



Historic Landmarks and Preservation Commission Meeting Agenda

Wednesday, June 25, 2025 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call Meeting to Order

Roll Call

Notice of Open Meeting

Open Public Hearing (*Please Note: City residents can address the local historic designation of City Hall for up to three minutes*)

Public Hearing on the local historic designation of 105 N. Dickason Blvd. - City Hall

Close Public Hearing

Approval of agenda

Approve minutes from previous meeting(s)

[5/28/2025](#) Minutes

Public Comments (3 minute limit per person)

New Business

- [1.](#) Discussion and possible action regarding the local historic designation of City Hall.
- [2.](#) Consideration and possible action regarding financial reports and invoices.

Unfinished Business

- [3.](#) Discussion and possible action regarding fund raising for Rest Haven.
- [4.](#) Discussion and possible action regarding the scope of the Rest Haven remodel project.
- [5.](#) Discussion and possible action regarding the summer concert series.

Adjourn

Columbus Historic Landmarks and Preservation Commission
Meeting Minutes
Wednesday, May 28, 2025
105 North Dickason Boulevard

The meeting was called to order by Chair Ruth Hermanson at 4:00 p.m.

Attendance: Commissioners Altschwager, Hermanson, Gilbertson, Nagle, Ulrich, Mayor Hammer and Elling. Dave Bennett and Mike Kornmann were also present.

Notice of open meeting: Chair Hermanson noted that the meeting agenda had been posted and distributed per State Statutes.

Public Comment: Mike Kornmann announced that he received information today that the bids had been received for the Pavilion at Fireman's Park north and south staircase repairs. The bids will be forwarded to the City Council for action. The timeline for completion (pending bid approval) is October, 2025.

Minutes of April 30: Motion by Gilbertson, second by Nagle to approve. Motion carried unanimously.

Treasurer's report: Motion by Elling, second by Gilbertson to postpone action on the Treasurer's report to the June meeting to confirm closure of the Façade Grant fund. Motion carried unanimously.

Payment of Invoices and Bills: Motion by Hammer, second by Gilbertson to approve invoices from Minuteman Press for posters and banner updates in the amount of 333.31 at \$63.14 to come from Account #255362. Motion carried unanimously.

Preliminary Review of potential designation of City Hall as a local historical landmark: The commissioners reviewed material prepared by City staff for the nomination process for local landmark designation of Columbus City Hall, 105 Dickason Boulevard. The City Assessor delivered information on the current assessed value of the property. No other staff reports were received.

The commissioners reviewed the overall designation process and notice requirements for the upcoming public hearing.

Motion by Gilbertson, Second by Altschwager to set a public hearing for Wednesday, June 25, beginning at 6:30 p.m. to review the potential designation of City Hall, 105 North Dickason Boulevard, as a local historic landmark property. Motion carried unanimously.

Summer Concert Series: The commissioners noted the first concert is June 19th. Commissioners are requested to arrive at Fireman's Park between 4:00 and 4:30. The group requested that staff coordinate stage setup with DPW. The liquor license and insurance are being covered by the Columbus Chamber of Commerce.

Election of Officers: Motion by Hammer, Second by Altschwager, to approve Ruth Hermanson as Chair, Libbie Gilbertson as Vice-Chair, Beth Altschwager as Treasurer, and Henry Elling as Secretary for the term to expire on May 30, 2026. Motion carried unanimously. Ruth Hermanson notified the group that this will be her last term as Chair. FAIR WARNING!

Motion by Altschwager, second by Gilbertson to adjourn at 4:50 p.m. Carried Unanimously.

NEXT MEETING AND PUBLIC HEARING: Wednesday, June 25, 2025 at 6:30 p.m.

Respectfully submitted, Henry J. Elling, CHLPC Secretary

Date application received: March 18, 2025Application received by: David Bennett

Item #1.

