

Memo

To: Historic Preservation Committee, Village Board

Fr: Trevor Fuller, Director of Planning and Community Development

Re: ACTION RE: RECOMMENDATION OF CONSULTANT FOR CERTIFIED LOCAL GOVERNMENT GRANT –
NOMINATION OF SUNSET CIRCLE HISTORIC DISTRICT

Date: 03 March 2023

The Village of Allouez is the recipient of a Certified Local Government Grant from the Wisconsin Historical Society. The grant was awarded to fund hiring a contractor for the nomination work of the Sunset Circle Historic District. A request for proposal (RFP) was sent out in January 2023 to known contractors. Two contractors have submitted proposals for the work requested. The proposals are included in the agenda packet.

Contractors include:

- University of Wisconsin-Milwaukee Archaeological Research Laboratory Center
- Legacy Architecture

An electronic copy of the proposals and RFP were sent to the Village Board. A printed copy of the documents can be printed for Village Board members upon request.

The Historic Preservation Committee is being asked to review the proposals and make a recommendation to the Village Board for the selected contractor at their March 6, 2023 meeting.

The Village Board is asked to approve the recommended contractor for the project.

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A printed copy of the RFP can be printed for Village Board members upon request.

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UNIVERSITY OF WISCONSIN-MILWAUKEE
ARCHAEOLOGICAL RESEARCH LABORATORY CENTER
CULTURAL RESOURCE MANAGEMENT

Proposal:

Allouez National Register of Historic Places Nomination

Village of Allouez
Wisconsin

February 17, 2023



IMAGE COURTESY WISCONSIN HISTORIC PRESERVATION DATABASE, 2023

CONTENTS

Executive Summary3

Company Background4

Company Experience & Qualifications5

Project Team & Qualifications.....9

Project Scope, Methods & Deliverables15

Project Schedule.....17

DESCRIPTION OF FIRM

Cultural Resource Management at the University of Wisconsin-Milwaukee (UWM-CRM) is part of a research-based public institution and operates within the Archaeological Research Laboratory Center. (UWM-CRM) has been providing historic preservation and archaeological consulting services to the public and private sectors since 1974. Our clients include agencies, municipalities, firms, and individuals.

UWM-CRM multi-disciplinary staff includes specialists from a wide variety of backgrounds including architecture, historic preservation, public history, archaeology, anthropology, and geography. With over forty years' experience, we have established a reputation for high quality, cost-effective consulting work that combines the efficiency and client-oriented approach of the private sector with the thoughtful, thorough approach of the academic world.

PROJECT TEAM

The project team is directed by **Brian Nicholls** (Principal Investigator) with **Megan Daniels** acting as lead architectural historian. Three additional architectural historians, **Kelly Blaubach**, **Gail Klein**, and **Justin Miller**, along with GIS specialist **Nick Weber**

Our four architectural historians exceed the National Park Service's Secretary of Interior's Qualification Standards for History and Architectural History. Cumulatively, the project team for has over 50 years of combined professional experience in architecture/history and historical research. has completed over 35 National Register of Historic Places nominations including four historic districts. Our architectural history experience covers the entire State of Wisconsin and includes a wide range of historical properties, themes, and contexts.

PROJECT UNDERSTANDING

The Sunset Circle Residential Historic District Nomination project will consist of the preparation of one National Register of Historic Places nomination

form for the historic district previously identified as potentially eligible for NRHP listing in the Village of Allouez Architectural and Historical Intensive Survey Report.

The historic district nomination will be prepared in accordance with the procedures outlined by the National Park Service and the Wisconsin State Historic Preservation Office.

METHODOLOGY

The project will be completed in several interconnected phases. The initial stages of the project will consist of site visits at each property in order to view the properties and complete exterior photographic documentation of the buildings and their existing settings following National Park Service (NPS) and Wisconsin State Historic Preservation Office (SHPO) standards. An additional site visit will be conducted with the SHPO to confirm the historic boundary for the district and to determine which properties would be considered contributing and non-contributing resources. Our in-house GIS specialist will produce required topographic maps with labeled UTM coordinates for each property.

Site visits will be followed by detailed research of the history of the each building and of the significance of the properties within appropriate architectural and historical contexts. A large part of this research will draw on the Village of Allouez Architectural and Historical Intensive Survey Report and available records and resources at the UW-Green Bay Archives, a Wisconsin Historical Society Area Research Center, as well as resources housed at the Brown County Historical Society.

Archival research will be followed by the preparation of the narrative portions of the nomination as well as the assembly of supplemental documents required by the Wisconsin SHPO. UWM-CRM staff will also update WHPD records for each property as appropriate.

Upon completion, the nomination package will be submitted to the Village of Allouez and, following the Village's review, the nomination package will

be submitted to SHPO. Following SHPO review, UWM-CRM architectural historians will present the nomination at the next available Historic Review Board meeting. UWM-CRM historians will also present the results of the nomination at a concluding public information meeting.

DELIVERABLES

Deliverables for the project include three major items: (1) one completed NRHP nomination form; (2) supplemental documents required by the National Park Service and the Wisconsin State Historic Preservation Office; and (3) presentation of the completed NRHP nomination before the Wisconsin Historic Review Board and a concluding public meeting.

The written NRHP nomination form will be submitted both in hard copy and digitally (as Microsoft Word documents, per SHPO requirement), and will include sketch maps and relevant historical images when available and appropriate. Supplemental documents

to be submitted with the nomination include the following

- a 200-300 word summary of the historic district for inclusion on the Wisconsin Historical Society's website
- a CD containing digital photos in JPEG format for submittal to the National Park Service
- a CD containing digital photos in JPEG format for SHPO use
- 1 set of 4" x 6" color prints, labeled according to NPS guidelines
- a USGS map with labeled UTM points showing the location of each property
- a PowerPoint presentation of each historic property for use at Historic Review Board meeting(s)

Assuming UWM-CRM is selected and receives a notice to proceed by April 1, 2023. Final deliverables will be provided no later than **July 31, 2023**. A detailed schedule is provided here in.



