



# Historic Landmarks and Preservation Commission Meeting Agenda

Wednesday, April 22, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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**Call Meeting to Order**

**Notice of Open Meeting**

**Approval of agenda**

**Approve minutes from previous meeting(s)**

[Consider](#) and take action to approve the minutes of previous meeting(s)

**Public Comments (3 minute limit per person)**

**New Business**

- [1.](#) Consideration and possible action regarding financial reports and invoices
- [2.](#) Update of the Rest Haven project regarding the Council decision from its 4/8/26 meeting of addressing legal review of ADA compliance and bidding laws
- [3.](#) Consider and take action to finalize the application for the local designation of the Fireman's Park Complex
- [4.](#) Update of the results regarding the letters sent to notify property owners about getting historic recognition placards and yard signs
- [5.](#) Consider and take action regarding 2027 budget planning and capital improvement projects
- [6.](#) Presentation and discussion of the roles and responsibilities of the Historic Landmarks Preservation Commission
- [7.](#) Consider and take action to set a new date and time for regular HLPC meetings

**Adjourn**



# Historic Landmarks and Preservation Commission Meeting Minutes

Tuesday, March 24, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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## Call Meeting to Order

Meeting was called to order at 4:02pm. Commissioners Altschwager, Hermanson, Gilbertson, Nagle, Hammer, and Elling along with staff liaison Bennett were present.

## Notice of Open Meeting

Hermanson noted the meeting was posted according to law.

## Approval of agenda

Gilbertson motioned to approve the agenda and a second by Hammer. The motion was carried by unanimous vote.

## Approve minutes from previous meeting(s)

Consider and take action to approve the minutes of previous meeting(s).

Nagle motioned to approve the minutes as presented of the meeting from February 17, 2026. Altschwager seconded the motion. The motion was carried by unanimous vote.

## Public Comments (3 minute limit per person)

There were no members of the public in attendance for comment and there was no correspondence.

## New Business

1. Consider and take action to approve the Treasurer's Report and invoices

Financial report was presented by Altschwager who highlighted the balance of Rest Haven account and noted that there was a deposit of \$2,400 from 2023, but no clue as to from what. The Commission decided to remove the deposit from report but is still considered part of the CHLPC account. There was some discussion regarding revenues from the calendars, and the Commission will drop the price from last year's calendars to sell them. There was discussion about sponsors who complained about being omitted from calendar. There was \$1,500 in donations so far for the 2026 Concerts.

Gilbertson was to be reimbursed \$312 for stamps and an invoice from Minuteman Press for \$159.55 for promotional stickers for summer concert yard signs and banners was presented.

Motion by Nagle to use the HLPC account to reimburse Gilbertson for \$312 and to pay Minuteman Press \$159.55. Altschwager seconded the motion. There was no additional discussion. Roll call vote: 6-0.

2. Consider and take action to develop and prioritize capital improvement projects and budget for 2027

Bennett noted to the Commission that it should begin to think about what it would like to budget for in 2027 and what projects it would like to see as part of the City's Capital Improvement Projects list for 2027. Gilbertson suggested to budget for stamps and envelopes. Elling asked what to do with the HLPC account and not to focus on the Planning line item for historic preservation. Gilbertson

added that there's priority in completing the doors at the Rest Haven, then getting quotes for the bathrooms along with Nagle wanting to identify other houses for historic recognition that are not part of the walking tour. The Commission would like to get a view of the past five years of spending.

Staff will add this item to the next meeting agenda.

3. Consider and take action to bring to Council an updated project scope related to the installation of new front doors, electrical, and accessibility buttons for the Rest Haven building

The Commission discussed having double doors vs single door front entry and comparing that to having side door ADA entrance with initial information presented by Hermanson. Discussion included eliminating glass panels on the front door entryway and the possibility of an installer modifying door frames to fit for compliance. Additionally, whichever side the side door is ADA accessible, the corresponding bathroom would be formatted for ADA accessibility too. Gilbertson introduced the possibility of adding a coded deadbolt to the front doors like what the Recreation building has to possibly replace strike plate to save money and noted that the Rest Haven side and bathroom doors got kicked in repeatedly in the past. An option to amend the previous project scope was made to not make front doors ADA, but lock top and bottom. This option would need to be reapproved at Council. There was discussion regarding how the side door accessibility option may affect future breezeway plans. The Commission expressed concern about all doors matching from different vendors and installers. The Commission discussed a new recommendation for Council to amend the previous project and combine phase 1 and part of phase 2 and then approve door quotes, installer quotes, and push buttons at its next meeting.

Hermanson motioned to recommend to Council at the April 8th meeting to expand the project scope to include replacing the front and side doors, add ADA accessibility entry to one of the side doors and to increase the amount to \$50,000. A second to the motion by Gilbertson. There was no additional discussion. The motion was carried by unanimous vote.

4. Consider and take action to begin marketing and other preparations for the 2026 Summer Concert Series

An update on the progress of the Summer Concert Series was given that included which bands will be performing along with the ordering of some marketing materials. The Old Rock will be providing beer, a bartender, and appropriate insurance. Hermanson shared initial sponsors for the concerts. Altschwager will contact the Marines, Ice Cream Ladies, and other food vendors for the concerts.

There was discussion regarding the possibility of applying for a Tourism grant, but the Commission declined citing its local-oriented marketing strategy and difficulty in getting analytics to support the grant application. The Commission will use its print materials and promote on the City's website and Facebook pages.

