

## NOTICE

A meeting of the City of Evansville Historic Preservation Commission will be held on the date and at the time stated below. Notice is further given that members of the City Council and the Park Board might be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall: (608)-882-2266 with as much advance notice as possible. Please silence cell phones and electronic devices during the meeting.

City of Evansville **Historic Preservation Commission**  
Regular Meeting  
Wednesday, February 21, 2024  
3<sup>rd</sup> Floor, City Hall, 31 S. Madison Street, Evansville, WI 53536  
6:00 p.m.

## AGENDA

1. Call to Order
2. Roll Call
3. Motion to approve the agenda.
4. Motion to waive the reading of the November 15, 2023 minutes and approve them as printed.
5. Civility reminder
6. Citizen appearances
7. Action Items
  - A. 339 W Liberty – Repair Garage (HPC-2024-01)
  - B. 403 W Main – Demolish Garage/Carriage House (HPC-2023-0177)
8. Discussion Items
  - A. 30 Mill Street – CBDG loan and Certificate of Appropriateness administration
9. Report of the Community Development Director
  - A. Update on Certified Local Government Grant Application
  - B. Update on Building Inspection and Permitting Services
  - C. Proposed 2024 Outreach
10. Correspondence, Comments and Concerns
11. Next Meeting Date: March 20, 2024, 6:00 p.m.
12. Motion to Adjourn.

*-Dan Stephans, Historic Preservation Chair*



*These minutes are not official until approved by the City of Evansville Historic Preservation Commission.*

**City of Evansville Historic Preservation Commission  
Regular Meeting  
Wednesday, November 15, 2023 at 6:00 p.m.  
3<sup>rd</sup> Floor, City Hall, 31 S. Madison Street, Evansville, WI 53536**

**MINUTES**

**1. Call to Order.** Stephans called the meeting to order at 6:00 pm

**2. Roll Call:**

<b>Members</b>	<b>Present/Absent</b>	<b>Others Present</b>
Chair Dan Stephans	P	Colette Spranger, Community Development Director
Vice-chair Gene Lewis	P	Ben and Amy Corridon, Residents
Aimee Stano	P	
Katie Sacker	A	
Norman Barker	P	
Cheryl Doerfer	P	
Steve Christens	P	

**3. Motion to approve the agenda by Lewis, second by Doerfer. Motion carried unanimously.**

**4. Motion to waive the reading of the minutes from the September 20 meeting and approve them as printed Motion by Christens, seconded by Barker, motion carried unanimously.**

**5. Civility Reminder.** Stephans noted the City's commitment to civil discourse.

**6. Citizen appearances and Public Presentations.**

Ben and Amy Corridon, recent purchasers of a historic home had questions about re-doing porch steps

**7. Applications – Action Items:**

**A. Lake Leota Park – Repair Dam (HPC-2023-0345)**

Spranger discussed the SHPO application and the condition of the dam requiring repair. The repairs are needed for both spillways. Stephans discussed the designs received and the proposed appearance of the dam following the repairs. **Motion to approve the design to be submitted to SHPO. Motion by Christens, seconded by Doerfer, motion carried unanimously.**

**8. Discussion Items**

**Trees and Landscaping in the Historic District & Park**

*These minutes are not official until approved by the City of Evansville Historic Preservation Commission.*

- Stephans stated they need input from outside the commission regarding landscaping in the district.
- Short bios needed for commissioners on the city website.
- Discussion of alternate materials, such as steel roofs that look like other materials, alternate materials for wood windows, Stephans stated a written policy should ideally be done for this.

**9. Report of the Community Development Director**

**A. Staff-Approved Certificates of Appropriateness**

- i. **136 Garfield Ave – Replace Wood Fence with Same Materials (HPC-2023-0314)**
- ii. **15-17 Mill St – Replace Porch and Stairs with Same Materials (HPC-2023-0335)**
- iii. **25 N Madison St – Replace Sign Faces with New Copy (SIGN-2023-0305)**

**B. Update on Certified Local Government Grant**

Creation of design guidelines, survey of historic properties. Providing design guidelines would assist in outreach to residents in the district.

**10. Correspondence, Comments and Concerns**

Doerfer discussed that Mygatt owned the land the band stand is on now and she would like to see his name on the bandstand.

Discussion was held regarding making sure realtors working in the historic district are aware of it and encouraging them to inform potential buyers.

**11. Next Meeting Date:** December 20, 2023 @ 6:00 p.m.

**12. Motion to Adjourn by Christens, second by Barker. Motion carried unanimously.**

Hello Collette,

This concerns the Frey property (garage) at 339 W. Liberty. We would like to withdraw our application to demolish the building. Do we need to sign a form to make that happen?

In it's place, we would like to apply to have the structure repaired (cathedral.) Please let me know if any additional photos, forms, etc. are required. I'm assuming much of the material in the first packet can be used for this one.