Archaeological Research Laboratory Center

Cultural Resource Management

February 17, 2023

Trevor Fuller, Planning and Zoning Administrator
Village of Allouez
1900 Libal Street
Allouez, Wisconsin 54301

RE: Allouez National Register of Historic Places Nomination

Sabin Hall, Rm 290
PO Box 413
Milwaukee, WI
53201-0413
414 229-3078
www.uwm.edu
www.uwm.edu/archaeology-laboratory/

Dear Trevor Fuller,

The **University of Wisconsin–Milwaukee Cultural Resource Management** program (UWM–CRM) is pleased to offer a proposal to the Village of Allouez for the Request for Proposal: Allouez National Register of Historic Places Nomination. UWM-CRM is excited to prepare the nomination form for the Sunset Circle Residential Historic District which was identified in the Village of Allouez Architectural and Historical Intensive Survey Report (2013).

The UWM–CRM team has over 50 years of combined professional experience in architecture/history and historical research. The project team is directed by **Brian Nicholls** (Principal Investigator) with **Megan Daniels** acting as lead architectural historian. Three additional architectural historians, **Kelly Blaubach**, **Gail Klein**, and **Justin Miller**, along with GIS specialist **Nick Weber**, provide important supporting roles for the project. Our key staff exceed the National Park Service's Secretary of Interior's Qualification Standards for History and Architectural History. In addition to the combined professional experience of the project team, we have worked with multiple municipalities and historic preservation commissions on National Register of Historic Places (NHRP) nominations and Determinations of Eligibility for listing in the NRHP.

As UWM–CRM is part of a research-based public institution, we do not charge profit on contracts with external sponsors and clients, resulting in the maximum allocation of research funding towards project directed research. Moreover, the resources and support staff of our program allow for our projects to be consistently completed on time in order to meet the requirements of the Certified Local Government grant funding.

We look forward to working with the Village of Allouez on this project.

A handwritten signature in black ink, appearing to read "Brian Nicholls".

Brian Nicholls, MS, RPA
Principal Investigator
nicholls@uwm.edu
414-251-5680

WHO WE ARE

Cultural Resource Management at the University of Wisconsin-Milwaukee (UWM-CRM) operates within the Archaeological Research Laboratory Center and is a research based, public institution with a multi-disciplinary staff specializing in architectural history, historic preservation, public history, archaeology, anthropology, and geography.

UWM-CRM has been providing architectural history and archaeological consulting services to the public and private sectors since 1974. Our clients include agencies, municipalities, firms, and individuals. With over forty years' experience, we have established a reputation for high quality, cost-effective consulting work that combines the efficiency and client-oriented approach of the private sector with the thoughtful, thorough approach of the academic world.

WHAT WE DO

UWM-CRM architectural history staff consists of four Secretary of the Interior Professionally Qualified Individuals that work collaboratively to provide well-rounded and comprehensive services. Our architectural historians regularly complete reconnaissance and intensive surveys, National Register of Historic Places (NRHP) nominations, and Determinations of Eligibility assessments for NRHP listing. UWM-CRM also provides consultation services and preparation of effects documentation such as Finding of No Adverse Effect, Documentation for Consultation, mitigation plans, and Memoranda of Agreement.

UWM-CRM also offers a full array of contract archaeology services including research, documentation, excavation, monitoring, and laboratory analysis. Our facilities encompass 10,000 square feet of space devoted to offices, computer facilities, photographic and cartographic studios, archaeological research labs, and extensive storage. As a university program, UWM-CRM has access to the UW System Libraries and other research facilities, fleet vehicles, duplicating services, federally approved accounting services, computing consultants, and the State of Wisconsin liability and worker's compensation programs.



UWM-CRM is located in Sabin Hall at the University of Wisconsin-Milwaukee. Our building was built in 1928 and originally housed the science departments of the Milwaukee-Downer College.

Our physical address and contact person is:

Brian Nicholls
Cultural Resource Management
Archaeological Research Laboratory Center
University of Wisconsin-Milwaukee
290 Sabin Hall, 3413 N. Downer Avenue
Milwaukee, WI, 53211
414-251-5680 (office)
nicholls@uwm.edu

Our contractual matters are handled through the UWM Office of Sponsored Programs. The point of contact for contractual matters is:

Sheila Evans
University Grants & Contracts Administrator
University of Wisconsin-Milwaukee
Mitchell Hall, Rm 273
Milwaukee, WI 53211
414-251-7108
evansst@uwm.edu

Cultural Resource Management at the University of Wisconsin-Milwaukee is licensed to operate in the State of Wisconsin.