5. Consider and take action regarding historic recognition efforts, specifically implementing placards installation and yard signs distribution

Gilbertson updated the Commission of the letters for property owners regarding the yard signs and bronze placards. A draft was created and edited after consulting with the City Attorney and City staff about the installation of the placards. There was a question if the letters were approved by the Commission if they would need to be reapproved prior to sending out. Staff confirmed they could be and will double check. Stamps for the mailings would be paid from the Planning budget's historical preservation line item. No action was taken.

6. Consider and take action regarding the draft application for the local historic designation of Fireman's Park Complex, located at 1049 Park Ave.

Bennett presented a draft application for the local historic designation of the Fireman's Park Complex. The Commission briefly reviewed the application materials and would like to review further. Final input for the application will take place at the next meeting.

7. Consider and take action regarding historic marketing activities, specifically regarding advertising in the 4th of July Ad Book

Gilbertson presented an ask for participating in the 2026 4th of July Ad Book. The Commission advertised in the book in 2025 with a half-page advertisement. Gilbertson presented additional options for advertising in the 2026 book.

Nagle motioned to approve purchasing a 1/2-page advertisement in the 2026 ad book for the 4th of July. A second by Altschwager. There was no additional discussion. The motion was carried by a roll call vote: 6-0.

### **Adjourn**

The next meeting will take place on Wednesday, April 22, 2026.

Altschwager motioned to approve adjourning the meeting. A second by Nagle. The meeting was adjourned by unanimous vote at 5:25pm.

\*\* These minutes will be approved at a future meeting and may be amended. These minutes are respectfully submitted by David Bennett, Communications and Economic Development Coordinator \*\*

## CHLPC TREASURER'S REPORT

April 12, 2026

<b>SUSAN STARE</b>	<b>CD</b>	<b>BALANCE</b>	<b>04.12.26</b>	<b>\$19,148.88</b>
<b>AUDITORIUM FUND</b>				
<b>WATER TOWER FUND 253474</b>		<b>BALANCE</b>	<b>04.12.26</b>	<b>\$10,704.85</b>
<b>Mary Poser/Former Columbus Auditorium Corporation</b>				
<b>2502700</b>	<b>CD</b>	<b>BALANCE</b>	<b>04.12.26</b>	<b>\$32,307.87</b>
<b>REST HAVEN IMPROVEMENT</b>				
<b>(new savings acct) 255362</b>				
			<b>Deposit</b>	
<b>Rest haven summer concert</b>	<b>donations</b>		03.26.26	\$1,750.00
			04.08.26	\$3,020.00
<b>BALANCE</b>				<b>\$143,849.42</b>
<b>CHLPC ACCOUNT 187450</b>				
<b>BALANCE</b>			<b>03.12.26</b>	<b>\$32,112.33</b>
			<b>Withdrawal</b>	
<b>Libby Gilbertson postage</b>			<b>03.26.26</b>	<b>\$312.00</b>
<b>Columbus 4th of July Organization</b>			<b>03.26.26</b>	<b>\$275.00</b>
<b>Minute man press</b>			<b>03.26.26</b>	<b>\$159.55</b>
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
2025 donation from Janet Groh	08.18.25	\$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
2026 Historic Calendar		\$8,073.00
		\$8,455.00

April 12, 2026

COLUMBUS PAVILION ADA ACCESSIBILITY FUND

ACCOUNT 250968	04.12.26	Total	\$4,046.11
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RESPECTFULLY SUBMITTED,  
BETH ALTSCHWAGER, TREASURER



## Agenda Item Report

**Meeting Type: Historic Landmarks Preservation Commission**

**Meeting Date: April 22, 2026**

**Item Title:** Consider and take action regarding the Council decision from its April 9, 2026, meeting requesting legal review of the Rest Haven project

**Submitted By:** David Bennett, Communications & Economic Development Coordinator

### Detailed Description of Subject Matter:

At the April 8, 2026, Council meeting, the Council addressed the adjusted scope of the Rest Haven project. There were concerns about legal risks of violating accessibility law or State bidding law. There was discussion of how capital projects are carried out.

Capital improvement projects would be recommended by HLPC would then be reviewed by Council and if approved, would be coordinated by the staff liaison and then delivered by Public Works. Public Works would perform the specs and bid process with assistance from the commission and staff. Once bid is presented to Council and if awarded, then Public Works proceeds to the next steps.

The Council took no action and would like the project reviewed by the City Attorney as recommended by the City Administrator.

Staff recommends that in the meantime, the Commission can use its resources and previous work to create proposals according to priority and based on the amount in the Rest Haven account and possible park planning.

### List all Supporting Documentation Attached:

None

### Action Requested of the Committee:

Direct Staff to meet with the City Attorney to review the project, specifically accessibility laws and State bidding law. Additionally, begin creating a new proposal following the recommendations of Council.

### Strategic Plan Objective(s):



## Agenda Item Report

**Meeting Type: Historic Landmarks Preservation Commission**

**Meeting Date: April 22, 2026**

**Item Title:** Consider and take action regarding the draft application for the local historic designation of Fireman's Park Complex, located at 1049 Park Ave.

**Submitted By:** David Bennett, Communications & Economic Development Coordinator

### Detailed Description of Subject Matter:

At the previous Historic Landmarks and Preservation Commission (HLPC) meeting, Staff presented a draft application for the local historic designation of the Fireman's Park Complex, located at 1049 Park Ave. Commissioners were given copies of the draft application for further review. Once any corrections, modifications, etc. are made, Staff will bring the finalized copy for a future meeting to officially submit the application for consideration, which then kicks-off the process for local historic designation.

There is concern as to how this designation impacts future park development along with impacts to the non-contributing buildings and structures in the Fireman's Park Complex. It could be possible to specify in the application that only the contributing structures and buildings as listed on the State and National Historic Registry would be impacted. Additionally, the designation would impact the currently ongoing Rest Haven upgrade project and HVAC upgrades to the Pavilion as they would have to follow the additional requirements that comes with local historic designation and slow the projects down even further. It is possible to delay the submission of the application until after those two projects with the understanding any future external projects to the Pavilion, Pavilion wall, and Rest Haven would abide by local historic designation rules.