Thank you very much,  
Rich Frey

Phone: 490-3310

e-mail: menmarunner@gmail.com



# APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

CITY OF EVANSVILLE HISTORIC PRESERVATION COMMISSION  
31 S. Madison St, PO Box 529, Evansville, WI 53536

**\$0.00**  
Application  
Fee

This is a request for issuance of a Certificate of Appropriateness (COA) by the Historic Preservation Commission (HPC) for work proposed to be performed on the exterior of a structure located in any Historic District or designated by the State or City as a historic building or historic site. Complete all sections of this form – it is used to determine if the proposal should be reviewed by staff or the HPC. **Submit questions or completed applications to address above, or via email to the Community Development Director, Colette Spranger, at: (608)-882-2263 or [colette.spranger@ci.evansville.wi.gov](mailto:colette.spranger@ci.evansville.wi.gov).**

SECTION	APPLICANT and/or OWNER INFORMATION	HISTORIC PROPERTY INFORMATION
1	Applicant Name: <i>Richard Frey</i>	Historic Property Address: <i>339 W. Liberty St.</i>
	Applicant Mailing Address: <i>339 W. Liberty St.</i>	Evansville, WI 53536
	<i>Evansville, WI 53536</i>	<b>The following information is available on the property's tax bill:</b>
	Applicant Phone: <i>608-490-3310</i>	Parcel Tax ID Number: 222 <del>001233</del>
	Applicant Email: <i>mennorunner3@gmail.com</i>	Parcel Number: 6-27- <i>226</i>
	<b>If different from above, please provide:</b>	<b>The following information is available by searching the property address at <a href="http://www.wisconsinhistory.org/records">www.wisconsinhistory.org/records</a>:</b>
	Owner Name: <i>Richard &amp; Doree Frey</i>	
	Owner Address:	
		Historic Property Name:
	Owner Phone:	AHI Number: <i>85118</i>
Owner Email:	Contributing: <input checked="" type="radio"/> Y <input type="radio"/> N	

**INSTRUCTIONS:** Complete this entire form and submit by mail or email the following:

**1. Application Form with attachments (as outlined in Section 3C and 5):**

- Clear photo(s) of every portion of the property that will be affected by the work
- Historic photograph(s) (if available)
- Exterior elevations or sketches of existing conditions and proposed work
- Samples or specifications of proposed materials
- If Section 3B applies, evidence of un-reparability
- Site plan (if applicable)
- Print or PDF of State of WI historic property information, available by searching the property address at [www.wisconsinhistory.org](http://www.wisconsinhistory.org)

**2. Building Permit (work cannot begin until Building Inspector has approved a Building Permit)**

All applications are to be submitted and deemed complete at least 10 days prior to the HPC meeting. HPC typically meets on the third Wednesday of each month at 6:00pm in City Hall. Applicants are encouraged to appear in person.

Thank you for helping to value and protect "one of the most intact nineteenth century townscapes in southern Wisconsin" and "the finest collection of 1840s - 1915 architecture of any small town in Wisconsin" - Wisconsin State Historic Society

SUBMITTED BY: *Richard A. Frey* DATE: *2/2/2024*  
Owner or Applicant Signature

SECTION	PROPOSED WORK CHECKLIST	
<h1>2</h1>	Please check all boxes that apply and provide more detail in Sections 3 and 4:	
Work Category	Work Category Details	
<input checked="" type="checkbox"/> Roofing	<input type="checkbox"/> Replacement <input type="checkbox"/> Minor repair	<input type="checkbox"/> Shingles only <input type="checkbox"/> Soffit, fascia, or trim work <input checked="" type="checkbox"/> Matching existing materials <input type="checkbox"/> Change of materials (EG, replacing asphalt with metal)
<input checked="" type="checkbox"/> Gutters	<input type="checkbox"/> New or repair <input type="checkbox"/> Replacement <input type="checkbox"/> Removal	<input type="checkbox"/> Change of materials <input type="checkbox"/> Match existing historic materials (metal, etc.) <input checked="" type="checkbox"/> Use new modern materials (vinyl, etc.)
<input checked="" type="checkbox"/> Siding	<input type="checkbox"/> Minor repair <input type="checkbox"/> Replacement	<input type="checkbox"/> Change of materials <input checked="" type="checkbox"/> Match historic materials (wood, cement board, etc.) <input type="checkbox"/> Use modern materials (plastic, vinyl aluminum, etc.)
<input checked="" type="checkbox"/> Exterior windows and doors	<input type="checkbox"/> Add new <input type="checkbox"/> Replacement <input type="checkbox"/> Removal	<input type="checkbox"/> Change in dimension or location (height, length) <input type="checkbox"/> Match historic materials (wood, metal, glass, etc.) <input checked="" type="checkbox"/> Use modern material (plastic, vinyl, aluminum, etc.) <input type="checkbox"/> Removal, covering or alteration of original trim
<input type="checkbox"/> Fences	<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Replacement	<input type="checkbox"/> Use new modern materials (vinyl, aluminum, etc.) <input type="checkbox"/> Matching historic materials (wood, stone, etc.)
<input type="checkbox"/> Porch	<input type="checkbox"/> Minor repair <input type="checkbox"/> Replacement <input type="checkbox"/> Removal <input type="checkbox"/> Add new	<input type="checkbox"/> Match historic material (wood, metal, etc.) <input type="checkbox"/> Use new modern material (plastic, vinyl, aluminum, etc.) <input type="checkbox"/> Column, railing, or skirting <input type="checkbox"/> Decking
<input type="checkbox"/> Sidewalk or paving	<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Replacement	<input type="checkbox"/> Recreating <input type="checkbox"/> Matching existing materials <input type="checkbox"/> Other: _____
<input type="checkbox"/> New construction	<input type="checkbox"/> Addition <input type="checkbox"/> New building <input type="checkbox"/> Façade alteration	<input type="checkbox"/> Recreating missing architectural features <input type="checkbox"/> Removing architectural features <input type="checkbox"/> Other: _____
<input type="checkbox"/> Signage and exterior lighting	<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Replacement	<input type="checkbox"/> <b><u>Signage (Complete Sign Permit Application instead).</u></b> <input type="checkbox"/> Lighting <input type="checkbox"/> New alternative materials <input type="checkbox"/> Matching existing materials
<input type="checkbox"/> Other	<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Replacement <input type="checkbox"/> Removal	<input type="checkbox"/> New modern materials <input type="checkbox"/> Match existing materials <input type="checkbox"/> Removal or altering of original architectural details <input type="checkbox"/> _____