REPRESENTATIVE PROJECTS

Our architectural history experience covers the entire State of Wisconsin and includes a wide range of historical properties, themes, and contexts. Listed below is a representative sample of the NRHP nominations and Determination of Eligibility for residential resources completed by UWM-CRM that reflect our breadth of experience with the National Register of Historic Places and assessing resources throughout Wisconsin. Following this list are three highlighted projects that provide a more in-depth assessment of our expertise: **Lincoln Boulevard Historic District NRHP Nomination, West Hill Residential NRHP Nominations, and Waldo Boulevard Reconnaissance Survey and Determinations of Eligibility assessments.**

SAMPLE OF ARCHITECTURE-HISTORY PROJECTS

National Register of Historic Places Nominations

Kohl's Food Store, Monona, Dane County, WI (Listed 2022)

Bangor Commercial Historic District, Bangor, La Crosse County, WI (Listed 2022)

Myrtle and Derwood Trimbell House, West Salem, La Crosse County, WI (Listed 2022)

A.D. Thompson Cabin, Gordon, Douglas County, WI (Listed 2022)

Antoine and Sarah Gordon House, Gordon, Douglas County, WI (Listed 2022)

German Evangelical Lutheran Church of Peace, Platteville, Grant County, WI (Listed 2022)

Fire Station No.5, La Crosse, La Crosse County, WI (Listed 2021)

Smith School, Oshkosh, Winnebago County, WI (Listed 2021)

Razy and John Wright House, Medary, La Crosse County, WI (Listed 2021)

West Hill Residential Historic District, Chippewa Falls, Chippewa County, WI (Listed 2021)

Holy Trinity School, Lacrosse, Lacrosse County, WI (Listed 2021)

Lincoln Boulevard Historic District, City of Manitowoc, Manitowoc County, WI (Listed 2019)

Rock School and Hanmer Robbins School Complex, City of Platteville, Grant County, WI (2019)

National Register of Historic Places Determination of Eligibility Reports

Walter and Isabelle Carey House, Village of Wilmot, Kenosha County, WI (2023)

North First Street Bungalow Historic District, City of Milwaukee, Milwaukee County, WI (2022)

Albert and Lois Hough House, City of Cumberland, Barron County, WI. (2021)

Dr. Oscar and Frances Bellew House, City of Milwaukee, Milwaukee County, WI (2021)

Phillip Miller House, Town of Greenbush, Sheboygan County, WI (2018)

Alson and May Kinsey House, Town of Gibraltar, Door County (October, 2017)

Holy Ghost Parish Historic District, Village of Dickeyville, Grant County, WI (2017)

Mount Telemark Ski Area, Town of Cable, Bayfield County, WI (2016)

Fred and Leona Krier House, Village of Belgium, Ozaukee County (2015)

Dr. Harold J. Belson House, City of Manitowoc, Manitowoc County, WI (2014)

Franz and Nebrieke Watze House, Towns of Berry and Mazomanie, Dane County, WI (2014)

Charles and Margarethe Ruedebush House, City of Mayville, Dodge County, WI (2014)

Kleiner-Ballweg Farmstead, Town of Prairie du Sac, Sauk County, WI (2013)

LINCOLN BOULEVARD HISTORIC DISTRICT NRHP NOMINATION MANITOWOC, WISCONSIN

In Spring 2018, UWM-CRM completed a National Register nomination for the Lincoln Boulevard Residential Historic District in the City of Manitowoc. The Lincoln Boulevard district contains 84 houses centered around a tree-lined boulevard that terminates in a public park. The district illustrates nearly every architectural style popular in Wisconsin between 1895 and 1960, including a high concentration of Colonial Revival and French Provincial houses from the 1920s and 1930s. The houses in the district are notable for their use of high-quality materials, and the boulevard is generously landscaped with a variety of mature trees and plantings. The Lincoln Boulevard Historic District was listed in the National Register in 2019.

In addition to authoring the nomination form, UWM-CRM led several public meetings with local property owners; completed site photography for the houses and the landscape; and successfully presented the nomination at the quarterly Review Board in Fall 2018.

Project reference:

Daina Penkiunas, Wisconsin Historical Society,
daina.penkiunas@wisconsinhistory.org



WEST HILL RESIDENTIAL HISTORIC DISTRICT NRHP NOMINATION CHIPPEWA FALLS, WISCONSIN

In 2019, UWM-CRM completed a National Register nomination for the West Hill Residential Historic District in Chippewa Falls. The West Hill historic district contains 162 houses constructed over the span of a century. The houses in the district reflect the economic prosperity of Chippewa Falls and illustrate the range of architectural styles popular from the 1870s through the 1950s.

As part of the nomination process, UWM-CRM spent extensive time in Chippewa Falls, conducting archival research at local libraries, photographing every building in the historic district, and conducting interviews with select homeowners. UWM-CRM's staff GIS specialist also worked with the Wisconsin Historical Society to develop a streamlined process for submitting the mapping and photographic components of the National Register nomination packet. The historic district was in the National Register in 2021.

Project reference:

Lauree Aulik, City of Platteville,
aulikl@platteville.org

Daina Penkiunas, Wisconsin Historical Society,
daina.penkiunas@wisconsinhistory.org



WALDO BOULEVARD SURVEY AND DETERMINATIONS OF ELIGIBILITY MANITOWOC WISCONSIN

Between 2014 and 2018, UWM-CRM completed the Section 106 compliance process for a roadway project in the City of Manitowoc. The UWM-CRM project team completed a reconnaissance survey for the project, which included approximately 200 houses, commercial buildings, schools, churches, and civic buildings dating from the late-19th century to the present. The houses in the survey area were constructed between 1915 and the 1960s in an array of architectural styles including Colonial Revival, Tudor Revival, Contemporary, Minimal Traditional as well as traditional and modernistic Ranch houses.

As a result of the reconnaissance survey, UWM-CRM identified properties that were potentially eligible for listing in the NRHP. UWM-CRM subsequently prepared Determinations of Eligibility assessments for five residences; a junior high school and its associated landscape; a country club; a parish complex; and a residential historic district.

Project reference:
Troy Robillard, Ayres Associates,
(920) 498-1200



KEY STAFF

The project team for has over 50 years of combined professional experience in architecture/history and historical research. Cumulatively, the project team has completed over 35 National Register of Historic Places nominations including four historic districts.

