



**AGENDA**  
**City of Milton**  
**Historic Preservation Commission**  
**Wednesday, January 3, 2018**  
**5:30 p.m.**  
**MILTON CITY HALL**  
**Conference Room**  
**710 S. Janesville Street**

1. Call To Order
2. Approve Agenda
3. Approval Of Minutes - October 23, 2017

Documents:

[HISTORIC PRESERVATION COMMISSION MINUTES 10-23-17.PDF](#)

4. Introduction Of New Historic Preservation Commissioner - Lisa Perkins
5. Review Scavenger Hunt And 50 Years Together Event
6. Discussion And Possible Action On 2017 Annual Report For The Historic Preservation Commission

Documents:

[2017 ANNUAL REPORT.PDF](#)

7. Discussion, Review, And Possible Action On 2017-2018 Historic Preservation Commission Work Plan

Documents:

[WORK PLAN 2017.PDF](#)

8. Discussion And Possible Action On 2018 Historic Preservation Commission Meeting Schedule
9. Discussion And Possible Action On Preliminary Design For Story Gardens, Outdoor Space At The Milton Public Library

Documents:

[STORY GARDENS PRELIMINARY DESIGN 11-28-17.PDF](#)

10. Reports & Updates (The Following Items Will Not Have Any Action Taken)
  - 10.I. Milton Historical Society / Milton House Museum

11. General Items

12. Next Meeting - February 7, 2018

13. Motion To Adjourn

\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Leanne Schroeder, December 29, 2017

**City of Milton**  
**Historic Preservation Commission**  
**October 23, 2017**

**Call to order**

Chairperson Ald. Ryan Holbrook called the October 23, 2017 meeting of the Historic Preservation Commission to order at approximately 5:05 p.m.

Present: Chairperson Ald. Ryan Holbrook, Gail Nordlof, Dean Teuscher, Harvey Smith, and Julie Marquardt.

Also Present: Kari Klebba and Administrative Services Director Inga Cushman.

**Approve Agenda**

Comm. Teuscher motioned to approve the agenda. Comm. Smith seconded, and the motion carried.

**Approve Minutes – October 4, 2017**

Comm. Teuscher motioned to approve the minutes. Comm. Smith seconded, and the motion carried.

**Discussion and possible action on Scavenger Hunt and 50 Years Together Event**

The commission reviewed the draft video and discussed other details for the event and scavenger hunt.

**Discussion and possible action on development of group for property owners of historic structures**

Comm. Smith provided an update to the commission.

**Reports & Updates (The following items will not have any action taken.)**

**a) Update on Distribution of Historic Milton, WI Walking Tour Booklets**

Comm. Smith provided an update on the distribution.

**b) Milton Historical Society / Milton House Museum**

K. Klebba provided an overview of the Ghosts & Goblets event and *A Christmas Carol* at the Milton House Museum.

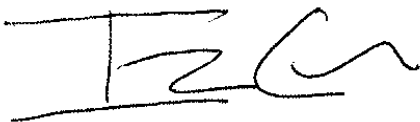
**General Items**

The next meeting of the Historic Preservation Commission will take place on December 6, 2017 at 5:30 p.m.

**Motion to Adjourn**

Comm. Nordlof motioned to adjourn the October 23, 2017 meeting of the Historic Preservation Commission at approximately 5:38 p.m. Comm. Smith seconded, and the motion carried.

Respectfully Submitted,



Inga Cushman  
Administrative Services Director



# CITY OF MILTON

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## HISTORIC PRESERVATION COMMISSION 2017 ANNUAL REPORT

In 2017, the City of Milton Historic Preservation Commission accomplished the following tasks:

- 1) Held eleven (11) open meetings to discuss a range of issues relating to historic preservation.
- 2) Continued distribution of the *Historic Milton, Wisconsin Tour Guide*.
- 3) Developed magnets with historic photos of the two downtown district to continue to promote the history of Milton and the community's historic resources.
- 4) Awarded two Historic Preservation Awards.
- 5) Purchased plaques for the four properties placed on the National Register of Historic Places in 2016.
- 6) Hosted a program called "Dealing with Stubborn Vacancies Downtown" presented by representatives from the Wisconsin Economic Development Corporation (WEDC).
- 7) Conducted a Scavenger Hunt from October 28 – November 5, 2017 that focused on the community's historic resources to help celebrate the 50<sup>th</sup> anniversary of the merger of Milton and Milton Junction
- 8) Held an event called 50 Years Together to celebrate the 50<sup>th</sup> anniversary of the merger of Milton and Milton Junction and to present the awards for the scavenger hunt.
- 9) Updated the commission's two-year work plan for 2017-2018.