SECTION	PROPOSED WORK SUMMARY
<b>3</b>	<p><b>3A</b> For each Item that was checked in the left-hand column of Section 2, provide a more detailed description of the work proposed to be done:</p> <p><i>Building will be Braced &amp; siding &amp; shingles removed - Building will be straightened &amp; leveled - Rotted studs will have new ones applied alongside - new 1x2 spruce for siding - new shingles - new windows - new overhead garage door</i></p> <p>Pursuant to State Statute 62.23(7)(en)(2m) replacement materials shall be similar in design color, scale, architectural appearance, and other visual qualities. Please help the HPC or city staff better understand your project proposal by providing the following information:</p> <p><b>3B</b> Will your project include replacing materials original to your historic building, including: siding, windows, trim, doors, etc?</p> <p><i>yes - replacing with vinyl Barn sash</i></p> <p><b>3C</b> If so, summarize any attempts to repair the original materials and attach a contractor estimate that demonstrates the un-reparability of original materials:</p> <p><i>Siding is rotting &amp; no repairs can connect &amp; needs to be removed to level &amp; straighten structure</i></p> <p><i>3D - gutters; new on east side</i></p>

SECTION	SUPPLEMENTAL QUESTIONS
<b>4</b>	<p><b>4A</b> Will the proposed work alter any of the distinctive features or historic architectural details of the property?</p> <p><i>No</i></p> <p><b>4B</b> Please briefly describe how the proposed work will conform to the Standards and Guidelines of the Secretary of the U. S. Dept. of the Interior for the Rehabilitation of Historic Properties (available at <a href="http://www.nps.gov/tps/standards/rehabilitation.htm">www.nps.gov/tps/standards/rehabilitation.htm</a> and at City Hall.)</p> <p><i>Adherence to these standards and guidelines will help assure your property's eligibility for potential State and Federal tax credits.</i></p> <p><i>Saving &amp; repairing existing framing - new similar look</i>  <i>Siding - batts to cover gaps will be 1x2's as batts are not available - last ones I got / Synwago rotted quickly even after painting</i></p> <p><b>4C</b> Have you submitted this project for state or federal tax credits?</p>



PROJECT ADDRESS 339 W. Liberty St.

PERMIT # \_\_\_\_\_

PROJECT DESCRIPTION:

Repair garage

PARCEL #:

6-27-226

TAX ID #:

222 661233



### BUILDING PERMIT APPLICATION

CITY OF EVANSVILLE BUILDING INSPECTION AND CODE ENFORCEMENT

31 S. Madison St, PO Box 529, Evansville, WI 53536

LARRY SCHALK (608)490-3100

[larry.schalk@ci.evansville.wi.gov](mailto:larry.schalk@ci.evansville.wi.gov)

PERMIT REQUESTED:  CONSTRUCTION  HVAC  ELECTRIC  PLUMBING  OTHER \_\_\_\_\_

OWNER'S NAME

ADDRESS

PHONE

EMAIL

CONTRACTOR:  CONST  HVAC  ELEC  PLBG

LIC/CERT#/EXP

PHONE

EMAIL

Magee Construction

1045-4/28/24

862-6561 mageeconstruction@

CONTRACTOR:  CONST  HVAC  ELEC  PLBG

LIC/CERT#/EXP

PHONE

Stcglobal.net

CONTRACTOR:  CONST  HVAC  ELEC  PLBG

LIC/CERT#/EXP

PHONE

EMAIL

CONTRACTOR:  CONST  HVAC  ELEC  PLBG

LIC/CERT#/EXP

PHONE

EMAIL

PROJECT AREA 336 SQ.FT. ESTIMATED PROJECT COST \$ 26,264

I AGREE TO COMPLY WITH ALL APPLICABLE CODES, STATUTES AND ORDINANCES AND WITH THE CONDITIONS OF THIS PERMIT; UNDERSTAND THAT THE ISSUANCE OF THIS PERMIT CREATES NO LEGAL LIABILITY, EXPRESS OR IMPLIED, ON THE STATE OR MUNICIPALITY; AND CERTIFY THAT ALL THE INFORMATION IS ACCURATE. IF I AM THE OWNER APPLYING, I HAVE 2READ THE ATTACHED CAUTIONARY STATEMENT REGARDING CONTRACTOR FINANCIAL RESPONSIBILITY.