The project team is directed by **Brian Nicholls** (Principal Investigator) with **Megan E. Daniels** acting as the lead architectural historian. Megan will conduct all site visits and act as primary author of the architectural and historical survey report. Megan will be assisted by fellow historians **Gail Klein**, **Justin Miller**, and **Kelly Blaubach** as needed to complete the project and perform quality assurance and control. **Nick Weber**, the UWM-CRM staff GIS specialist, will produce all mapping for the project.

Our key staff exceed the National Park Service's Secretary of Interior's Qualification Standards for History and Architectural History.

LIST OF PROJECT TEAM

Brian Nicholls, M.S. RPA.,
Principal Investigator

Megan E. Daniels, M.P.S.,
Lead Architectural Historian

Gail R. Klein, M.S.,
Architectural Historian

Justin C. Miller,
Architectural Historian

Kelly J. Blaubach, M.A.,
Architectural Historian

Nick Weber,
GIS Specialist



BRIAN NICHOLLS, PRINCIPAL INVESTIGATOR



Brian has over 20 years of cultural resource management experience. Brian has been conducting and managing all aspects of cultural resource projects including historic preservation, intensive surveys, archaeological and burial site investigations. Brian has assisted clients/sponsors fulfill all levels of state and federal compliance requirements including Section 106 of the National Historic Preservation Act (NHPA) and National Environmental Policy Act (NEPA). He serves as the primary point of contact with the Wisconsin Department of Transportation, but also has worked with other sponsors/clients from the private sector, energy sector, and other state, county and local agencies.

EDUCATION

M.S., Anthropology, University of Wisconsin-Milwaukee
Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
B.S. Anthropology, University of Wisconsin-Milwaukee

MEMBERSHIPS

Register of Professional Archaeologists
Society of American Archaeologists
Midwest Archaeology Conference
Wisconsin Archaeological Survey
Wisconsin Archaeological Society

TRAINING

Section 106: An Introduction, National Preservation Institute

WisDOT: Section 106 Compliance Training

RELEVANT EXPERIENCE

As the Principal Investigator, Brian oversees the contract development, fiscal management of all contracts awarded to the UWM-CRM program, instruction and supervision of students and staff, and assist in managing of the UWM-CRM contract program operations. Brian supervises the project team and facilitates the coordination of projects from contract to final deliverable and invoicing.

MEGAN DANIELS, LEAD ARCHITECTURAL HISTORIAN



Megan Daniels is an architectural historian and has been working in the historic preservation field since 2013 in Wisconsin, Utah, Colorado, Nevada, Pennsylvania, and Idaho. The foundation of her work is the identification and application of the National Register Criteria to determine eligibility for listing in the National Register of Historic Places. Her work has included reconnaissance and intensive level surveys, design guidelines, Determinations of Eligibility, Multiple Property Documentation, and National Register nominations for both individual properties and historic districts. As the lead architectural historian, Megan will be the primary researcher and author for the nomination.

EDUCATION

M.P.S., Master of Preservation Studies; Tulane University, New Orleans, Louisiana

B.A., Art History; University of Wisconsin in Milwaukee

MEMBERSHIPS

Association for Preservation Technology

PUBLICATIONS

Milwaukee's Early Architecture (Images of America). Arcadia Publishing, 2010.

PRESENTATIONS

"Rethinking Managed Retreat: Adaptive Preservation in the Stockade Historic District." Association for Preservation Technology and National Trust 2020 Joint Conference, Edmonton, Canada.

TRAINING

National Environmental Policy Act Analysis Workshop (2019)

Section 4(f), Federal Highway Administration (2019)

Section 106 Intermediate, Federal Highway Administration (2018)

Section 106 Introduction, National Preservation Institute (2014)

RELATED PROJECTS

Waldo Boulevard Determinations of Eligibility Assessments—Manitowoc, Wisconsin

Megan has authored as many as 20 Determinations of Eligibility Assessments consisting of a photographic documentation, physical and narrative description, historic context development, application of the National Register of Historic Places criteria, and recommendation of eligibility. As a part of Waldo Boulevard Reconnaissance Survey, Megan prepared Determinations of Eligibility for five residences constructed between 1935 and 1958, consisting of one Colonial Revival styled ranch, three Period Colonial Revival styled residences, and one Usonian inspired residence. The project required extensive research to develop an architectural context for the evolution of the Colonial Revival style as the term has been used to describe architecture from the 1880s into the mid-twentieth century and varies from accurate replication around the turn of the twentieth century to creative interpretations of architects in the mid-1900s.

Parade of Homes Lakewood Site Historic District NRHP Nomination – Holladay, Utah*

Megan completed a National Register of Historic Places nomination for Parade of Homes Lakewood Site Historic District (built in 1955) consisting of 17 model homes that were both architect and contractor designed houses of Colonial Revival and Contemporary style ranch type houses and Contemporary type houses. For each residence, Megan completed site visits to photograph the residences, conducted intensive archival research, completed photographic documentation, and prepared a detailed historic context narrative to evaluate the significance of each residence within the historical and built landscape of the surrounding area. Megan worked closely with State Historic Preservation Office and the local preservation organization to complete the project. The nomination was approved and listed in 2022.