APPLICATION FOR LANDMARK/HISTORIC DESIGNATION
(STRUCTURE, SITE, NEIGHBORHOOD OR DISTRICT)

CITY OF COLUMBUS

HISTORIC LANDMARK AND PRESERVATION COMMISSION

This application packet is used to file an application(s) for the nomination of a property as a locally designated structure, site, neighborhood or district. This application is to be submitted to the City Clerk. Please refer to the attached Zoning Code, Chapter 114, Article V, Division 9 for Historic Sites and Structures.

Contact Information		
Applicant Name: City of Columbus, WI		Phone: 920-623-5900
Applicants' Mailing Address: 105 N. Dickason Blvd.		
City: Columbus	State: WI	Zip: 53925
Applicant's Email Address: jhammer@columbuswi.gov		
Contact Information		
Property Owner(s): City of Columbus, WI		Phone: 920-623-5900
<i>If more than one owner, please attached additional contact information</i>		
Property Owner's Mailing Address: 105 N. Dickason Blvd.		
City: Columbus	State: WI	Zip: 53925
Property Owner's Email Address: jhammer@columbuswi.gov		
Property Description		
Name (as shown on the tax assessor's rolls of the owner of property proposed for designation): City of Columbus		
Property Address: 105 N. Dickason Blvd.		Year Built and Historic Name if any: 1891-1892; Columbus City Hall
Legal Description and Parcel Number(s): SW 15' of SE 97' of Lot 4, Blk 3; SE 97' of Lot 5, Blk 3; Columbus Blks 1-9 and Tax Parcel ID Number: 51		
Original Owner: City of Columbus		Original Use: Fire Station, City Hall, Police Station, Auditorium
Architect: Truman D. Allen		Builder:

MAP. Has a map delineating the boundaries and location of the property proposed for designation been included with this application? **Yes** or No (Circle One)

WRITTEN STATEMENT. Describe the property and setting forth reasons in support of the designation proposed. Reasons must align as stated in 114-176

Round corner tower with clock and bell cupola, round arches on 1st story. Corbelled cornice. Square corner tower with round arch windows. Massive round arch window and entrance. A fire bell and tower were removed in 1948 when the fire department moved to a new location. Local artist Susan Stare has framed paintings displayed in the interior of the City Hall. There is an auditorium on the second floor.

Reasons for the designation as proposed include:

- The auditorium, originally designed by Truman D. Allen of Minneapolis, MN, occupies the second and third floors of the Columbus City Hall. It was originally designed in 1891 to accommodate an audience of 600. It was last occupied in the late 1940s, and the second floor was closed to the public in the 1950s. The auditorium was used for silent movies, traveling speakers, entertainment, and school functions.
- The building is composed of area materials consisting of Watertown cream brick, Doylestown red sandstone, and rock-faced Waukesha limestone. About half of T.D. Allen's works remain and are included in the National Historic Register. The Columbus City Hall displays many characteristics of his works.
- Added to the National Register of Historic Places in 1979 and the State Register of Historic Places in 1989.
- The City of Columbus would like to protect the building in order to retain its historic, cultural, and architectural value to the community if it were to relocate to a new facility and the building sold.

CRITERIA FOR DESIGNATION (check all that apply)

- ☒ Exemplify, reflect or hold significant value as part of the broad cultural, political, economic or social history of the nation, state or city
- ☐ Are identified with historic personages or with important events in national, state or local history
- ☒ Embody the distinguishing characteristics of an architectural type or specimen, inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship
- ☒ Are representative of the notable work of a master builder, designer or architect whose individual genius influenced his age
- ☒ Are identifiable as established and familiar visual features in the community owing to their unique location or physical characteristics

PROPERTY OWNER(S) CONSENT. Has the property owner(s) consented to the proposed designation? **YES** or **NO**

If "yes", please attach a copy of the letter of consent. (attached: Yes or No)

PROPERTY OWNER NOTIFICATION. Has the property owner been notified of this application by certified mail? **YES** or **NO**

ADDITIONAL INFORMATION. Has additional information, not requested on this application, been included with this application? **YES or NO** If yes, then please describe a summary of information provided:

Applicant's Signature

I hereby acknowledge by my signature below that the foregoing application is complete, truthful, and accurate.

