

**CITY OF SPARTA**  
**HISTORIC PRESERVATION MEETING AGENDA**  
**May 18, 2016**

**CITY HALL**

**6:00 p.m.**

- 1. Call meeting to Order**
- 2. Election of Chairman**
- 3. Consent Agenda: Consisting of the minutes from the April 20, 2016 meeting**
- 4. Consideration of Sign Approval for Austin Menn for Upland Properties, LLC for corner of 128 S. Water Street**
- 5. Consideration of Remodeling for Mark Meyer, River Road Rentals, LLC located at 138 N. Water Street**
- 6. Items for future consideration**
- 7. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting  
but no action will be taken by the Council

Posted: 5-17-16

**CTIY OF SPARTA**  
**HISTORIC PRESERVATION MINUTES**  
**April 20, 2016**

**PRESENT: Kevin Riley, Deb Moore, Sandie Perry, Patricia Eggers, Janet Horstman**  
**ABSENT: Julian Hutchinson, Paul Kuester**

Chairman Kevin Riley called the meeting to order at 6:00 p.m.

**A motion was made by Sandie Perry and seconded by Deb Moore to approve the minutes of November 18, 2015. Motion carried 5-0.**

There was a request presented to the Commission from Austin Menn from Upland Properties, LLC for sign approval for property located at 128 S. Water Street. Mr. Menn was not at the meeting and there was not enough information presented on his application for the Commission members to make a decision. No action was taken at this time.

There was a request presented for sign approvals of the Monroe County Justice Center. There is a sign going across the front of the building and then one closer to the street. **A motion was made by Janet Horstman and seconded by Deb Moore to approve the sign going across the front of the building and hold off on the other sign until we find out more on the location and colors. Motion carried 5-0.**

Janet Horstman presented a sign request for WTC located at 112 S. Water Street. **A motion was made by Deb Moore and seconded by Pat Eggers to approve the sign for WTC at 112 S. Water Street. Motion carried 4-0-1 with Janet Horstman abstaining.**

Items for Future Consideration were:

Send sign application to Big Rooster, Antique Shop, Fudge Man and Tom Brown's old building

**A motion was made by Deb Moore and seconded by Janet Horstman to adjourn at 6:30 p.m. Motion carried 5-0.**

Submitted by:

Julie Hanson  
City Clerk

Addition to April 20, 2016 minutes.

The Monroe County Justice Center needed the sign approved as soon as possible and apparently the sign has already been made.

I e-mailed the information which included colors and location of sign to the members that had attended this meeting. I asked for approval by e-mail. Here are the responses: Janet Horstman – Yes; Kevin Riley – Yes; Deb Moore – Yes; Sandie Perry – Yes.

Julie Hanson  
City Clerk

# CITY OF SPARTA

201 W. OAK STREET SPARTA, WI 54656

PERMIT NO. \_\_\_\_\_

## APPLICATION FOR SIGN PERMIT

THE UNDERSIGNED HEREBY MAKES APPLICATION TO ERECT A SIGN SPECIFIED HEREIN, AND DOES AGREE THAT THE PROVISIONS OF THE SIGN ORDINANCE, BUILDING CODE AND ZONING ORDINANCE WILL BE COMPLIED WITH WHETHER THE SAME ARE SPECIFIED HEREIN OR NOT.

**GENERAL**

LOCATION: SE Corner at 128 S. Water St. Suite B			
OWNER: Upland Properties LLC	PHONE: (608) 778-8879		
ADDRESS: 20473 Mesab. Ave	CITY: Norwalk	STATE: WI	ZIP: 54648
SIGN ERECTOR: Austin Mann	PHONE: (608) 778-8879		
ADDRESS: 19371 Mesab. Ave	CITY: Norwalk	STATE: WI	ZIP: 54648
ELECTRICAL CONTRACTOR: N/A	PHONE:		
ADDRESS:	CITY:	STATE:	ZIP:

**USE**

TYPE OF SIGN: Solar Illuminated Hanging Sign "Neighborhood Family Clinic"		
FOOTAGE ALONG FRONT PROPERTY LINE:	FT. X 8 SQUARE FEET=	MAX. AREA
LENGTH OF BUILDING:	FT. X 1.5 SQUARE FEET=	MAX. AREA
TOTAL SQUARE FOOTAGE OF SIGN: 49" x 33" = 4.08' x 2.75' = 11.22 Ft <sup>2</sup>		
HEIGHT OF SIGN: 12' to Bottom, 14.75' to top		
ESTIMATED COST OF SIGN: \$600.00		
TOTAL SQUARE FOOTAGE OF ALL SIGNS ON PROPERTY: 11.22 Ft <sup>2</sup>		

**LOCATION**

	REQUIRED	PROVIDED
SIDE YARD (W/N)		
SIDE YARD (S/E)		
FRONT YARD		

**APPLICATION**

1. A \$30.00 NON-REFUNDABLE APPLICATION/PERMIT FEE
2. TWO COPIES OF A PLOT PLAN DRAWN TO SCALE SHOWING:
  - a. THE LOCATION OF THE PROPOSED SIGN
  - b. THE LOCATION AND THE TYPES OF ALL OTHER EXISTING OR PROPOSED SIGNS
  - c. BUILDING AND DRIVEWAYS EITHER EXISTING OR PROPOSED
3. TWO COPIES OF A SCALE DRAWING (NOT LESS THAN 1/2" = 1' 0") OF THE PROPOSED SIGN SHOWING EXACTLY HOW THE PROPOSED SIGN WILL LOOK AND IT'S HEIGHT ABOVE GROUND. THE PLANNING COMMISSION MAY ACCEPT PHOTOGRAPHS OF SUFFICIENT SIZE AND CLARITY IN LEAU OF A DRAWING.

**PLAN COMMISSION APPROVAL**

APPROVAL DATE:	APPROVED #	MODIFIED #	DENIED #
COMMENTS:			

IT IS HEREBY AGREED BY THE UNDERSIGNED AS OWNER, HIS AGENT OR SERVANT, AND THE CITY OF SPARTA, THAT FOR AND IN CONSIDERATION OF THE PREMISES AND OF THE PERMIT TO CONSTRUCT, ERECT, ALTER OR INSTALL AND FOR THE USE OF ADVERTISING STRUCTURE DESCRIBED ABOVE TO BE ISSUED AND GRANTED BY THE BUILDING INSPECTOR THAT THE WORK THEREON WILL BE DONE IN ACCORDANCE WITH THE DESCRIPTION HERIN SET FORTH IN THIS STATEMENT, AND AS MORE FULLY DESCRIBED IN THE SPECIFICATIONS AND PLANS HEREIN FILED, AND IS FURTHER AGREED TO CONSTRUCT, ERECT, ALTER OR INSTALL IN STRICT COMPLIANCES OF THE CITY OF SPARTA.

  
OWNER/AGENT Austin Mann

4-4-16  
DATE

CERTIFICATE OF APPROPRIATENESS

APPLICATION FORM

Name of Property: River Road Rentals, LLC.

Address of Property 138 N. Water St.  
Sparta, WI 54656

Historic district in which property is located: \_\_\_\_\_

Property Owner

Name: Mark Meyer

Street Address: W4215 Old B Rd.

City: West Salem State: WI Zip: 54669

Telephone Number (during day): (608) 790-5990

Applicant (if different from owner): \_\_\_\_\_

Street Address: \_\_\_\_\_

Telephone Number (during day): \_\_\_\_\_

Attachments

The following information is enclosed:

- Exterior photographs
- Sketches, elevation drawings and/or annotated photographs
- Floor plans
- Site plan showing relative location of adjoining structures, if located within a district
- Specifications
- Other (explain)

Description of Project

A. Architectural feature: \_\_\_\_\_

Approximate date of feature: \_\_\_\_\_

Describe existing feature: \_\_\_\_\_

Describe proposed work, materials to be used and impact on existing feature:

Remodel rear and exposed side of building. Ash gray

Photo No. \_\_\_\_\_ Drawing No. \_\_\_\_\_

B. Architectural feature: \_\_\_\_\_

Approximate date of feature: \_\_\_\_\_

Describe existing feature: \_\_\_\_\_

Describe proposed work, materials to be used and impact on existing feature:

Photo No. \_\_\_\_\_ Drawing No. \_\_\_\_\_

Signature of Applicant Mark Meyer Date 5/16/16

Return to: Historic Preservation Commission  
(address and telephone number)