*Project experience outside of UWM-CRM

JUSTIN MILLER, ARCHITECTURAL HISTORIAN



EDUCATION

B.S., Architectural Studies
University of Wisconsin-Milwaukee

MEMBERSHIPS

Society of Architectural Historians
Docomomo US/Chicago
Landmarks Illinois
Glessner House Museum

PRESENTATIONS

“Carl Sandburg Village: Urban Renewal on Chicago’s Near North Side,”
Docomomo US National Symposium
(June 2022)

“58 New Schools in 15 Years:
Milwaukee’s Midcentury Schools,”
Docomomo US National Symposium
(May 2021)

“Mount Telemark: Modernist Ski Resort in the Northwoods,” Virtual presentation co-sponsored by Docomomo Minnesota and Docomomo Chicago (April 2021)

TRAINING

Preserving the Recent Past 3 conference, University of Southern California (2019)

Preservation Challenges of Modernist Structures symposium, Association for Preservation Technology Western Great Lakes Chapter (2018)

“Identification and Evaluation of Mid-20th Century Buildings,” National Preservation Institute (2011)

Justin has worked as an architectural historian in Wisconsin for over fifteen years. Justin’s historic preservation experience includes reconnaissance and intensive survey work and cultural resource compliance projects of varying scope and complexity. Justin’s recent projects have included a Determination of Eligibility for the Marine Plaza tower in downtown Milwaukee (built in 1961) and a National Register nomination for a 1937 International Style house in Frost Woods, Madison. Justin also serves as the chair of the Chicago chapter of Docomomo, an international nonprofit preservation organization dedicated to Modernist architecture and design. Justin will assist with peer review, research, and nomination development as needed.

RELATED PROJECTS

Albert & Louis Hough House Determination of Eligibility—Cumberland, Wisconsin

In 2021, Justin completed a Determination of Eligibility for a Modernist style house in Cumberland, Wisconsin, as part of a Section 106 review for a roadway project. Constructed in 1946 by a local builder, the concrete block house is a nearly identical copy of a house located in San Antonio, TX, and published in a national architectural magazine in 1937. As part of the DOE, Justin conducted extensive archival research to uncover possible connections between the Cumberland house, its builder, and the national architectural publication *Architectural Forum*. The DOE also included a historic context for post-World War II housing typologies and architectural styles.

Mayville Reconnaissance Survey and Determination of Eligibility Assessments—Mayville, Wisconsin

In 2014, UWM-CRM completed an architecture history survey for approximately two dozen properties in the City of Mayville, including one National Register-listed historic district. As part of the reconnaissance survey and to evaluate the surveyed properties, the team conducted archival research to create a historical context focusing on the economic development and architectural context of Mayville. The project team also produced photographic documentation and GIS mapping for all of the surveyed properties. UWM-CRM prepared Determinations of Eligibility for nine properties identified during the survey, including several houses, an industrial complex, and a porcelain enamel gas station. Justin served as lead architectural historian on the project, completing the reconnaissance survey and authoring the majority of the project reports.

GAIL KLEIN, ARCHITECTURAL HISTORIAN



Gail has been working as an architectural historian and historic preservation consultant in Wisconsin since 2009 and has been with UWM-CRM since 2014. Gail's historic preservation work includes the preparation of multiple NRHP nominations, intensive survey reports, historic tax credit documentation, and Determination of Eligibility reports. She leads historic preservation projects documenting and evaluating a wide range of historic property types. Gail's project responsibilities will include providing a peer review and assisting with research and nomination development as needed.

EDUCATION

M.S., Historic Preservation,
University of Oregon
B.A., History, Art,
North Central College

MEMBERSHIPS

Wisconsin Historical Society
National Trust for Historic
Preservation

PUBLICATIONS

"Preserving America's Historic
Grange Halls," ASHP Journal, 2009
"Unity, Liberty, and Charity: A History
of the Grange in Lane County," Lane
County Historian, Summer 2009

TRAINING

The Recent Past: Strategies for
Evaluation, National Preservation
Institute (October 2018)
Historic Preservation Consultants
Seminar, Wisconsin Historical Society
(2009 – 2017)
Local History & Historic Preservation
Conference, Wisconsin Historical
Society (2009-2017)
Historic Tax Credits Workshop,
Wisconsin Historical Society (2017)
Section 106: An Introduction, National
Preservation Institute (April 2011)

RELATED PROJECTS

Residential NRHP Nominations: Samuel and Nina Marcus House (Spring Green, Wisconsin); William and Annie McDermot House (Fond du Lac, Wisconsin); Henry and Barbara Bierbauer House (New Lisbon, Wisconsin), Leonard and Caroline Coates House (Platteville, Grant County, Wisconsin)

Gail has completed numerous National Register nominations for residential properties on behalf of municipalities as well as private property owners. For each nomination, Gail conducted intensive archival research, completed interior and exterior photographic documentation, and prepared detailed historic context narratives to evaluate each property's significance within the historical and architectural landscape of the surrounding community. Gail presented all nominations before the Wisconsin Historic Review Board and each was approved for listing in the National Register of Historic Places.

Kohl's Food Store NR nomination - Monona, Wisconsin

In 2021, Gail completed a National Register nomination for the former Kohl's Food Store in Monona, built in 1968. The building is an excellent representative of mid-century Contemporary architecture that utilizes glue-laminated arches to achieve its distinctive arched roof without the use of interior columns or other vertical supports. The building represents the signature design employed by Kohl's Food Stores throughout the 1950s and 1960s and is one of, if not the best, remaining examples of the company's standardized supermarket design remaining in the state. As part of the nomination, Gail researched and prepared a historic context on glue-laminated arches, a building technology most often employed in post-World War II churches for its spatial qualities and relative affordability. The Kohl's Food Store was listed in the State Register in early 2022 and is currently under review at the National Parks Service in the final stages of approval for National Register designation.

KELLY BLAUBACH, ARCHITECTURAL HISTORIAN



Kelly is an architectural historian who began working at UWM-CRM in 2014. With experience in reconnaissance- and intensive-level surveys as well as historic and archival research, Kelly has prepared many Determinations of Eligibility reports and effects documentation for cultural resources throughout the state of Wisconsin. She works with a vast array of property types, including residential properties, farmsteads, commercial buildings, industrial sites, and municipal and civic buildings. Kelly's project responsibilities will include providing a peer review and assisting with research and nomination development as needed.