As the City is the owner of the property and getting owner's written consent appears not to be a requirement of the application, Staff believe it would be good practice to acquire consent of proposed properties and recommends running the application through Council to obtain its blessing on this designation and having this done for future City-owned buildings and sites.

### List all Supporting Documentation Attached:

Draft application

### Action Requested of the Committee:

Review the draft application, amend or add information as needed, and determine if seeking Council approval, then determine future meeting to submit the application for review

### Strategic Plan Objective(s):

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

## APPLICATION FOR LOCAL LANDMARK/HISTORIC DESIGNATION

### CITY OF COLUMBUS, WI

### HISTORIC LANDMARK PRESERVATION COMMISSION

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

<b>Applicant's Contact Information</b>		
Name:		Phone:
Mailing Address:		
City:	State:	Zip:
Email:		
<b>Property Owner's Contact Information</b>		
Name:		Phone:
Mailing Address:		
City:	State:	Zip:
Email:		
<input type="checkbox"/> <b>Owner Consent.</b> Check if the property owner has given written consent of the proposed designation.		
<input type="checkbox"/> <b>Owner Notification.</b> Check if the property owner was notified of this application by certified mail.		
<i>If more than one property owner, please attach additional contact information for each.</i>		
<b>Property Description</b>		
Owner's Name(s): City of Columbus		
Historic Property Name: Fireman's Park		
Original Owner(s): City of Columbus		
Parcel Number: 814		
Property Address: 1049 Park Avenue		
City: Columbus		State: WI
Year Built: 1917, 1923		Architect: Alfred C. Clas
		Builder:
Legal Description: PRT OF LOTS 1 TO 12; BLK 1; FARNHAM ADD. (PARK)		Original Use: Park, dance hall, recreational wayside
<b>Additional Information (check any that is included)</b>		
<input checked="" type="checkbox"/> <b>Map.</b> Has a map delineating the boundaries and location of the property proposed for local designation been included with this application?		
<input checked="" type="checkbox"/> <b>Written Statement.</b> Has a description of the property and setting forth reasons in support of the local designation proposed been included with this application? Reasons must align was stated in 114-176.		

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

<b>Additional Information continued... (check any that is included)</b>	
<input type="checkbox"/> <b>Owner(s) Consent.</b> Has a written consent to the proposed designation been included with this application?	
<input type="checkbox"/> <b>Mail Certification.</b> Has confirmation of certified mail notifying the property owner been included with this application?	
<input type="checkbox"/> <b>Additional.</b> Has additional information, not requested on this application, been included with this application?	
<b>Criteria for Local Designation (check any that apply)</b>	
<input checked="" type="checkbox"/> <b>Significance.</b> The proposed property exemplifies, reflects, or holds significant value as part of the broad cultural, political, economic, or social history of the nation, state, or city.	
<input type="checkbox"/> <b>Historic Identity.</b> The proposed property is identified with historic personages or with important events in nation, state, or local history.	
<input checked="" type="checkbox"/> <b>Value.</b> The proposed property embodies 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.	
<input checked="" type="checkbox"/> <b>Representation.</b> The proposed property is representative of the notable work of a master builder, designer, or architect whose individual genius influenced his age.	
<input checked="" type="checkbox"/> <b>Community Identity.</b> The proposed property is identifiable by established and familiar visual features in the community owing to its unique location or physical characteristics.	
<b>Applicant Signature</b>	
Signature:	Date:

<b>** Required Application Materials **</b>
<ul style="list-style-type: none"><li>• Current and historic photographs of exterior of existing structure(s).</li><li>• Written 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.</li><li>• Written statement describing how this property meets at least one of the criteria for local designation as a landmark or historic district contained in Section 599.210 of the City Code.</li><li>• Written 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.)</li></ul>

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

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*DIVISION 9. HISTORIC SITES AND STRUCTURES*

**Sec. 114-173. Purpose and intent.**

It is declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements of special character or special historical interest or value is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people. The purpose of this division is to:

- (1) Effect and accomplish the protection, enhancement and perpetuation of such improvements that represent or reflect elements of the city's cultural, social, economic, political, engineering and architectural history.
- (2) Safeguard the city's historic and cultural heritage as embodied and reflected in such historic structures, sites, districts and neighborhoods.
- (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 for residents, tourists and visitors and to serve as a support and stimulus to business and industry.
- (6) Strengthen the economy of the city.
- (7) Promote the use of historic structures, sites, districts and neighborhoods for the education, pleasure and welfare of the people of the city.

(Ord. No. 643-09, §§ I, II, 4-8-09)

**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;
  - (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.

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

- (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.
- (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.
- (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.

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

- (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)

### **Sec. 114-181. Miscellaneous provisions.**

- (1) *Notice to preservation commission.* The city administrator or designee shall provide notice in writing to the chairperson of the preservation commission at least 15 days in advance of any forthcoming public hearings regarding zoning, conditional use or variance petitions involving designated properties. Additionally, the building inspector shall provide notice in writing to the chairman of the preservation commission at least 60 days in advance of plans by the city to alter or demolish a designated property owned by the city.
- (2) *Affirmation of existing codes and ordinances.* Nothing contained in this division shall supersede the powers of other local legislative or regulatory bodies, or relieves any property owner from complying with the requirements of any other applicable codes and ordinances.

