



## **MEETING NOTICE**

### **AGENDA FOR LONG RANGE PLANNING COMMITTEE**

A Long Range Planning Committee meeting will be held on  
**Tuesday, August 24, 2021 at 5:30 PM**  
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

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#### **Join Zoom Meeting:**

**Meeting Link:** <https://us06web.zoom.us/j/93324698850?pwd=cJMMXQyN3BpNjYxeW1jM1JVUkhkdz09>

**Meeting ID:** 933 2469 8850 | **Passcode:** LRPC1234

**Dial by your location:** +1-312-626-6799 US (Chicago)

#### **1. AGENDA:**

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- A. Call to Order - Roll Call
- B. [Approval of 7-27-2021 Long Range Planning Committee Meeting Minutes](#)
- C. Discussion of Mural at 1118 Superior Ave
- D. [Reviewing Certificate of Appropriateness at 1104 Superior Avenue - Façade Restoration](#)
- E. Building Inspector Project Updates
- F. Administrator Updates

#### **2. NEXT MEETING DATE: September 28, 2021**

#### **3. ADJOURNMENT**

**NOTICE:** It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact JoAnn Cram, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.



## LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, July 27, 2021** at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI, and via Zoom teleconference. The meeting access information was provided on the posted agenda. The meeting agenda notice was posted at City Hall and on the City's website in compliance with the provisions of Section 19.84 Wisconsin Statutes.

**Call to Order – Roll Call:** Member Chair Remy Gomez called the meeting to order at 5:30 p.m. Members present: Adam Gigous, Remy Gomez, Jeff Holthaus, Dustin Powell, Tina Thompson, and Shawn Zabinski. Absent: Mike Murray, Pete Reichardt, and Joanne Westpfahl. Quorum present.

Also in attendance: Building Inspector Shane Rolff, City Administrator Brad Hansen, Deputy City Clerk Berta Downs, Deputy City Clerk Matt Baumgartner, Business Owner Mark Mueller, Business Owner Pete Thorson, and Alderperson Nellie Pater.

**Approval of June 22, 2021 Minutes:** Motion by Holthaus, second by Gigous to approve the minutes of the June 22, 2021 meeting. Motion carried.

**Reviewing Certificate of Appropriateness – 1021 Superior Ave (Signage):** Associated Accounting has submitted an application for certificate of appropriateness for signage at 1021 Superior Avenue, Tomah. The proposed work will include a new wall and ground sign, adding/changing the dimensional lettering to the exterior of the building.

Motion by Powell, second by Thompson to approve the Certificate of Appropriateness for Associated Accounting at 1021 Superior Avenue, Tomah, as submitted. Motion carried.

**Downtown Design Standards Amendment – Colors & Materials:** Rolff reviewed MSA's edits to the Downtown Design Standards that was amended by the Long Range Planning Committee at a previous meeting. The document presented showed what the language would look like once the standards were codified. Information only, no action needed on this item.

**Discussion of Hydraulic Analysis and Study of Deer Creek and Related Areas:** Chairperson Gomez advised this item will be discussed with the Planning Commission as it is a zoning concern.

**TID 8 Amendment Map and Discussion:** Chairperson Gomez advised this agenda item has been a subject of council recently and the Council has opted to hold a Special Council Meeting in regard to the city's TID/TIF's to be held on Tuesday, August 10, 2021.

Chairperson Gomez recognized Mark Mueller in attendance and offered for him to speak in regard to the TID 8 amendment. Mark Mueller, owner of Deer Creek Dental, presented traffic and safety concerns with the frontage road area near the Tomah Area Credit Union, Post Office, BP Smokehouse, and his entrance to Deer Creek Dental and has had this concern for years now. Mueller advised he addressed the council back in 2014 and was ensured his concerns would be looked into. Mueller is asking has anything been done about traffic safety in that intersection, any long range plans, is this on anyone's radar with his biggest concern of safety. Discussion was held on the traffic congestion, increase of residency with the new apartment complex, safety concerns, and grant writing with the DOT to help assist with funding for this area. Building Inspector Rolff advised this topic has been placed on the Public Works and Utilities Commission agenda for discussion to be held Wednesday, July 28, 2021.

**Building Inspector Project Updates:** Rolff advised Cardinal Glass is still moving forward with their project. Courtesy Corp is moving forward with the new store and provided site plans for tearing down and rebuilding. An interest/inquiry was received from a local realtor for the property adjacent to Walmart.

**Administrative Updates:** Hansen advised with TID 11 there will be an increment with the McDonald's improvement and another increment with an individual who submitted a permit for improvement.

**Next Meeting Date:** August 24, 2021.

**Adjournment:** Motion by Thompson, seconded by Powell to adjourn at 6:08 p.m. Motion carried.

Respectfully submitted by:

*Berta Downs*

Berta Downs, Deputy City Clerk, July 28, 2021

# Certificate of Appropriateness

## City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

Address of Property:

1104 Superior Avenue, Tomah

Property Owner Name:

ROsemeyer Rentals, LLC - Erica Taylor ROsemeyer

Property Owner Address (if different from Address of Property):

1321 Grant Street

Tomah  
MunicipalityWI  
State

Property Owner Phone Number: (Home/Mobile):

608 385 9997

Have you reviewed the Downtown Tomah Design Standards (if applicable)?

