action.** After considering the Landmark Commission's report recommendation under sub. (g), and based on the standards under sub. (d), the Common Council shall vote to designate or decline to designate the property as a landmark. The City Clerk shall promptly notify the Building Inspector and the City Assessor of each landmark designation. The City Clerk shall record the designation with the Dane County Register of Deeds at the City's expense.
- (i) **Voluntary Supplemental Restrictions.** The Common Council may at any time supplement the terms of a landmark designation, pursuant to an agreement between the landmark owner and the Landmarks Commission, to enhance the preservation and protection of the landmark.
- (j) **Recognition of Landmarks.** Whenever the Common Council designates a landmark under sub. (h), the Landmarks Commission shall affix a plaque identifying the property as a landmark to the landmark or landmark site. The plaque shall be placed so that it is easily visible to passing pedestrians. In the case of a landmark structure, the plaque shall include the accepted name of the landmark, the date of its construction, and other information that the Landmarks Commission considers appropriate. In the case of a landmark that is not a structure, the plaque shall include the common name of the landmark and other information that the Commission considers appropriate. If the Commission determines that because the landmark is ecologically or culturally sensitive a plaque would be inappropriate, no plaque is required. No person may remove or modify a plaque without approval of the City Planner.
- (k) **Amending a Landmark Designation.** Any person may petition the Landmarks Commission to amend a Landmark Designation. The process for amending landmark shall be the same as for designating a landmark under subsections c-h above.
- (~~e~~)^(l) **Determination of Effect on Proposed Use or Improvement.** If an application for a zoning, building or demolition permit under this Code involves a landmark or landmark site designated as such by the Landmarks Commission, the Plan Commission shall determine:
- (1) Whether the proposed work would detrimentally change, destroy, or adversely affect any architectural feature of the landmark; and
 - (2) In the case of a new construction, whether the exterior or such construction would be in harmony with the external appearance of other landmarks on the site or nearby; and
 - (3) Whether the proposal would significantly alter or destroy the historic characteristics of the landmark or the landmark site.
- (~~e~~)^(m) **Action on Permit Application.** The permit application shall be first referred to the Landmarks Commission for consideration. The Landmarks Commission shall issue an advisory report to the Plan Commission as to the matters referred to in subsection (e). The Plan Commission shall make a determination as to those matters, after consideration of the Landmarks Commission report, and forward the application with its determination to the appropriate body for action in accordance with section 13-1-182 (Zoning Permits in Single-Family and Two-Family Residence District), 13-1-183 (Zoning Permits in all other Districts), 15-1-23 (Building Permits), and 15-1-83 (Demolition Permits).

Notwithstanding the previous sentence, upon the recommendation of the Landmarks Commission, and after consideration of the purpose and intent of this section, if the Plan Commission deems it appropriate, it shall refer the application to the Common Council for consideration of acquisition or preservation of the landmark or landmark site.