(Ord. No. 643-09, §§ I, II, 4-8-09)

### **Sec. 114-182. Demolition and rescission.**

- (1) *Regulation of demolition.* No permit to demolish all or part of an historic structure shall be granted by the building inspector, except as follows:
- (a) At such time as a person applies for a permit to demolish such property, the application shall be filed with the preservation commission. Upon application, the preservation commission may refuse to grant such written approval for a period of up to ten months from the time of such application, during which time the commission and the applicant shall undertake serious and continuing discussions for the purpose of finding a method to save such property. During such period, the applicant and the commission shall cooperate in attempting to avoid demolition of the property. At the end of this ten-month period, if no mutually agreeable method of saving the subject property bearing a reasonable prospect of eventual success is underway or no formal application for funds from any governmental unit or nonprofit organization to preserve the subject property is pending, the common council may direct the building inspector to issue the permit to demolish the subject property without the approval of the preservation commission.
- (b) In determining whether to allow the issuance of a permit for any demolition, the preservation commission shall consider and may give decisive weight to any or all of the following:
1. Whether the building or structure is of such architectural or historic significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and the state.
  2. Whether the building or structure is of such old and unusual or uncommon design, texture and/or material that it could not be reproduced or be reproduced only with great difficulty and/or expense.
  3. Whether retention of the building or structure would promote the general welfare of the people of the city and the state by encouraging study of American history or architecture design, or by developing an understanding of American culture and heritage.
  4. Whether the building or structure is in such a deteriorated condition that it is not structurally or economically feasible to preserve or restore it, provided that any hardship or difficulty claimed by the owner that is self-created or is the result of any failure to maintain the property in good repair cannot qualify as a basis for the issuance of a demolition permit.

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

- (c) An appeal from the decision of the preservation commission to grant or deny a demolition permit or to suspend action on a demolition application may be taken to the common council by the applicant for the demolition permit or by the mayor or the council member of the district in which the subject building or structure is located. Such appeal shall be initiated by filing a petition to appeal specifying the grounds with the city clerk within ten days of the date the final decision of the preservation commission is made. The city clerk shall file the petition to appeal with the common council. After a public hearing, the council may by favorable vote of two-thirds of its members, reserve or modify the decision of the preservation commission if, after balancing the interest of the public in preserving the subject property and the interest of the owner in using it for his own purposes, the council finds that owing to special conditions pertaining to the specific piece of property, demolition will preclude any and all reasonable use of the property and/or a failure to approve the demolition will cause serious hardship for the owner, provided that any self-created hardship shall not be a basis for reversal or modification of the preservation commission's decision.
- (2) *Rescinding designation of historic structures, sites or structures within an historic district for economic reasons.* Any person who is listed as the owner of record of an historic structure, site, or structure within an historic district at the time of its designation who can demonstrate to the preservation commission that by virtue of such designation he is unable to find a buyer willing to preserve such an historic structure or site even though he has made reasonable attempts in good faith to find and attract such a buyer, may petition the preservation commission for a rescission of its designation. Following the filing of such petition with the secretary of the preservation commission:
- (a) The owner and the preservation commission shall work together in good faith to locate a buyer for the subject property who is willing to abide by its designation.
  - (b) If at the end of a period not exceeding 12 months from the date of such petition no such buyer can be found and if the owner still desires to obtain such rescission, the preservation commission shall rescind its designation of the subject property.
  - (c) In the event of such rescission, the preservation commission shall notify the city clerk, the building inspector and the city assessor of the rescission and shall cause the rescission to be recorded at its own expense in the office of the county register of deeds.
  - (d) Following such rescission, the preservation commission may not redesignate the subject property an historic structure or site for a period of not less than five years following the date of rescission.

(Ord. No. 643-09, §§ I, II, 4-8-09)

### **Sec. 114-183. Conformance with regulations.**

Every person in charge of any historic structure or site shall maintain the structure or site or cause or permit it to be maintained in a condition consistent with the provisions of this division. The city council may appoint the building inspector or other designee to enforce this division. The duties of the designee shall include periodic inspection at intervals provided by the city council of designated historic structures and sites. These inspections may include physical entry upon the property and its improvements with permission of the owner to ensure that interior alterations or maintenance will not jeopardize the exterior appearance or structural stability of the improvement. If an owner refuses permission for entry for purposes of inspection, the building inspector may obtain a warrant of entry pursuant to Wis. Stats. § 66.122, and take any other reasonable measures to further enforce this division.

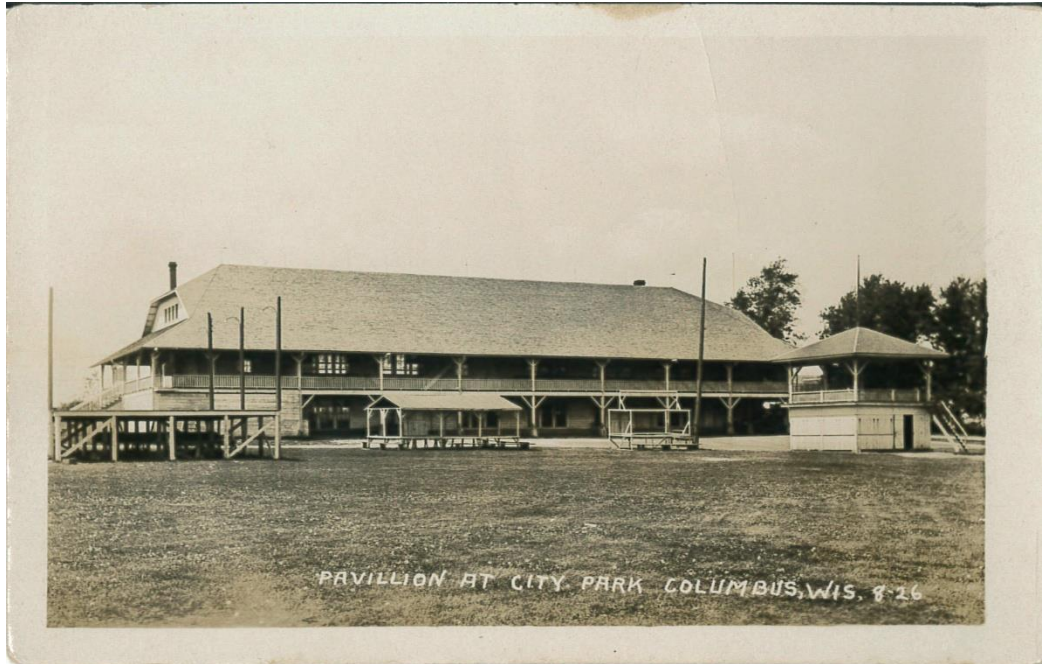
(Ord. No. 643-09, §§ I, II, 4-8-09)

Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.

**Current and historical photographs of the Columbus Fireman's Park Complex**



Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.



Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

Item #3.



Date application received: \_\_\_\_\_

Application received by: \_\_\_\_\_

**Written 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.**

The City of Columbus is the owner of the property. The Fireman’s Park Complex was adopted as a civic project by the City’s Fire Department. **The City of Columbus interested in local designation of this property because...**

**Written statement describing how this property meets at least one of the criteria for local designation as a landmark or historic district contained in Section 599.210 of the City Code.**

**Significance.** The proposed property exemplifies, reflects, or holds significant value as part of the broad cultural, political, economic, or social history of the nation, state, or city.

The Columbus Fireman’s Park Complex, especially the Pavilion contributed to the cultural history of Columbus as it was utilized as a dance hall and hosts concerts and events to this day. The Rest Haven hasn’t been a reliable contributor towards Columbus’ cultural history since its heyday was a rest stop for auto tourists. The Rest Haven is still used by the Recreation Department and occasional city events. The park complex features a baseball field, golf course, and aquatic center that significantly contribute to the social history of Columbus as notable gathering places.

**Historic Identity.** The proposed property is identified with historic personages or with important events in nation, state, or local history.

**Value.** The proposed property embodies 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.

The Pavilion has a massive roof and clipped Jerkin-head gables reminiscent of Alpine house-barns and was built in 1917. The Rest Haven was designed in the prairie school style by Alfred Clas and built in 1923. The prairie school style was popularized by Frank Lloyd Wright, although short-lived as a main-stream architectural style. Alfred Clas notably designed several prominent buildings in Milwaukee, WI.

**Representation.** The proposed property is representative of the notable work of a master builder, designer, or architect whose individual genius influenced his age.

The Rest Haven was designed in the prairie school style by Alfred Clas, a noted architect in Milwaukee, WI. Although not much is known about his influence,

Date application received: \_\_\_\_\_

Application received by:

Alfred's architectural firms have an extensive portfolio within Sauk County and Milwaukee along with some buildings in the Madison area.

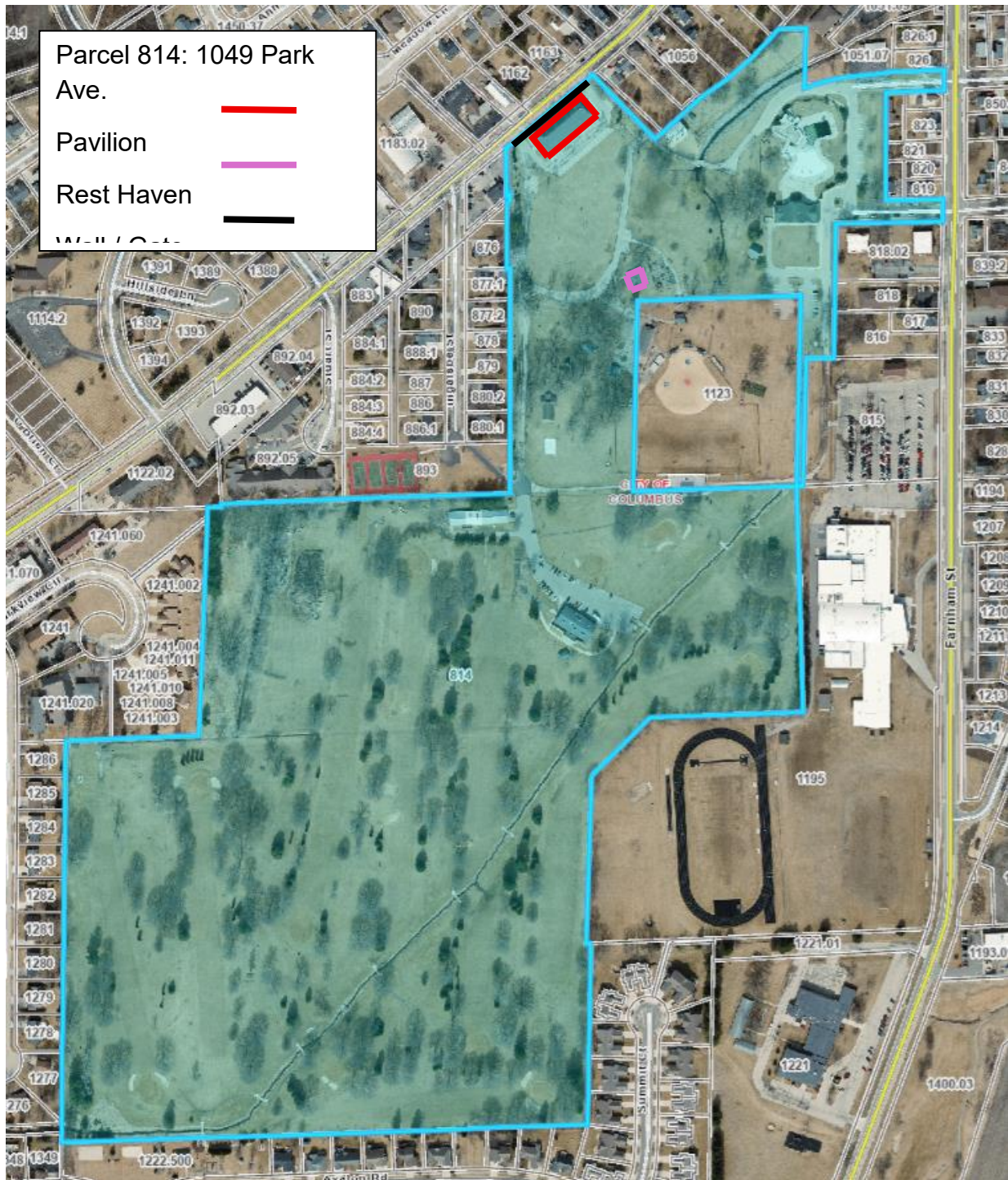
**Community Identity.** The proposed property is identifiable by established and familiar visual features in the community owing to its unique location or physical characteristics.

