



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved LANDMARKS COMMISSION

Monday, April 18, 2016

4:45 PM

215 Martin Luther King, Jr. Blvd.
Room LL110 (Madison Municipal Building)

CALL TO ORDER / ROLL CALL

Present: 6 - Marsha A. Rummel; David W.J. McLean; Stuart Levitan; Lon Hill; Anna Andrzejewski and Christina Slattery

Excused: 1 - Erica Fox Gehrig

APPROVAL OF April 4, 2016 MINUTES

A motion was made by Slattery, seconded by Andrzejewski, to Approve the April 4, 2016 Minutes. The motion passed by voice vote.

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

Slattery explained that her husband serves on a Board with the owner of the building proposed for demolition, but that this relationship will not affect her ability to serve as a Commissioner.

NEW BUSINESS

1. [42485](#) Review of Madison Brass Works National Register Nomination

The Commission briefly discussed the Madison Brass Works nomination and requested that staff prepare a typical letter to the Historical Society explaining that the Commission reviewed the documents, has no comments and is thrilled that the property is being nominated.

A motion was made by Slattery, seconded by McLean, to request that staff prepare the letter. The motion passed by a voice vote.
2. [41826](#) Review of Landmarks Commission Nomination Forms as required by Ordinance

Staff explained that revisions had not yet been made to the documents so there was nothing new to discuss at this time.

3. [42252](#) Review of Historic Preservation Plan Scope of Services

Bill Fruhling, Principal Planner, Planning Division, was in attendance to aid in the discussion of the Historic Preservation Plan (HPP) Request for Proposals Scope of Services. The Commission and staff had a discussion about the Scope of Services document that included comments as follows:

- The current preservation program is regulatory and the HPP would elevate the program beyond the regulatory aspects.
- The HPP would provide the community with the big picture and the implementation would define the specific tools.
- The preservation program priorities should be listed in order of priority.
- The phased approach in the staff report is an example method to address the priorities, but there are many other ways the priorities can be addressed. Phasing methods should be left to the consultant to propose.
- Historic contexts are not a priority for the work to revise the historic district sections of the ordinance.
- Generally, the Commission believes the revisions to the ordinance related to the architectural standards for each historic district are the priority of the HPP. The order of the parts of the Scope of Services should be changed so that the ordinance revisions for the historic districts is Part A.
- Revisit the number of hours for the meetings that the consultant must attend.
- Local trend assessment task could be eliminated from the scope of services.
- Digital and paper survey information should be specified as required deliverables.
- Consultants will respond to the language of the RFP and there will be many questions that will need to be answered.
- The consultants are being asked to propose a work plan that will be negotiated with staff.
- Change the funding amount to “up to \$200,000”.

Staff explained that the Scope of Services would be introduced at Council and referred back to Landmarks for final review before returning to Council for action.

A motion was made by Andrzejewski, seconded by McLean, to approve the Scope of Services with revisions discussed and to have the item introduced at Council. The motion passed by a voice vote.

REGULAR BUSINESS

4. [07804](#) Secretary's Report

Staff explained the upcoming Commission appointments.

5. [41270](#) Buildings Proposed for Demolition - 2016

The Commission briefly discussed the building proposed for demolition. The discussion resulted in the following motion:

A motion was made by McLean, seconded by Slattery, to report to the Plan Commission that the Landmarks Commission finds that the building (cottage) located at 4341 Mineral Point Road has historic value related to the vernacular context of Madison's built environment, but the building itself is not historically, architecturally or culturally significant. The motion passed by a voice vote.

ADJOURNMENT

A motion was made by Andrzejewski, seconded by Hill, to Adjourn the meeting at 6:30 p.m. The motion passed by voice vote.