EDUCATION

B.A., History, Carroll University
M.A., Public History, concentration
in Historic Preservation, University of
Wisconsin-Milwaukee

MEMBERSHIPS

Historic Milwaukee, Inc.

TRAINING

The Recent Past: Strategies for
Evaluation, National Preservation
Institute (2018)

Section 106: An Introduction, National
Preservation Institute (2016)

Historic Preservation Consultants
Seminar, Wisconsin Historical Society
(2014 – 2017)

Local History & Historic Preservation
Conference, Wisconsin Historical
Society (2014-2017)

Historic Preservation Conference,
National Trust for Historic
Preservation (2013)

RELATED PROJECTS

Antione and Sarah Gordon House—Douglas County, Wisconsin

Kelly has authored several National Register nominations, including a nomination for the Antoine and Sarah Gordon House in rural Douglas County. This log cabin was constructed by Antoine Gordon in 1859 to serve as his home and trading post, as well as a hotel for the new stagecoach line connecting Fort Snelling in Minnesota with the newly established City of Bayfield. Due to the Gordon family's ties with the Chippewa tribes of northern Wisconsin and Minnesota, the area surrounding Gordon's home and trading post remained a largely native and métis settlement well into the 1880s. Antoine Gordon's business and philanthropic activities in Gordon helped to establish and grow the community, and he is considered the founder of the town. The nomination is slated for presentation and approval at an upcoming Review Board meeting.

City of Superior Intensive Survey Update - Superior, Wisconsin

Beginning in December 2018, Kelly led a project to update the City of Superior's previous intensive survey, completed in 1983. The intensive survey update was completed for the Wisconsin Historical Society and followed standard WHS intensive survey protocols outlined in the Survey Manual and CLG Subgrant Manual. As part of the project, Kelly conducted street-by-street field surveys to identify properties meeting Wisconsin Historical Society survey criteria, identifying approximately 750 properties meeting SHPO survey criteria, of which approximately 50 individual properties and four historic districts were identified as potentially eligible for NRHP listing. Kelly also led site visits with SHPO staff for potentially eligible properties. UWM-CRM GIS specialists created or updated WHPD records for all surveyed properties and GIS mapping was provided to SHPO. Kelly served as project lead, conducting intensive-level field survey and archival research, and served as primary author of the preliminary report.

NICK WEBER, GIS SPECIALIST



Nick has worked as an archaeologist in Wisconsin and the Midwest since 2004 and has engaged with Geographic Information Systems (GIS) since 2009. Nick started working with UWM–CRM in 2014 and became the program GIS Specialist in 2016. Nick’s previous GIS projects and experience cover a wide range of geospatial fields and activities, including geospatial data production, geospatial database maintenance and data curation, predictive modeling, spatial analysis, remote sensing, LiDAR data processing and analysis, as well as spatial web-based mapping and mobile application development.

EDUCATION

Graduate Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
B.A., Anthropology, University of Wisconsin-Milwaukee

MEMBERSHIPS

Wisconsin Land Information Association

PUBLICATIONS

“\$1.87 Each, Four Feet Long and Over; \$0.87 Each, Less Than Four Feet: A Spatial Analysis of Coffin Handle Types from the Milwaukee County Poor Farm Cemetery”
Wisconsin Land Information Association, Spring Meeting (2018)

TRAINING

Basics of Using LiDAR Data,
Wisconsin State Cartographers Office (2018)

Wisconsin Land Information System,
Spring Meeting Conference (2018)

ESRI Wisconsin Users Group
Conference (2015-2016)

Maintaining Parcels in ESRI’s ArcGIS Parcel Editing Solution (The Parcel Fabric), ESRI Wisconsin Users Group Meeting (2015)

RELEVANT EXPERIENCE

On survey projects, Nick works closely with the architecture history project team to streamline survey efforts and improve survey data accuracy. Prior to any field survey work, Nick produces detailed, user-friendly survey maps. He coordinates with the survey team to utilize hand-held GIS data collection devices, as necessary. Following the field survey, Nick compiles and curates the survey data. Nick also works with the project lead to produce project-specific submittal mapping based on content, layout, and report format.

Nick’s responsibilities for this project will include creation of project submittal mapping and assistance with report writing and production.

PROJECT OVERVIEW

The Sunset Circle Residential Historic District Nomination project will consist of the preparation of one National Register of Historic Places nomination form for the historic district previously identified as potentially eligible for NRHP listing in the Village of Allouez Architectural and Historical Intensive Survey Report.

The historic district nomination will be prepared in accordance with the procedures outlined by the National Park Service and the Wisconsin State Historic Preservation Office.

METHODOLOGY

The project will be completed in several interconnected phases. The initial stages of the project will consist of site visits at each property in order to view the properties and complete exterior photographic documentation of the buildings and their existing settings following National Park Service (NPS) and Wisconsin State Historic Preservation Office (SHPO) standards. An additional site visit will be conducted with the SHPO to confirm the historic boundary for the district and to determine which properties would be considered contributing and non-contributing resources. Our in-house GIS specialist will produce required topographic maps with labeled UTM coordinates for each property.

Site visits will be followed by detailed research of the history of the each building and of the significance of the properties within appropriate architectural and historical contexts. A large part of this research will draw on the Village of Allouez Architectural and Historical Intensive Survey Report and available records and resources at the UW-Green Bay Archives, a Wisconsin Historical Society Area Research Center, as well as resources housed at the Brown County Historical Society.

Archival research will be followed by the preparation of the narrative portions of the nomination as well as the assembly of supplemental documents required by the Wisconsin SHPO. UWM-CRM staff will also update WHPD records for each property as appropriate.