The Fireman's Park Complex is recognized by the Pavilion. The aquatic center was designed featuring elements of the Pavilion. Both the Pavilion and aquatic center are utilized by residents and visitors of Columbus. The parcel also contains the Columbus Country Club golf course.

**Written 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.)**

The structures of the Fireman's Park Complex as listed in the State and National Historic Registry are overall in very good condition as both the Fireman's Park Pavilion and the Rest Haven have been well maintained throughout the years. Both buildings retain nearly all of their historic significance as the designs have not been altered in any significant way. The Pavilion has had new wooden stairs constructed in the same style as the previous stairs. The Rest Haven had a metal roof installed and in process of replacing entry doors that will match the style of the previous doors. The Rest Haven's bathrooms are in need of upgrading. The wall / gateway structure is currently in need of some TLC along the section that has been covered with a cement façade. The wall / gateway also will need to be modified at the north end as it does not comply with vision triangle safety code.

**Map.** Parcel map delineating the boundaries and location of the property proposed for local designation.



**Written Statement.** Has a description of the property and setting forth reasons in support of the local designation proposed been included with this application? Reasons must align was stated in 114-176.

Date application received: \_\_\_\_\_

Application received by:

Item #3.

Parcel 814, the Fireman's Park Complex, located at 1049 Park Avenue is a jewel in the Columbus community. What was once the outskirts of town is now roughly in the middle of the corporate limits. The park complex features a grand pavilion, several outdoor recreation spaces, aquatic center, and a golf course. The parcel surrounds a sports complex consisting of a baseball and football field combination and a beer garden.

The Fireman's Park Complex is currently registered with the state and national historic registry and meets at least one of the criteria for local designation. The contributing buildings and structures consist of the Pavilion, the wall and gate to the park, and the Rest Haven. Local designation would follow much of the purpose and intent as stated in the Zoning Code, Chapter 114, Article V, Division 9 for Historic Sites and Structures.

**Owner(s) Consent.** Has a written consent to the proposed designation been included with this application?

**Additional.** Has additional information, not requested on this application, been included with this application?



## Agenda Item Report

**Meeting Type: Historic Landmarks Preservation Commission**

**Meeting Date: April 22, 2026**

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**Item Title:** Update of the results regarding the letters sent to notify property owners about getting historic recognition placards and yard signs

**Submitted By:** David Bennett, Communications & Economic Development Coordinator

**Detailed Description of Subject Matter:**

Commissioner Gilbertson has sent out the finalized versions of the letters to property owners soliciting interest in the owners' obtaining bronze placards and yard signs for properties identified as historic in town. The bronze placards availability and the partnership with the Columbus Area Historical Society in mounting the placards are highlighted.

**List all Supporting Documentation Attached:**

Historic recognition placards and yard sign letters

**Action Requested of the Committee:**

None

**Strategic Plan Objective(s):**

**CITY OF COLUMBUS**  
 Historic Landmarks Preservation Commission  
 105 N. Dickason Blvd  
 Columbus, WI 53925



March 15, 2026

Dear Property Owner:

In 1992, the National Register of Historic Places identified our downtown business neighborhood as the **Columbus Downtown Historic District**. This district is roughly bounded by Mill, Water, and Harrison Streets, along with Dickason Boulevard. This 10-acre area features 79, mostly cream-brick, buildings constructed between 1852 and 1938, serving as the city's commercial hub. In addition, Columbus has several other historic districts that have also been identified by the National Register of Historic Places:

**Prairie Street Historic District:** A residential district comprising 39 houses, two carriage houses, and a church, showcasing diverse architectural styles, including Victorian Gothic and American Craftsman. It is noted for its large, subdivided lots and houses dating from 1860 to 1936.

**Dix Street-Warner Street Historic District:** A residential area on the west side featuring 26 houses, highlighting residential development patterns.

**South Columbus Historic District:** Recognized for its well-preserved, cohesive neighborhood, illustrating early 1800s development patterns

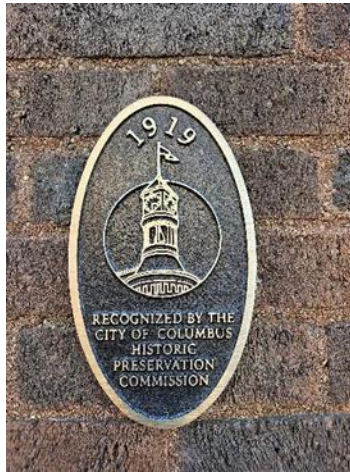
Shortly after the historic downtown identification in the 1990's, the Columbus Historic Landmarks and Preservation Commission (CHLPC) was able to support this identification with bronze plaques that were mounted on the exterior of some of the historic downtown buildings.