☒ Yes☐ No☐ Not Applicable

Have you reviewed the City's Historic Preservation Ordinance (if applicable)?

☒ Yes☐ No☐ Not Applicable

Is your property a historic site, in a historic district, or contain a historic structure?

☐ Yes☐ No

UNSURE

Scope of project to include: (Please check appropriate items.)

☐ New Construction☐ Siding☐ Signage☐ Building Addition☐ Landscaping / Fencing☐ Exterior Lighting☒ Façade Restoration☐ Parking / Rear Access☐ Other: \_\_\_\_\_☐ Awning/Canopy/Shutters☐ Doors, Windows, & Entrances☐ Roofing☒ Exterior Painting

Briefly explain the proposed work: (Attach extra sheets if necessary.)

- painting black areas black and pink arches black - placing horizontally positioned dark stained wood inside of arches - painting lower pink stone white.
- painting chipped paint over entrances white.
- please see attached sheet for visual reference.

Last Modified: March 2, 2017

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# Certificate of Appropriateness

## City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

**Please submit the following information:**

- One historical (if available) and one modern photograph of building
- Eight (8) copies of plans of proposed work, including color and/or material samples if appropriate.
- A completed downtown design standards checklist

Estimated total cost/budget for proposed project:

\$150<sup>00</sup>

Do you have any questions or concerns?

no

I understand the criteria for this application, approval and reviews by the Long Range Planning Committee and/or Historic Preservation Commission (check with Zoning Administrator if unknown whom will review), and agree to be subject to the Downtown Design Standards and/or Historic Preservation Ordinance (if applicable) for the above described work in accordance with City ordinances.

Signed: Erica Resenyer

Date: 7/28/21

Property Owner / Applicant

### FOR OFFICE USE ONLY

Application Number: Shane Rolff

Received By: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Approved or Denied?: 8/16/2021

Date Received: \_\_\_\_\_

Conditions of Approval or Reasons for Denial:

# Checklist

	Applicant	Staff / ZA	LRPC	
<b>Colors &amp; Materials Standards</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. There are NO day-glo or fluorescent colors used on the building.
<div>NA</div>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. There are NO bright colors used as the primary facade color.
Comments (office use only):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Gravel aggregate materials, rough sawn wood, vinyl siding, manufactured stone veneer and polished stone are NOT being used on any facade.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. <b>Downtown Core Only</b> , metal panel/siding systems and other panelized products are:
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> NOT visible from Superior Avenue (including corner facades), -AND- <input type="checkbox"/> Does NOT cover more than 25% on all other facades (excluding Superior Avenue).
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. <b>Transitional Area Only</b> , metal panel/siding systems and other panelized products do NOT cover more than:
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> 25% of facades facing Superior Avenue -AND- <input type="checkbox"/> 50% of all other facades.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. EIFS, metal panel/siding systems and other panelized products are NOT used at the base of the building (from 0-3 feet above street grade).
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. A picture and a sample of each exterior material -AND- a facade illustration indicating colors/materials is submitted.

Design Standards Checklist



# Checklist

	Applicant	Staff / ZA	LRPC	
<b>RESTORATION &amp; PRESERVATION</b>				
<b>Historic Cleaning &amp; Restoration Standards</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. No use of chemical or physical treatments that could damage existing painted brick or stone, such as sandblasting.
<div>NA</div> Comments (office use only):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. If necessary, surface cleaning will use the gentlest means possible. A surface cleaning test was conducted to determine the most appropriate cleaning method.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. New mortar matches the original brick and mortar joint profile, including width and depth, -AND- mortar duplicates the original in color, texture and strength.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Existing historic base panels are not planned to be filled in with concrete block, unless it matches the primary facade material. Brick, if used to infill a historic base panel, will match the building as closely as possible in size, color, and texture.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Masonry on historic structures will NOT be painted, or stuccoed, if it has not been painted historically.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Existing entry openings on historic structures are retained, where feasible. If additional entry openings are needed (i.e., for deliveries) they will be placed at regular intervals and should be of similar proportions as the original entry.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Existing window openings on facades facing a public street are retained.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Original or historic features, including columns, bulkheads, transoms and moldings, are retained, if possible.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	9. Inappropriate past additions to buildings should be considered for removal, including siding, signs, wood filler in window openings, stucco, or exterior siding materials



Current

Item D.



- Pink stone on bottom to be painted white
  - Pink arches to be painted black and covered with horizontally positioned, weather resistant stained dark brown 1x6's
  - The rest of the area will be painted black
  - White chipping paint at entrance will be removed and re-painted
- \* Please see sketched picture for visualization \*



**PROPOSED PLAN FOR ESTHETIC AND VISUALLY APPEALING CURB APPEAL**

