

## PLANNING DIVISION STAFF REPORT

June 2, 2025

PREPARED FOR THE LANDMARKS COMMISSION



**Project Name & Address:** 1775 Norman Way

**Application Type(s):** Certificate of Appropriateness for alterations

**Legistar File ID #** [88189](#)

**Prepared By:** Heather Bailey, Preservation Planner, Planning Division

**Date Prepared:** May 28, 2025

### Summary

**Project Applicant/Contact:** Daniel Giese

**Requested Action:** The Applicant is requesting that the Landmarks Commission approve a Certificate of Appropriateness to make alterations to a designated landmark site

### Background Information

**Parcel Location/Information:** The subject property is a designated landmark, Spring Harbor Mound Group

#### Relevant Ordinance Sections:

#### 41.18 STANDARDS FOR GRANTING A CERTIFICATE OF APPROPRIATENESS

A certificate of appropriateness shall be granted only if the proposed project complies with this chapter, including all of the following standards that apply.

- (1) New Construction or Exterior Alteration. The Landmarks Commission shall approve a certificate of appropriateness for exterior alteration or construction only if:
  - (a) In the case of exterior alteration to a designated landmark, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
  - (b) In the case of exterior alteration or construction of a structure on a landmark site, the proposed work would meet the Secretary of the Interior's Standards for Rehabilitation.
  - (c) In the case of exterior alteration or construction on any property located in a historic district, the proposed exterior alteration or construction meets the adopted standards and guidelines for that district.
  - (d) In the case of any exterior alteration or construction for which a certificate of appropriateness is required, the proposed work will not frustrate the public interest expressed in this ordinance for protecting, promoting, conserving, and using the City's historic resources.

#### Secretary of the Interior's Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

## Analysis and Conclusion

The proposed project is to construct a detached garage on a residential property that is part of a collection of properties within the boundary of the Spring Harbor Mound Group landmark site. Staff has worked with the property owner to ensure that the new accessory structure was located well away from the burial mounds in the vicinity. The Office of the State Archaeologist has approved a Request to Disturb for this undertaking, in compliance with Wisconsin Burial Law. Staff agrees with the State that this project is unlikely to disturb the archaeological site and will not have an adverse impact on the historic integrity of the site.

As this landmark site was designated for its archaeological significance, the review is focused on the changes to the landscape and to ensure that any new construction does not directly impact the burial site and does not introduce additional interruptions to the connections between the burial sites and the significant landscape features. As such, there are no building plans included in this submittal and the assessment is focused entirely on protection of the archaeological site and its associated landscape features.

A discussion of the relevant ordinance sections follows:

### **Secretary of the Interior's Standards for Rehabilitation**

1. This property has been in residential use since at least the 1920s. The proposed changes to the site will allow for ongoing residential use in a way that will not impact the burial sites.
2. No distinctive features of the landscape will be removed as part of this project.
3. N/A
4. N/A
5. N/A
6. N/A
7. N/A
8. This project has received approval from the Office of the State Archaeologist.
9. This new structure is located well away from the burial sites in the vicinity and will not destroy historic materials or interject a structure between the burial mounds on the landmark site.
10. This new garage could be removed in the future and not impact the integrity of the archaeological site or its significant landscape features.

## **Recommendation**

Staff believes that the standards for granting a Certificate of Appropriateness are met and recommends the Landmarks Commission approve the project as proposed.