APPLICANT'S SIGNATURE Roland A. Frey

DATE 2-2-2024

CONDITIONS OF APPROVAL: THIS PERMIT IS ISSUED PURSUANT TO THE FOLLOWING CONDITIONS, FAILURE TO COMPLY MAY RESULT IN SUSPENSION OR REVOCATION OF THIS PERMIT OR OTHER PENALTY.

**PLOT PLAN MUST INCLUDE :** LOT LINES , STREETS AND \*EASEMENTS - LOCATION OF PRINCIPAL & ACCESSORY BUILDINGS - PROPOSED IMPROVEMENTS ( DECK/FENCE/SHED/ETC...) SIZE & DIMENSIONS OF IMPROVEMENTS - SETBACK DISTANCES TO PROPERTY LINES AND OTHER STRUCTURES. \* IT IS THE RESPONSIBILITY OF THE APPLICANT TO VERIFY THE EXISTENCE OF EASEMENTS AND PROPERLY LABEL THEM ON THE PLOT PLAN - STRUCTURES ARE PROHIBITED WITHIN EASEMENTS. **BUILDING PLANS MUST INCLUDE :** FLOOR PLAN , CROSS SECTION , COMPLETE CONSTRUCTION DETAILS

IN COMPLIANCE WITH **SPS 320-325 .**

DECKS - SEE **SPS 320-325 APPENDIX B** [dps.wi.gov/UDC-ADMIN-CODE/](https://dps.wi.gov/UDC-ADMIN-CODE/)

PERMIT FEE: \$ \_\_\_\_\_ CHECK #: \_\_\_\_\_ DATE: \_\_\_\_\_

PERMIT ISSUED BY: \_\_\_\_\_ CERTIFICATION #: 70184

LARRY SCHALK

CALL DIGGERS HOTLINE: 1-800-242-8511



## 403 West Main- Demo

Bott, Alisha <Alisha.Bott@communitycareinc.org>

Tue 1/30/2024 08:36

To:Colette Spranger <c.spranger@evansvillewi.gov>

You don't often get email from alisha.bott@communitycareinc.org. [Learn why this is important](#)

Hi there Colette,

Here we are in 2024 already!

I hope your holiday season treated you and your family well.

I am reaching out for some guidance on how to continue with the carriage house.

This winter has been tough on the structure. The floor of the Carriage house has now collapsed due to wood rot on the back right side.

I am in a position where I have to take care of this for safety reasons. I am going to try and remove the floor that has collapsed to maintain the structure of the building, but I am not confident that the structure will have much integrity once that is complete.

In my best efforts to be compliant and a positive contributor to our community, it is really important to me that I am doing the right thing for the better good.

When we last met, the committee had wanted me to bring a picture of a building that I am going to put in the existing spot. Is this something that is needed before I ask for a demo permit?

A couple things to consider:

- The carriage house is technically on a different lot than my house. I own two parcels, and the shed sits on the empty lot.
  - There are two different historical district maps that I was able to find- one of the historical maps does not include the empty parcel that the shed is on.
- I am well aware that I am in the impossible position of “being the example” that we are trying to set with the falling carriage houses, however I am asking that we please look at my situation as its own. At this point I believe we are past that, and the importance lies within the safety concerns that this structure presents. This shed sits right on my neighbor’s property line, and it’s a hazard to them as well now.
- The committee’s recommendation was to apply for a significant loan amount to replace/repair the structure.
  - I’ve reached out to the Community for recommendations and have also talked with construction companies in outlying areas. I wasn’t able to find anyone who had the time or who was willing to make repairs.

I appreciate any guidance you have to help me move forward with this project.

Looking forward to hearing from you.

---

**Alisha Bott | Program Supervisor**

Office: (608) 716-2940

Fax:

Alisha.Bott@communitycareinc.org

5310 Wall St. Suite 100  
Madison, WI 53718

[www.communitycareinc.org](http://www.communitycareinc.org)



---

COMMUNITY CARE, INC. CONFIDENTIALITY NOTICE:

The information contained in this email, including any and all attachments, is legally privileged and confidential and is intended for the specific delivery to, and use by, the individual(s) to which it is addressed. Any review, dissemination, distribution, copying, or any other use of, or the taking of any action in reliance upon, this information by anyone other than the intended recipient(s) or an agent or employee responsible to deliver the information to the intended recipient is strictly prohibited. If you have received this e-mail in error, please notify the author immediately by replying to the sender, and delete the original message and any copy of it from your computer system.