# City of Milton

## Historic Preservation Commission

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### 2017 Work Plan

Adopted: February 8, 2017

#### **Mission:**

The City of Milton Historic Preservation Commission will strive to protect properties in the City through local designation, to educate residents and property owners about the value of historic preservation, and to serve as a resource for education and development of historic properties in Milton.

#### **Goals:**

##### **Goal 1: Clarify Historic Preservation Commission to City and to the Commission.**

- Objective 1b: Work with local media and utilize existing technology to provide education and information to the public about the Historic Preservation Commission as needed.
- Objective 1c: Determine the process for locally designating historic properties and inform the public.
  - 2017 Task – Work with city staff to develop a form and supporting documentation for properties to be locally designated.
- Objective 1d: Coordinate historic preservation efforts with groups responsible for land use, parks, recreation, neighborhood planning, capital improvement programming, and economic development.
  - 2017 Task – Work with the Community Development Authority (CDA) on implementing historic preservation aspects of the Comprehensive Plan as needed.

##### **Goal 2: Develop the Historic Preservation Commission into a resource for helping citizens and businesses preserve privately owned historical structures and to bring awareness and educate the public about historic preservation.**

- Objective 2a: Improve/formalize map of designated historic properties.
  - 2017 Task – Work with city staff to develop a map or series of maps that show properties and districts that are locally designated, are on the National Register of Historic Places, or are potentially eligible for the National Register of Historic Places.
- Objective 2b: Create educational resources and learning opportunities for property owners of historic properties.
  - 2017 Task – Coordinate a training with the State of Wisconsin on a topic TBD.
- Objective 2c: Utilize existing communication methods through the City and explore alternative methods to effectively educate the public about historic preservation in the City of Milton.
- Objective 2d: Stay in contact with the Wisconsin Historical Society to be up-to-date on historic preservation initiatives at the State and Federal levels.
  - 2017 Task – Invite a representative from the Wisconsin Historical Society to attend the May 2017 Historic Preservation Commission meeting.
- Objective 2e: Continue an annual award program to highlight the historic preservation efforts of community members.
  - 2017 Task – Recognize up to two people, projects, or programs for a Historic Preservation Award to be presented at the Community Recognition Picnic on May 25, 2017.

- Objective 2f: Foster an appreciation and understanding of architectural style, craftsmanship, building materials, and character of older properties.
- Objective 2g: Develop relationships with local realtors that may sell historic properties and other professionals that are involved in historic preservation efforts in the community.
- Objective 2h: Continue to provide the *Historic Milton, Wisconsin Tour Guide* of historic properties in Milton to the public at a nominal charge with regular updates.
  - 2017 Task – Increase distribution of the 2016 Edition of the *Historic Milton, Wisconsin Tour Guide*.

**Goal 3: Seek funding for historic preservation efforts.**

- Objective 3a: Apply for grant funding through various sources as necessary.

**Goal 4: Increase cultural heritage tourism to the City of Milton.**

- Objective 4a: Develop signage and promotional items to recognize and promote the City’s historic resources.
  - 2017 Task – Purchase signs for the four properties that were designated on the National Register of Historic Places in 2016. Work with the property owners on wording for the signs.
  - 2017 Task – Purchase Milton Junction and Parkview Drive magnets to be sold at local businesses.
- Objective 4b: Provide information to residents and tourists about the City of Milton’s historic resources.
  - 2017 Task - Set up a table at established community events, including Arts & Crafts on the Lawn, Civil War Days, and the 4<sup>th</sup> of July, to provide information about historic resources and preservation efforts in Milton and to sell the *Historic Milton, Wisconsin Tour Guide*.