Today, CHLPC has identified the remaining historic buildings in this historic district. The commission has purchased similar plaques for the remaining properties and would like to include your building by identifying it as part of the Columbus Downtown Historic District. These additional bronze plaques that have been purchased are specific to each property with the year that the property was built and still contains the Columbus City Hall clock tower like the plaques mounted in the 1990's. This plaque is available to you at no cost.

The intent of this plaque is to have it displayed on the street address side on the exterior of your building so it can be identified as one of the buildings in the Columbus Historic Downtown District. Mounting this plaque will require specialized tools that can penetrate the concrete and will be positioned consistently with the other plaques already mounted in this district. Care should be given to avoid damaging brick and mortar and preserving the integrity of the exterior.

Below is a visual of the bronze plaque that was mounted on some of the buildings in the 1990's and is like the new plaque designated for your building:

**CITY OF COLUMBUS**  
 Historic Landmarks Preservation Commission  
 105 N. Dickason Blvd  
 Columbus, WI 53925



Mounting these plaques should occur in the spring when the weather has warmed. CHLPC has enlisted a partnership with the Columbus Area Historical Society to coordinate the mounting of the plaques. We invite you to accept the plaque for your building by contacting Duane Gilbertson, the volunteer from the Columbus Area Historical Society who is coordinating the mounting of the plaques at 608.566.8861 or by email at [duane.g.gilbertson@gmail.com](mailto:duane.g.gilbertson@gmail.com)

If you are interested in learning more about the National Register of Historic Places or Wisconsin Historic Property tax credits, that can be found here:

<https://wisconsinhistory.org/Records/Article/CS15299>

If you would like to learn about the city of Columbus' façade (exterior presentation of your building) grant program for the downtown buildings, you can find that here:

<https://www.cityofcolumbuswi.com/2546/Facade-Grants>

If you have any further questions, please feel free to contact us. Thank you for your support in Columbus's local history.

Sincerely,  
 Libby Gilbertson, CHLPC Vice Chair / Member of the Columbus Area Historical Society  
 920.946.4475 [dulib913@gmail.com](mailto:dulib913@gmail.com)  
 Brian Nagle, CHLPC Commissioner  
 503.869.1051 [brianjnagle@gmail.com](mailto:brianjnagle@gmail.com)

**CITY OF COLUMBUS**  
 Historic Landmarks Preservation Commission  
 105 N. Dickason Blvd  
 Columbus, WI 53925



Dear Homeowner:

Thank you for being a steward to one of Columbus's historic homes! Columbus has a long history of preservation and honoring architecture that goes along with the homes and businesses in our community. We have over 200 century-old buildings in our little town, along with a rich legacy of manufacturing and farming.

The city of Columbus has several historic districts in the community:

**Columbus Downtown Historic District:** This 10-acre area features 79, mostly cream-brick, buildings constructed between 1852 and 1938, serving as the city's commercial hub. It includes the Farmers and Merchants Union Bank, designed by Louis Sullivan, and was a filming location for the 2009 movie Public Enemies.

**Prairie Street Historic District:** A residential district comprising 39 houses, two carriage houses, and a church, showcasing diverse architectural styles, including Victorian Gothic and American Craftsman. It is noted for its large, subdivided lots and houses dating from 1860 to 1936.

**Dix Street-Warner Street Historic District:** A residential area on the west side featuring 26 houses, highlighting residential development patterns.

**South Dickason Boulevard Residential Historic District:** Recognized for its well-preserved, cohesive neighborhood, illustrating early 1800s development patterns.

As you may be aware, your property is featured in the Columbus History and Architecture Tour book. This walking tour book was developed to assist those visiting and living in Columbus to get a visual presentation of our community's architecture and learn about the city's historic properties, such as the year it was built, who built the home, and an introduction to that individual, along with their contribution to our community.

The Columbus Historic Landmarks and Preservation Commission (CHLPC) has purchased a marker for each of the residential properties on this walking tour, noting the year it was constructed and who the first homeowner was. You may have seen these markers in front of other homes around Columbus. The new markers have an updated appearance from the marker that was displayed in prior years, which most have since deteriorated and are no longer displayed.

**CITY OF COLUMBUS**  
 Historic Landmarks Preservation Commission  
 105 N. Dickason Blvd  
 Columbus, WI 53925



Previous Design



New Design

These new markers are available to you at no cost. They come with two small fence posts that will be attached to the marker and can easily be placed into the ground. The intent is to leave the markers in the ground year-round, as the product that was chosen for the new sign is weather-resistant with a reportedly long life. In the past, homeowners placed them in a section of their yard that did not require them to be moved when lawn care or maintenance needed to be completed, as well as in a highly visible spot that allowed those on the walking tour to easily see them from the sidewalk.

During the months of April and May, volunteers will place your new marker near the front entrance of your home, such as on the porch, so that you can display it in an outdoor spot of your choosing. We encourage you to call the Diggers Hotline prior to putting the sign into the ground: 811 or 800-242-8511. We are hopeful that you will find the new marker attractive and will be eager to display it to identify your historic home. If you are interested in learning more information about the National Register of Historic Places or Wisconsin Historic Property tax credits, that can be found here:  
<https://wisconsinhistory.org/Records/Article/CS15299>

Thank you for supporting Columbus's historic preservation mission!