# APPLICATION FOR DEMOLISHING A HISTORIC STRUCTURE

CITY OF EVANSVILLE HISTORIC PRESERVATION COMMISSION  
31 S. Madison St, PO Box 529, Evansville, WI 53536

**\$0.00**  
Application  
Fee

This is a request for approval by the Historic Preservation Commission (HPC) to demolish a historic structure in any Historic District or designated by the City of Evansville as a historic building or historic site. Complete all sections of this form. No historic building may be demolished unless and until the Wisconsin Historical Society (WHS) is given 30 days' notice of the order, application or intent to demolish such building, as outlined in Wisconsin State Statutes 66.0413(3). This notice is sent by the City after HPC approval. **Please contact the Community Development Director, Colette Spranger, at: (608)-882-2263 or colette.spranger@ci.evansville.wi.gov to obtain assistance in completing this form.**

SECTION	APPLICANT AND PROPERTY OWNER INFORMATION	
1	Applicant Name:	Date Submitted: <u>6/7/23</u>
	<u>Allisha Bott</u>	
	AHI Number (available at <a href="http://www.wisconsinhistory.org">www.wisconsinhistory.org</a> ):	<u>001221</u>
	<u>85229</u>	Parcel Tax ID Number: <u>222 069001</u>
	Historic Property Address:	Parcel Number: <u>6-27-218 - 947</u>
	<u>403 West Main Street</u>	Phone: <u>608-332-9951</u>
	<u>Evansville, WI</u>	Email: <u>allishabeth132@gmail.com</u>
	<u>53536</u>	
	Owner Name (if different from above):	Owner Phone (if different):
	Owner Address (if different from above):	Owner Email (if different):

**INSTRUCTIONS:** Complete this entire form and submit to City Hall the following:

**1. Application Form with attachments (as outlined in Section 5):**

- Clear photo(s) of every portion of the property that will be affected by the work
- Historic photograph(s) (if available)
- Exterior elevations or sketches of existing conditions and proposed work
- Site plan (if applicable)
- Copy of demolition notice sent to state

**2. Building Permit (work cannot begin until Building Inspector has approved a Building Permit)**

**3. COA Application for proposed work**

All applications are to be submitted 10 days prior to the HPC meeting. HPC typically meets on the third Wednesday of each month at 6:00pm in City Hall. Applicants are encouraged to appear in person or by authorized representative.

Per Wis. Stat. sec. 943.014., Demolition of a historic building without a City-issued permit is a criminal offense.

SUBMITTED BY: Allisha Bott DATE: 6/7/23  
Owner/Applicant Signature

SECTION	REASON FOR DEMOLITION QUESTIONS
2	Describe the portion or portions of the structure to be demolished:
	Entire structure
	Why is demolition of the structure necessary?
	unsafe, unable to repair
	How long have you owned the property?
	6.5 years

SECTION	ABILITY TO AVOID DEMOLITION QUESTIONS
4	During the last six (6) years, what have you spent to repair or maintain the property? (Note: the HPC may require you to provide documentary evidence of such expenditures)
	\$1600.00
	lumber, support beams, paint
	What alternatives to demolition have you considered?
	none - Attempted to support, unable to
	rebuild/restore for financial purposes
	What is the assessed value of the building divided the ratio of the assessed value to the recommended value as last published by the City of Evansville?
	Building was not assessed. Land assessed at 4,000 . 947 parcel
	What is the cost, as estimated by the building inspector, to make repairs that are necessary to comply with applicable building codes, or other ordinances or regulations governing repair or renovation of a historic building?
	[Note: If the estimated cost of repairs is less than 85% of the adjusted assessed value, the cost of repairs will be presumed to be reasonable. See Wis. Stat. sec. 66.0413(3)(a) 1 and (3)(d).]





# DECISION FORM FOR PERMIT TO DEMOLISH A HISTORIC STRUCTURE

CITY OF EVANSVILLE HISTORIC PRESERVATION COMMISSION  
31 S. Madison St, Evansville, WI 53536

*This decision form will be completed by the chair of the HPC or the Community Development Director.*

*The Historic Preservation commission is authorized to grant permits to demolish a historic structure when the standards found in section 62-36(11) of the Municipal Ordinances are met:*

- The proposed work does not have an adverse effect on the immediate site*
- The proposed work does not have an adverse effect on adjacent properties*
- The proposed work does not have an adverse effect on the entire district*
- Historic character is preserved*

Summary of Work (include reasons why proposal does or does not meet the above decision criteria):

---



---



---



---

**Additionally, no historic building may be demolished unless and until the Wisconsin Historical Society (WHS) is given 30 days' notice of the order, application or intent to demolish such building, as outlined in Wisconsin State Statutes 66.0413(3)**

- Date City sent notice to WHS \_\_\_\_\_**

**Permit to Demolish (check one):**

**Approved,  Denied, or  Approved with the following conditions:**

---



---



---

**Approved by:** \_\_\_\_\_

*HPC Chairperson Signature*

**Date:** \_\_\_\_\_

### HISTORIC PROPERTY INFORMATION

Historic Property Address:	Tax ID Number: 222 _____
Historic Property AHI Number:	Parcel Number: 6-27-_____





403 W. main

no picture  
of structure























STATE OF WISCONSIN  
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor  
Kathy Blumenfeld, Secretary  
Susan Brown, Division Administrator

---

August 3, 2023

Susan Maier  
MSA Professional Services, Inc.  
201 Corporate Drive  
Beaver Dam, WI 53916

**Re: Environmental Review for CDBG project CDBG RLF (City of Evansville), 31 Mill  
Street, Evansville**

Dear Ms. Maier:

The project you submitted for review was listed in the AHI database as potentially eligible for inclusion in the National Register of Historic Places. However, the WI Historical Society subsequently determined that the project will have no ill effect on the historic property. Therefore, you may proceed with this project without further consultation with this office on historic review issues.