Upon completion, the nomination package will be submitted to the Village of Allouez and, following the Village's review, the nomination package will be submitted to SHPO. Following SHPO review, UWM-CRM architectural historians will present the nomination at the next available Historic Review Board meeting. UWM-CRM historians will also present the results of the nomination at a concluding public information meeting



DELIVERABLES

Deliverables for the project include three major items: (1) one completed NRHP nomination form; (2) supplemental documents required by the National Park Service and the Wisconsin State Historic Preservation Office; and (3) presentation of the completed NRHP nomination before the Wisconsin Historic Review Board.

The written NRHP nomination form will be submitted both in hard copy and digitally (as Microsoft Word documents, per SHPO requirement), and will include sketch maps and relevant historical images when available and appropriate. Supplemental documents to be submitted with the nomination include the following

- a 200-300 word summary of the historic district for inclusion on the Wisconsin Historical Society's website
- a CD containing digital photos in JPEG format for submittal to the National Park Service
- a CD containing digital photos in JPEG format for SHPO use
- 1 set of 4" x 6" color prints, labeled according to NPS guidelines
- a USGS map with labeled UTM points showing the location of each property
- a PowerPoint presentation of each historic property for use at Historic Review Board meeting(s)

SUMMARY

Listing historic buildings in the National Register of Historic Places will bring both interest and appreciation to the historic properties as well as render each property eligible for applicable tax incentive programs pursuant to the restoration of the properties. National Register listing can also encourage additional local preservation efforts throughout the surrounding community. With ample experience and expertise in this field, UWM-CRM will be pleased to assist the Village of Allouez in this endeavor.



PROJECT TIMELINE

The project timeline is presented below and assumes a notice to proceed by April 1, 2023. Final deliverables will be provided no later than **July 31, 2023**.

DESCRIPTION	DATE
Notice to proceed	April 1, 2023
Archival Research	April-May 2023
Fieldwork/Site Visits	May 2023
Preparation of NRHP Nomination Form and Supplemental Documentation	May-June 2023
Draft NRHP Historic District Nomination Form submitted to the Village of Allouez/Historic Preservation Committee	June, 2023
Revisions to NRHP Historic District Nomination based on Village of Allouez comments	July 15, 2023
Draft NRHP Historic District Nomination Form submitted to the Wisconsin SHPO National Register Reviewer	July 31, 2023
Revisions NRHP Historic District Nomination based on SHPO comments	To be decided by SHPO
Presentation of NRHP Historic District Nomination to the Historic Review Board Meeting	To be decided by SHPO

**CERTIFICATE OF COVERAGE
STATE OF WISCONSIN**

This is to certify that the coverage described below is effective per the statute referenced. This certificate is not a policy or a binder of insurance and does not in any way alter, amend, or extend the coverage afforded by any reference herein. The coverage is subject to all terms and conditions of the statutory authority.

STATE AGENCY:	CAMPUS NAME:
Board of Regents of the University of Wisconsin System 780 Regent Street Madison, WI 53715	University of Wisconsin-Milwaukee
	DATE ISSUED: FEBRUARY 9, 2023

KIND OF COVERAGE	***	STATUTORY REFERENCES
Worker's Compensation	XX	Ch. 102, Wisconsin Statutes
Liability	XX	§§ 895.46(1) and 893.82, Wisconsin Statutes
Automobile Liability	XX	§ 895.46, Wisconsin Statutes
Property	XX	§§ 20.865 and 16.865, Wisconsin Statutes

*** The entry of an "XX" in this column means that the coverage is afforded per this certificate and the statute referenced.


DATES OF COVERAGE: FEBRUARY 17, 2023 THROUGH DECEMBER 31, 2024

DESCRIPTION OF COVERAGE: Liability coverages are extended to officers, employees and agents (including students in practicum) of the University of Wisconsin-Milwaukee (UWM) pursuant to any contract, agreement, license, permit or related to any authorized use of facilities or activities including participation in programs/events and/or the performance of services with or for the **City of Allouez**. The UWM is part of the University of Wisconsin System which is self-insured under the State of Wisconsin's Self-Funded Property and Liability Program, pursuant to Wisconsin statutes 893.82 and 895.46.

COVERAGES:

- Comprehensive General Liability: Coverage exceeds minimum limits of \$1,000,000 each occurrence and \$2,000,000 in general aggregate
- Automobile Liability: Coverage exceeds minimum limits of \$1,000,000 combined single limit each accident
- Worker's Compensation: Statutory Limits
- Employers' Liability: Coverage exceeds minimum limits of \$1,000,000 each accident/employee
- Professional Liability: Coverage exceeds minimum limits of \$1,000,000 per claim and \$3,000,000 in the aggregate

This protection cannot be canceled, reduced or altered in any manner without legislative action.

ISSUED TO: TREVOR FULLER DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT VILLAGE OF ALLOUEZ 1900 LIBAL STREET ALLOUEZ, WI 54301	ISSUED BY: UNIVERSITY SAFETY & ASSURANCES UNIVERSITY OF WISCONSIN-MILWAUKEE SIGNED:  JIM J. OLSON, RISK MANAGER
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Brian D. Nicholls

Associate Director/Principal Investigator

University of Wisconsin-Milwaukee

Archaeological Research Laboratory Center-Cultural Resource Management

3413 N. Downer Avenue•Milwaukee, Wisconsin 53211•414.251.5680•nicholls@uwm.edu



EDUCATION

Master of Science (Anthropology), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (1997)

Bachelor of Arts (Anthropology), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (1991)

Geographic Information Systems (GIS) certificate (Department of Urban Planning), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (2000)

PROFESSIONAL QUALIFICATIONS

Meets Secretary of Interior's Professional Standards for Archaeology (Prehistoric and Historic Periods) (Code of Federal Regulations 36 CFR Part 61)

Qualified archaeologist to excavate human burials under Wisconsin's burial law and administrative rule (Wis. Stats. § 157.70)

OVERVIEW OF ADMINISTRATIVE & MANAGEMENT EXPERIENCE

Responsibilities include concurrent management of multiple projects and program resources (950 + projects) annually.

