



## HISTORIC PRESERVATION AND DOWNTOWN DESIGN COMMISSION AGENDA

WEDNESDAY, SEPTEMBER 21, 2022 AT 6:00 PM

WATERTOWN CITY HALL, 106 JONES STREET, ROOM 2044

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**1. CALL TO ORDER - DETERMINE QUORUM**

**2. REVIEW AND APPROVE MINUTES**

- A. Historic Preservation and Downtown Design Commission meeting minutes from April 20, 2022 and May 25, 2022

**3. BUSINESS**

- A. Update on 2022 Façade Grant Projects
- B. Review and make recommendations as appropriate regarding the painting project for the barriers on the Main Street Bridge
- C. Discuss a new project – creating a “plaque” for the downtown building windows that lists date and a brief history

**4. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@CityofWatertown.org](mailto:mdunneisen@CityofWatertown.org), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
April 20, 2022

Section 2, Item A.

Members present: Steve Board, Melissa Lampe, Candy Stramara, Jill Nadeau, Barry Ashenfelter, Ellen Klaus and Mike Trego. Also present: Zoning Administrator Jacob Maas and Dan Rahfaldt.

1. Call to Order.  
Chairperson Board called the meeting to order at 6 p.m.
2. Review and approve minutes from March 17, 2022 meeting and April 6, 2022 special meeting.  
Motion by Ashenfelter, second by Nadeau, to approve minutes from the March 17, 2022 meeting. Motion carried. Motion by Ashenfelter, second by Nadeau, to approve minutes from the April 6, 2022 special meeting. Motion carried.
3. Election of officers for 2022  
Motion by Klaus, second by Ashenfelter, to retain the existing slate of officers:  
Chairperson – Steve Board  
Vice-Chairperson – Candy Stramara  
Secretary – Melissa Lampe  
  
Motion carried.
4. Review and make recommendation for a Certificate of Appropriateness for a sign located at 114 N. Water St.  
Motion by Trego, second by Ashenfelter, to approve the sign artwork as presented. Motion carried.
5. Update on 2022 façade grants  
Lampe provided an update on the notification of façade grant awards. The commission then revisited the sign artwork for Sassy Sweets, 112 N. Third St. Motion by Stramara, second by Ashenfelter, to approve the sign artwork with the more muted green color as presented. Motion carried.  
  
Property owner Dan Rahfaldt was present to provide an update on design selections for his three properties that are receiving grant funding this year. Rahfaldt requested approval for the trim colors at 314 E. Madison St. to be painted black with accents of cream against the natural brick. Motion by Klaus, second by Stramara, to approve this request. Motion carried.  
  
Rahfaldt also requested to use the color black on the exterior trim of his property at 207 S. Third St. Motion by Nadeau, second by Trego, to approve request as presented. Motion carried.
6. Adjournment  
Motion by Klaus, second by Trego, to adjourn. Motion carried.

Respectfully submitted,  
Melissa Lampe  
Commission Secretary

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
May 25, 2022

Section 2, Item A.

Members present: Steve Board, Melissa Lampe, Candy Stramara, Jill Nadeau, Barry Ashenfelter, Ellen Klaus and Mike Trego.

1. Call to Order.  
Chairperson Board called the meeting to order at 6 p.m.
2. Review and approve minutes from April 20, 2022 meeting. Motion by Trego, second by Stramara, to approve as presented. Motion carried.
3. Review and approve: sign design for Wilder's Plants, 314 E. Madison St.  
Motion by Stramara, second by Trego, to approve sign artwork as presented. Motion carried.
4. Adjournment  
Motion by Nadeau, second by Trego, to adjourn. Motion carried.

Respectfully submitted,  
Melissa Lampe  
Commission Secretary