Sincerely,

Juli Speck  
Environmental Compliance Officer  
DOA DEHCR

## Speck, Juli - DOA

---

**From:** alexander.eginton@wisconsinhistory.org  
**Sent:** Thursday, August 3, 2023 11:09 AM  
**To:** Speck, Juli - DOA  
**Subject:** SHPO Review: 23-0903/RO - 84970 - 31 Mill Street, Evansville

**CAUTION: This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Dear Ms. Juli Speck,

We have completed our review of WHS #23-0903, 31 Mill Street, Evansville and find that no eligible properties will be adversely affected.

If your plans change or cultural materials/human remains are found during the project, please halt all work and contact our office.

Please use this email as your official SHPO concurrence for the project. If you require a hard copy signed form, please contact me and I will provide you a signed copy as soon as possible.

Sincerely,  
Alex Eginton  
State Historic Preservation Office

Wisconsin Historical Society  
816 State Street, Madison, WI 53706

alexander.eginton@wisconsinhistory.org

**Wisconsin Historical Society**  
[Collecting, Preserving, and Sharing Stories Since 1846](#)

**HISTORICAL REVIEW**

**INITIAL PROJECT REVIEW FORM  
ARCHITECTURE/HISTORICAL RESOURCES**

Date: May 8, 2023

County Where Project Is Located: Rock Age: 130+

Project Address: 31 Mill st, Evansville, WI 53536

Owner Name: Troy Sahn & Marly Membreno

Requesting Agency: MSA Professional Services - City of Evansville CDBG Housing Program

Contact Person: Susan Maier, Housing Program Specialist

Mailing Address: 201 Corporate Drive, Beaver Dam, WI 53916

Phone: 920-887-4242 E-mail Address: smaier@msa-ps.com

**Please complete and return form to: Environmental Desk - HOUSING  
Department of Commerce  
P.O. Box 7970  
Madison, WI 53707-7970**

**I. ADMINISTRATIVE DATA**

Program Category Name: City of Evansville CDBG Housing Program

Contract Number: RLF

Description of Project: Use the following procedure to describe the nature and extent of work involved in the proposed project:

1. Submit list of proposed work to be done.
2. Submit list of proposed work items which DO NOT appear on the Activities Exempt from Further Review list.

II. ARCHITECTURAL\HISTORICAL RESOURCES CHECKLIST

To the best of your knowledge, is the property to be rehabilitated on the following lists?

- National Register of Historic Places
- Properties determined eligible for the National Register
- State Register of Historic Places
- Wisconsin inventory of historic places
- Locally-designated historic places
- Local intensive survey--see attached list of community surveys (Five name and date \_\_\_\_\_)
- None of the above

III. PROJECT LOCATION AND MAPS

A. If the project is within an incorporated community, fill out this section:

Location of Project Evansville, WI 53536 Rock  
 (Village\City) (Town) (County)

Name of Project Map, if available: Housing Program Area Map

[Note: If the project is within an incorporated area, an accompanying City map (such as a DOT map) is required for review.]

B. If the project is within an unincorporated area, fill out this section:

Township(s) \_\_\_\_\_ Range(s) \_\_\_\_\_ Section(s) \_\_\_\_\_

[Note: If the project is within an unincorporated area, a township map is acceptable, a 7.5" USGS Quad Map is most helpful, copies of quad maps (available from surveyor or planning offices) must include the map's name.]