**Goal 5: Develop a relationship with the School District of Milton to educate Milton’s youth about the City’s history.**

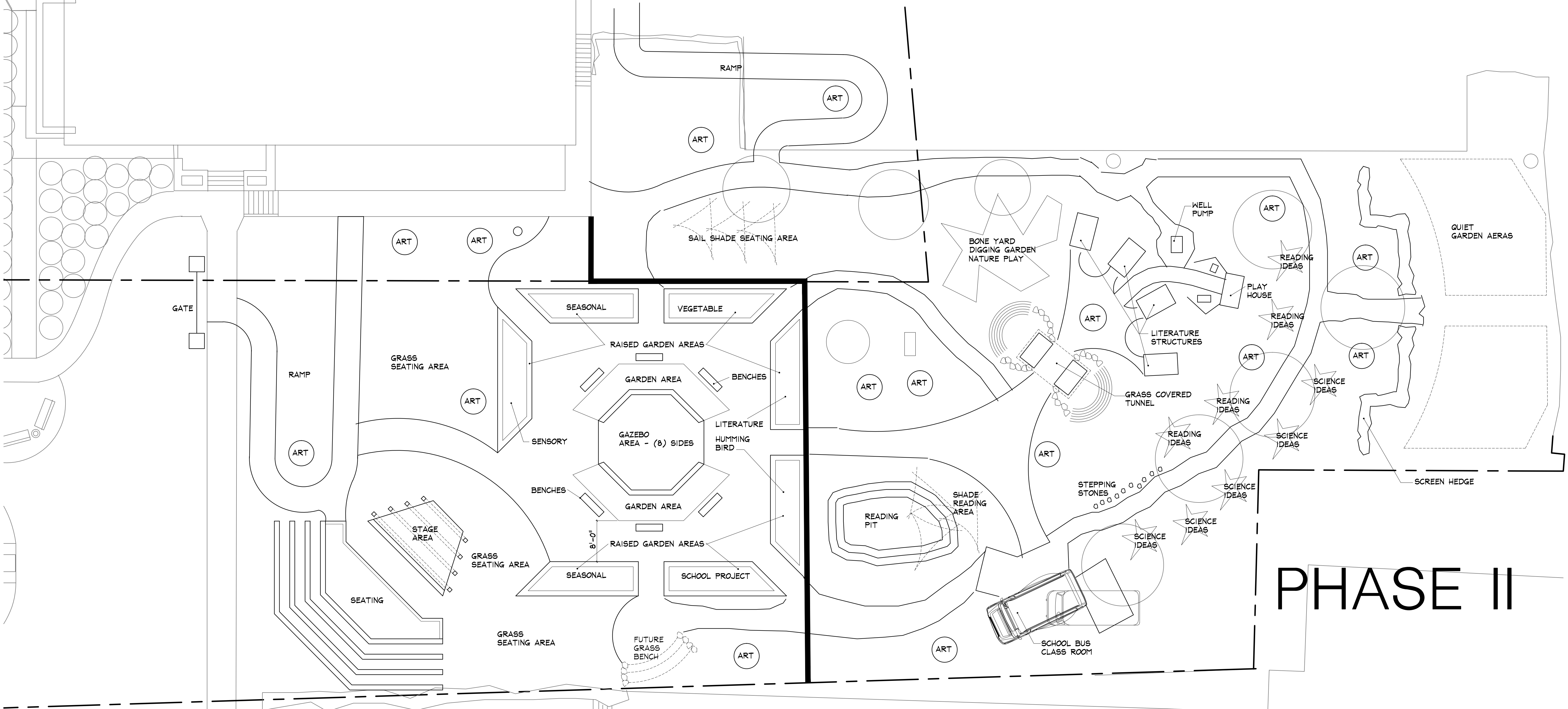
- Objective 5a: Collaborate with teachers in the School District of Milton to develop lessons for teachers that can be incorporated easily into the established curriculum that will highlight the history of Milton.
- Objective 5b: Encourage School District of Milton participation in Civil War Living History Days at the Milton House Museum, which showcases Milton history and Civil War history.

**Previous Accomplishments:**

- ✓ CLG status obtained (1999)
- ✓ Regular updates of the *Historic Milton, Wisconsin Tour Guide*
- ✓ Preserve America designation obtained (2011)
- ✓ Awarded Historic Preservation Fund Subgrant in 2012, 2013, and 2014.
- ✓ 2015 Historic Preservation Excellence Awards – Identification and Designation Honorable Mention Award from Wisconsin Association of Historic Preservation Commissions (WAHPC)

**Milton Historic Preservation Commission Members:**

Ryan Holbrook, Chairperson	Marlene Jewell
Gail Nordlof	Eric Stockman
Dean Teuscher	Don Vruwink
Terry Williamson	Kari Klebba, Milton Historical Society Rep.



PHASE I

PHASE II