Applicant Signature: _____

Date: _____

Application Materials That Shall Be Included

- Current and historic photographs of exterior of existing structure.
- Statement describing the applicant's relationship to the property to be designated. This statement should indicate the applicant's interest in or association with this property.
- Statement describing how the property meets at least one of the criteria for designation as a landmark or historic district contained in Section 599.210 of the City Code.
- Statement describing the physical condition of the property and whether the property retains integrity (i.e. the ability to communicate its historical significance as evident in its location, design, setting, materials, workmanship, feeling and association.)

- MUNICIPAL CODE
Chapter 114 - ZONING
ARTICLE V. - SUPPLEMENTARY USE AND STRUCTURE REGULATIONS
DIVISION 9. HISTORIC SITES AND STRUCTURES

DIVISION 9. HISTORIC SITES AND STRUCTURES

Sec. 114-176. Historic structures, sites, neighborhoods and districts designation criteria.

- (1) For purposes of this division, an historic structure, site, neighborhood or district designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon or any area of particular historic, architectural or cultural significance to the city in accordance with the criteria detailed in this section. Designation shall be based on a comprehensive consideration of all relevant factors. Within this division, properties granted historic structure, site, neighborhood or district designation are referred to as "designated properties".
- (2) Designation may be granted to structures, sites, neighborhoods or districts that:
 - (a) Exemplify, reflect or hold significant value as part of the broad cultural, political, economic or social history of the nation, state or city;
 - (b) Are identified with historic personages or with important events in national, state or local history;

- MUNICIPAL CODE
Chapter 114 - ZONING
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- (c) Embody the distinguishing characteristics of an architectural type or specimen, inherently valuable for a study of a period, style, method of construction or of indigenous materials or craftsmanship; or
- (d) Are representative of the notable work of a master builder, designer or architect whose individual genius influenced his age.
- (e) Are identifiable as established and familiar visual features in the community owing to their unique location or physical characteristics.

(Ord. No. 643-09, §§ I, II, 4-8-09)

Sec. 114-177. Landmark and historic district designation—Procedures.

- (1) Application.
 - (a) Any person, group of persons or association, may apply for historic structure, site, district or neighborhood designation for property and improvements located within the corporate limits of the city. The owner of any property that is currently designated may apply for a rescission of that dedication following the same procedures. Where this section refers to procedures applicable to the nomination and designation of properties, those procedures also apply to the rescission of dedication unless otherwise stated. When rescission is requested for economic reasons it shall only be considered in accordance with parameters established under subsection 114-182(2).

- (b) Nominations shall be made to the preservation commission on forms provided for that purpose. The application shall include or be accompanied by the following:
1. The name and address, as shown on the tax assessor's rolls of the owner of property proposed for designation.
 2. The legal description and common street address of property proposed for designation.
 3. A map delineating the boundaries and location of property proposed for designation.
 4. A written statement describing the property and setting forth reasons in support of the designation proposed.
 5. An indication of whether or not the owner(s) consents to the proposed designation.
 6. Such other information as may be required by the preservation commission.
- (2) Notification of nomination and preliminary review. Upon receipt of an application for designation or rescission, the chairman of the preservation commission shall schedule a preliminary review to be held within 45 days. He shall notify the applicant and the property owner(s) of the time and place of the preliminary review. The city tax assessor, public works department, parks division, fire and police departments, health officer, building inspector and plan commission shall also be notified with the request that they each report to the preservation commission in a timely manner on any matters affecting the subject property or surrounding area.
- (3) Public hearing and decision.
- (a) Scheduling of the public hearing. If the preservation commission finds at the time of the preliminary review that an application merits further consideration, then a public hearing shall be scheduled to be held within the next 60 days. The preservation commission shall notify the city tax assessor, public works department, parks division, fire and police departments, health officer, building inspector and plan commission. Each such department shall respond to the commission within 30 days of notification with its comments on the proposed designation or rescission.