IV. PHOTOGRAPHS

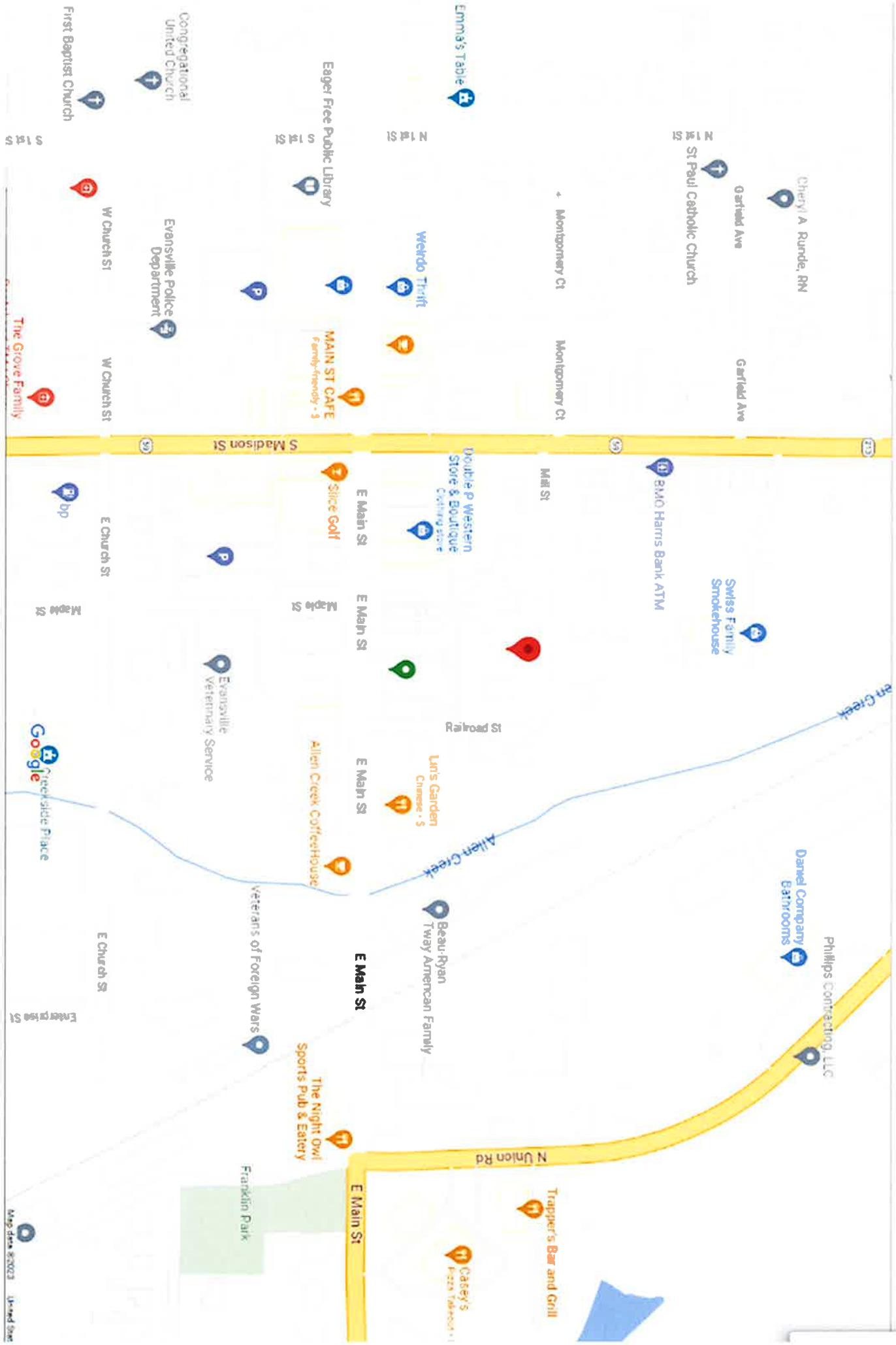
Please include clear 3 x 5 inch general photographs of each building 50 years or older and specific photos of areas in which work will be carried out. Photographs should be appropriately labeled (i.e. name of property, location of property, description of view, name of photographer and date photograph was taken). All photographs must be keyed on the accompanying map.

[Note: Either black and whites or color photographs or Polaroids or colored copies are acceptable. Black and white photo copies are not acceptable. Photographs must be unobstructed, in focus, and properly developed to be acceptable. Your project may be delayed if the photographs do not meet these requirements.]



Front  
**31 Mill st, Evansville, WI 53536**  
Photo taken by: **Ryan Justmann**  
Date of photo: **2/8/23**

Back







Work being done



Previous owner made several interior changes that made outside features unable to access. On work write up we have a few windows and doors to be closed and sealed. Below is the interior and exterior of these items.

Item K.



Item Q.

Covered inside, cannot show inside pictures



**Work Review**  
**Results of Lead Review and Initial Evaluation**  
HO #3                      2/8/23  
Evansville CDBG Housing Program

---

**I. Electrical: All electrical work listed below shall be performed in accordance with the State and National Electric Codes.**

\_\_\_\_\_ A. Replace the outlet by the washing machine with GFCI protection.

**II. Plumbing**

A. None

**III. Heating**

A. None

**IV. General**

\_\_\_\_\_ \* A. Replace 4 windows with white vinyl insulated replacement windows with Low E and Argon gas.

- 1 - casement in bathroom
- 2 - slider in basement
- 1 - fixed above basement door

Each window should be double pane and a lockable unit with full screens. The joint formed by the jamb and sill frame should be made weather tight by an approved sealant. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* B. Install 3 standard, non-decorative steel insulated doors at the living room, basement and front (to entry to 2<sup>nd</sup> floor) entrances. Include all necessary hardware. Threshold should be aluminum with factory installed vinyl sweep. (Pre-hung, if possible) Discuss type of doors with homeowner. Dispose of the old doors. Replace entire doorframes. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* C. Install a new insulated, vinyl or aluminum clad storm door at the living room entrance. Include all necessary hardware. Discuss type of door with homeowner. Dispose of the old door. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* D. Install 4 new standard interior doors in the: bathroom, kitchen (to basement), kitchen (to living room) and front bedroom (to living room). Include all necessary hardware. Discuss type of doors with homeowner. Dispose of the old doors. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