Sincerely,

Libby Lienke-Gilbertson, CHLPC Commission Vice Chair

920.946.4475 dulib913@gmail.com

Brian Nagle, CHLPC Commissioner

503.869.1051 brianjnagle@gmail.com



## Agenda Item Report

**Meeting Type: Historic Landmarks Preservation Commission**

**Meeting Date: April 22, 2026**

**Item Title:** Consider and take action regarding 2027 budget planning and capital improvement projects

**Submitted By:** David Bennett, Communications & Economic Development Coordinator

### **Detailed Description of Subject Matter:**

Staff has provided a spending trends that spans from 2021 through 2026 so far. Due to multiple Treasurers and how the City has handled historic preservation activities and the Historic Landmark Preservation Commission's projects, it was difficult to figure out how everything was coded for consistent accounting.

The Commission has primarily spent monies to host the Summer Concerts that have made up the bulk of the spending from the Rest Haven Improvement and CHLPC General Accounts. Other major spending in this time frame came from working with a designer for Rest Haven Plans and the Pavilion windows project.

Staff would like to recommend that this Commission come up with a list of projects for 2027 in anticipation of the next couple of meetings to discuss them in detail and decide on prioritization of them. This would include potential capital improvement projects.

### **List all Supporting Documentation Attached:**

2021 – 2026 Spending Trends

### **Action Requested of the Historic Landmarks Preservation Commission:**

Begin developing a comprehensive list of projects and initiatives to be discussed at the next meeting.

### **Strategic Plan Objective:**

## 2021-2026 HLPC Spending Trends (as of 4/15/2026)

Account Code	Account Description	2024 Spend	2025 Spend	2026 Spend
100-511421-311	Planner; Historic Pres. Operating Expenses	\$0.00	\$3,684.69	\$0.00
810-511800-310	HLPC; Operating Expenses	\$254.69	\$0.00	\$0.00
810-511800-313	HLPC; Print/Publish	\$1,566.32	\$0.00	\$0.00
810-511800-318	HLPC; Advertising	\$586.15	\$0.00	\$0.00
810-511800-400	HLPC; Project – Pavilion	\$0.00	\$0.00	\$0.00
810-511800-450	HLPC; Project – Rest Haven	\$0.00	\$0.00	\$0.00
810-511800-500	HLPC; Other Projects	\$5,742.30	\$0.00	\$0.00
810-511800-511	HLPC; Insurance	\$0.00	\$0.00	\$0.00
	Susan Stare Auditorium Fund	\$0.00	\$0.00	\$0.00
	Water Tower Fund	\$0.00	\$0.00	\$0.00
	Mary Poser/Auditorium Corp.	\$0.00	\$0.00	\$0.00
	Rest Haven Improvement	\$5,015.47	\$4,568.16	\$785.00
	CHLPC General Account	\$3,511.54	\$1,942.52	\$0.00

Account Code	Account Description	2021 Spend	2022 Spend	2023 Spend
100-511421-311	Planner; Historic Pres. Operating Expenses			\$0.00
100-511210-312	Hist. Pres. Supplies	\$0.51	\$0.00	
100-511210-315	HLPC Maintenance	\$0.00	\$0.00	
100-511210-317	Hist. Pres. Meetings	\$0.00	\$0.00	
100-511210-318	Hist. Pres. New Projects	\$1,196.43	\$195.00	
810-511800-310	HLPC; Operating Expenses			\$307.50
810-511800-313	HLPC; Print/Publish			\$2,019.45
810-511800-318	HLPC; Advertising			\$0.00
810-511800-400	HLPC; Project – Pavilion			\$14,474.96
810-511800-450	HLPC; Project – Rest Haven			\$0.00
810-511800-500	HLPC; Other Projects			\$3,540.52
810-511800-511	HLPC; Insurance			\$0.00
	Susan Stare Auditorium Fund		\$0.00	\$0.00
	Water Tower Fund		\$0.00	\$0.00
	Mary Poser/Auditorium Corp.		\$0.00	\$0.00
	Rest Haven Improvement	\$1,420.14	\$3,789.90	\$13,16.34
	CHLPC General Account	\$302.85	\$1,884.63	\$522.99
	Unattributable	\$1,143.74		

## Roles and Responsibilities of City of Columbus Boards, Committees, and Commissions

Section 2-41 of the City Code was updated on March 8, 2025, as part of Ordinance 799-25 Concerning Committees, Commissions, and the way the City Council conducts its business.

Notable changes include:

- Unless required by statute, all committees, boards, and commissions (BCC) will:
  - Have 7 members, appointed for 3-year terms.
  - Have members appointed by the Mayor subject to approval by the Council.
  - Have 1 Council member that will have the ability to vote.
  - Have 1 City staff that is a non-voting member and acts as secretary.
  - Have City staff develop memos and share support materials in meeting packets when agendas are posted.

There are various other general responsibilities that Staff have as liaisons to each BCC:

- Assist in doing legwork for BCC-recommended projects.
- Act as point-of-contact or coordinator for BCC-recommended projects.
- Manages the department budget(s) according to Council approval and BCC recommendation along with submitting invoices and receipts to the Finance Office according to City purchasing policy.
- Inform the BCC of relevant policies and procedures.
- Any additional or required responsibilities and duties as required by Ordinance and/ or Statute.

There are various other general responsibilities that each BCC has:

- Make high-level recommendations of projects to be reviewed by the Council.
- Make recommendations for department budgets and capital projects as needed and appropriate.
- Follow-up on directives from the Council.
- Direct Staff liaisons for research, legwork, and follow-up.
- Any additional or required responsibilities and duties as required by Ordinance and/ or Statute.