- MUNICIPAL CODE
Chapter 114 - ZONING
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- (b) Notice of the public hearing. In cases of a nomination of a structure or site, notice of the date, time, place and purpose of the public hearing and a copy of the completed nomination form shall be sent to the owners of record of the nominated property, to the nominator(s), and to the owners of record as listed in the office of the city assessor of all property in whole or in part situated within 200 feet of the boundaries of the nominated property at least ten days prior to the date of the hearing. In cases of a nomination of an area as a historic district or historic neighborhood, notice of the date, time, place and purpose of the public hearing and a copy of the completed nomination form shall be sent to the owners of record of each property located within the boundaries of the nominated historic district or historic neighborhood and to the nominator(s), at least ten days prior to the date of the hearing. Notice of such hearing shall also be published as a Class 1 notice under state statutes stating the common street address and legal description of a nominated structure or site or legal description and boundaries of a nominated district along with the date, time, place and purpose of the public hearing. Requirements set forth in this subsection also apply to applications for rescission.
- (c) Required materials. The applicant shall produce at the time of the hearing such information as the preservation commission may require including, but not limited to, the following:
1. All information required with the application.
 2. A visual presentation of the significant improvements on the subject property, together with information as to the age, condition and use of each.
 3. Proposals for preservation and enhancement of the property proposed for designation or a detailed explanation of the reason rescission is requested.

- (d) Conduct of the hearing. The preservation commission shall conduct such public hearing. The applicant and the owners of subject property shall be entitled to speak at the public hearing and the preservation commission will accept comments from all other interested parties. In addition to notified persons and members of the general public, the preservation commission may hear expert witnesses and shall have the power to subpoena such witnesses and records as it deems necessary. The preservation commission may conduct an independent investigation into the proposed designation or rescission. The preservation commission shall review and evaluate all available information according to the applicable standards set forth herein. A record of the proceedings shall be made and retained as a public record.
- (e) Approval timeline. The preservation commission shall approve, approve with modifications or deny the requested designation within ten days after the public hearing; provided, however, that the preservation commission may not modify a designation to extend beyond the property described in the application unless a new application is filed and the procedure repeated. Rescission of designation for economic reasons is subject to timelines as specified under subsection 114-182(2). A majority vote of the entire preservation commission is required for approval.
- (f) Informing parties of interest. Following the public hearing, the secretary of the preservation commission shall prepare a report on the outcome of the preservation commission's action including all available information for submission to the city council within 30 days, as an information item. The owner(s) of record and parties who spoke at the public hearing shall be notified promptly by a letter containing information on the preservation commission's decision. Notification shall also be given to the city clerk, building inspector and the city assessor. The preservation commission shall cause the designation or rescission to be recorded at city expense in the county register of deeds' office.
- (g) Effect of denial. If the preservation commission denies the petition, no petitioner or applicant can file for 90 days to the secretary of the preservation commission to consider this same request.
- (h) Effect of approval. Properties approved for designation as historic structures, sites, districts or neighborhoods become subject to all provisions of this division. Properties approved for a rescission of dedication are no longer subject to the provisions of this division.

- MUNICIPAL CODE

Chapter 114 - ZONING

ARTICLE V. - SUPPLEMENTARY USE AND STRUCTURE REGULATIONS

DIVISION 9. HISTORIC SITES AND STRUCTURES

- (i) Voluntary restrictive covenants. The owner of any historic structure or site may at any time following such designation of his property enter into a restriction covenant on the subject property after negotiation with the commission. The commission may assist the owner in preparing such covenant in the interest of preserving the historic property. The owner shall record such covenant in the county register of deeds office and shall notify the city assessor of such covenant and the conditions thereof.
- (4) After the date of filing an application, as outlined above, until the date of a final decision by the preservation commission no building permit shall be issued for the alteration, construction, demolition, or removal of the nominated property except as permitted under the provisions of section 114-179. In no event shall the delay so imposed exceed 210 days.