- \_\_\_\_\_ \* E. Repair or replace and paint door trim in the: laundry room, bathroom, kitchen, right center bedroom closet, living room and front bedroom. This work will be performed using Lead Safe Work Practices  
Brand/Manufacturer:
- \_\_\_\_\_ \* F. Repair or replace and paint window trim in the: laundry room, bathroom, kitchen, right center bedroom, living room and front bedroom. This work will be performed using Lead Safe Work Practices  
Brand/Manufacturer:
- \_\_\_\_\_ \* G. Repair or replace and paint the baseboard in the laundry room, bathroom, right center bedroom, living room, and front bedroom. Discuss with owner type of material to be used and who will stain or paint it. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* H. Repair and paint deteriorated areas in the walls in the kitchen and laundry room and in the ceiling in the living room and front bedroom. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* I. Repair or replace and paint built in shelving in the right center bedroom closet. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* J. Repair and paint top trim and corner trim in the living room. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* K. Remove entry and storm door in front bedroom, enclose and insulate area inside and outside prior to siding. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* L. Install a new standard overhead garage door on the detached garage. Include all necessary hardware. Discuss type of door with homeowner. Dispose of the old door. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:
- \_\_\_\_\_ \* M. Re-mortar cracks in basement walls. Finish and blend to match existing walls. All cement used should be of non-shrink type. This work will be performed using Lead Safe Work Practices.  
Brand/Manufacturer:

\_\_\_\_\_ N. Install new aluminum or baked enamel seamless gutters and down spouts as necessary. Color of owner's choice.

Brand/Manufacturer:

\_\_\_\_\_ \* O. Cover soffit and fascia with aluminum or vinyl on home and detached garage. Replace any rotted soffit and fascia with new wood. Be sure that all seams are sealed so that the surface is airtight and any loose paint does not fall out. Color of owner's choice. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* P. Wrap all exterior trim including trim board with aluminum or vinyl on home. Remove decorative trim on left side of home. Replace any rotted wood prior to wrapping. Be sure that all seams are sealed so that surface is airtight and any loose paint does not fall out. Color of owner's choice. This work will be completed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* Q. Reside the home with vinyl siding. Contractor to state if siding over or removing the current siding. (circle one) Check for rotten siding beneath. Repair any rotted siding. Include Styrofoam (state size -  $\frac{1}{4}$ " ,  $\frac{1}{2}$ " or 5/8"). Color of owner's choice. L' or J' channel should be used around door and window casings and when butting against any surface. All caulk used in areas which come in contact with the siding should be the same color as the siding. Follow all manufacturers directions. Be sure all seams are sealed so that the surface is airtight and any loose paint does not fall out of the bottom of the new siding. **Prior to siding on main level** remove, insulate and enclose areas of the following: window on rear of home (in area of bathroom and laundry room), window on right side (in area of front entry to stairway to 2<sup>nd</sup> floor), window in right center bedroom (has shutters on exterior), on left side- boards over exterior entry to kitchen (near basement entry). These are blocked off on interior. This work will be performed using Lead Safe Work Practices.

Brand/Manufacturer:

\_\_\_\_\_ \* R. Repair or replace the left side porch and right side rear porch including the floor, ceiling and columns. Size to remain the same. Include steps and handrailing according to code. Footings shall be at a minimum 48" below finish grade. Discuss with owner lumber (material type) to be used. Materials should be weather resilient. This work will be performed using Lead Safe Work Practices.

\_\_\_\_\_ S. Repair steps to front door. Mud-jack steps to make level. If unable to do this, contractor to explain how repairs will be made.

\_\_\_\_\_ T. Install smoke detectors and carbon monoxide detectors according to current state regulations.

Disposal of all materials and building permit fees should be included in the above listed work.

Quality of materials being used should be mid-grade. Discuss any materials and color choices with owner.

	<b>TOTAL ESTIMATE</b>
--	-----------------------

**V. Other Work Added By Contractor**

---



---



---

- \* This work MUST be completed because it is a LEAD HAZARD and it will need to be done by a Contractor who is trained in "Lead Safe Work Practices".
- ▶ This work MUST be completed because it is a CODE VIOLATION.
- ◆ If any of these items are done, they need to be done by a Contractor who is trained in "Lead Safe Work Practices".
- ➔ Contractor is responsible for compliance with all applicable regulations when the work includes fastening to or coring through Asbestos Containing Materials (ACM) and disturbance of asbestos containing caulking and mastics. Unless otherwise indicated, all caulking, sealing, glazing compounds, gaskets, asphalt roofing materials and miscellaneous adhesives are assumed to contain asbestos. Compliance with all possible applicable regulations is the Contractor's responsibility.

**CONTRACTOR TO DISCUSS ANY REBATES OR TAX CREDITS THAT APPLY WITH THE HOMEOWNER.**

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	
<b>Contractor Signature:</b>	
<b>Date:</b>	

**NEW: All warranty information for manufactured products must be submitted along with the payment request form in order for your payment to be processed.**

The Community Development Block Grant Program is an equal opportunity program. Women and minorities are encouraged to apply.

**LIST SUB-CONTRACTOR INFORMATION BELOW, IF APPLICABLE**

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	

<b>Contractor Name:</b>	
<b>Contractor Address:</b>	
<b>Contractor City, State, Zip:</b>	
<b>Contractor Phone (Cell):</b>	
<b>Contractor Phone (Office):</b>	
<b>Contractor Fax:</b>	
<b>Contractor Email:</b>	