(Ord. No. 643-09, §§ I, II, 4-8-09)

CHLPC TREASURER'S REPORT
June 17, 2025

SUSAN STARE	CD	BALANCE	06.17.25	\$19,148.88
AUDITORIUM FUND				

WATER TOWER FUND 253474	BALANCE	06.17.25	\$10,664.75
	Interest	05.31.25	39.73

Mary Poser/Former Columbus Auditorium Corporation				
2502700	CD	BALANCE	06.17.25	\$32,307.87

REST HAVEN IMPROVEMENT				
(new savings acct) 255362				
	BALANCE	05.18.25	\$119,891.48	
	Interest	05.31.25	\$393.95	

Rest haven donations		06.03.25	\$3,400.00
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Rest haven donations		06.17.25	\$1,725.00
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Withdrawal		\$2,683.31
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Seth & Kylar	06.03.25	\$650.00
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Rusty Hearts	06.03.25	\$900.00
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Mark Croft Trio	06.03.25	\$800.00
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MMP	06.03.25	\$333.31
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FAÇADE IMPROVEMENT FUND	06.17.25	Amended
CLOSED 01.24.25		

CHLPC ACCOUNT 187450	BALANCE	05.31.25	121.87	\$32,719.58
	Interest			

	\$2,400.00
4th of July Committee 2014 donation for rest haven project	\$5,000.00
Rest haven bathroom donation from Bob & Janet Groh 2015	\$5,000.00
Rest haven donation from Dave & Sue Zittel 2018	\$500.00
Rest haven bathroom donation from Dave & Sue Zittel 2018	\$500.00

Rest haven bathroom donation from Bob & Janet Groh 2018			\$5,000.00
Rest haven bathroom donation from Mary Derr 2019			\$1,000.00
Rest haven donation from Dave & Sue Zittel 2019		09.09.19	\$500.00
Rest haven donation from Lyco 2019		09.09.19	\$500.00
Rest haven donation from Bob & Janet Groh 2019			\$10,000.00
Rest haven donation from Elizabeth Hinds 2020		07.15.20	\$20.00
Rest haven donation from Fred & Della Dartt 2020		08.13.20	\$100.00
Rest haven donation from Dave & Sue Zittel 2020		09.08.20	\$1,000.00
Rest haven donation from Bob & Janet Groh 2020		12.18.20	\$10,000.00
Rest haven donation from Bob & Janet Groh 2021		12.15.21	\$10,000.00
Rest haven donation from Rolf Poser		12.15.21	\$500.00
Rest haven donation from Lys Buck		12.31.21	\$100.00
Rest haven donation from Community Foundation of Collier County Ed & Judy Bergauer		02.16.22	\$5,000.00
Donation from Bob & Janet Groh		12.13.22	\$10,000.00
Rest haven donation from Rolf Poser		01.13.23	\$500.00
Rest haven donation from David & Sue Zittel		08.29.23	\$500.00
Rest haven donation from Rolf Poser		12.19.23	\$500.00
Donation from Bob & Janet Groh		01.04.24	\$5,000.00
2018 Historic Calendar			\$7,784.44
2019 Historic Calendar			\$8,317.45
2020 Historic Calendar			\$6,920.00
2021 Historic Calendar			\$7,080.21
2022 Historic Calendar			\$12,595.00
2023 Historic Calendar			\$8,486.00
2024 Historic Calendar			\$7,537.00
2025 Historic Calendar			\$10,970.00

June 17, 2025

COLUMBUS PAVILION ADA ACCESSIBILITY FUND

ACCOUNT 250968		06.17.25	Total	\$4,030.95
	Interest	05.31.25	15.02	

RESPECTFULLY SUBMITTED,
BETH ALTSCHWAGER, TREASURER