Fulfill compliance obligations at the federal level under Section 106 and NEPA as well as with state level compliance in Wisconsin, Minnesota and Iowa. Services provided for partners from the transportation, energy and utility sectors as well as private development projects.

Provide project direction and program management of staff that includes ten project managers and architecture historians and 30-40 seasonal limited term employees and students.

PROFESSIONAL EXPERIENCE: CULTURAL RESOURCE PROJECT MANAGEMENT

Cultural Resources Liaison: Serve as lead contact for WisDOT projects managing all WisDOT archaeological surveys, cultural resource review screening requests, including state-wide borrow, wasting and staging submittals, state-wide OASIS sign installation and maintenance submittals and state-wide sign installation submittals. Responsible for the development, maintenance and administration of the WisDOT Portal, a secure website used by WisDOT to distribute project related documentation to the thirteen Federally recognized tribes of Wisconsin and other interested parties. The Portal is currently used to distribute documentation for approximately 5,000 projects throughout the state. The Portal is also used to distribute results from the cultural resources screening requests results totalling and additional 4,600 projects or an average of 937 projects annually. Also responsible for development, maintenance and administration of three permanent public interpretation websites and several active project websites to distribute information for several larger projects conducted by the UWM-CRM program.

Burial Sites Specialist: Documented, researched, and excavated prehistoric and historic American Indian, and historic Euroamerican human burial sites and cemeteries to assist federal agencies, state agencies, utility companies, and private clients relative to compliance with Wisconsin Statute 157.70.

GIS Coordinator: Experience in project development/management, data management, cartography, project planning/scoping, analysis, and training.

Cultural Resources Specialist: Preparation of archaeological Data Recovery Plans, Documentation for Consultation, draft EIS, and consultation efforts (tribal & stakeholder) for large scale transportation, utility, private development and utility projects relating to archaeological sites.

Phase I Archaeological Surveys: Directed Phase I survey of over a hundred complex transportation and utility corridors, development sites, and energy projects (WI, IA, IL), and prepared technical reports.

Phase II Archaeological Evaluations: Managed multiple concurrent Phase II site investigations and National Register evaluations, encompassing components from the prehistoric and historic periods.

Phase III Mitigation: Directed field excavations and laboratory analyses, and producing a reports of investigations, for several large-scale data recovery (Phase III) projects, encompassing components spanning Paleoindian, Archaic, Woodland, and historic periods.

Consultation: provided consultation for clients, state agencies, local communities and Native American groups.

Specialty Skills: Lithic analysis, mortuary analysis, database development and Geographical Information Systems.

PROFESSIONAL DEVELOPMENT & ASSOCIATIONS

Society of American Archaeology
Midwest Archaeological Conference (Past Treasurer)
Wisconsin Archaeological Society (Past Newsletter editor, treasurer, website administrator)
Wisconsin Archaeological Survey (Past website administrator)
University of Wisconsin-Milwaukee - GIS Council

PRESENTATIONS & OUTREACH

Produced over 400 reports of investigations, technical memos, letter reports and archaeological survey field survey reports documenting results of archaeological investigations.

Presented papers and posters at the Midwest Archaeological Conference, Society of American Archaeology and/or World Archaeological Conference (2000, 2003, 2006, 2008, 2010, 2011, 2016, 2022)

Served as a High Interest Day presenter for McKinley Elementary School, Wauwatosa (2012, 2013, 2014) and for St. Sebastian Catholic School, Milwaukee (2012)

Invited Presenter:

Wisconsin Archaeological Society Monthly Guest Lecture Series (2000)

UW-Milwaukee GIS Day (2000)

1st Annual Stateline Archaeo Fest Conference (2007)

Wisconsin Land Information Association Annual Conference (2008)

North American Stormwater and Erosion Control Association (NASECA), Wisconsin Chapter (2019)

PROFESSIONAL HISTORY

Associate Director/Principal Investigator/GIS Coordinator, UWM-CRM, Milwaukee, Wisconsin (1997 to Present)

Teaching Academic Staff, UWM-CRM, Milwaukee, Wisconsin (2008 to Present)

Research Assistant/Supervisor, GLARC, Milwaukee, Wisconsin (1992 to 1997)

Archaeology Technician, GLARC, Milwaukee, Wisconsin (1991 to 1992)

Archaeology Technician, UWM-SEWAP, Milwaukee, Wisconsin (1991 to 1994)

Megan E. Daniels

Architectural Historian



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3413 N. Downer Avenue • Milwaukee, Wisconsin 53201 • 414.977.7662 • med4@uwm.edu

EDUCATION

Master of Preservation Studies, Tulane University (2018)
Bachelor of Arts in Art History, University of Wisconsin-Milwaukee (2008)

PROFESSIONAL QUALIFICATIONS

Meets the *Secretary of Interior's Professional Qualifications Standards* for History and Architectural History (Code of Federal Regulations 36 CFR Part 61)

ADMINISTRATIVE & MANAGEMENT EXPERIENCE

Manage independent architectural history and historic preservation projects through proposal, budget development, fieldwork, analysis and reporting, invoicing, and project closeout.

Assist project managers and internal teams in executing architectural history or cultural resource components of multi-disciplinary projects.

Maintain technical standards and quality assurance and ensure final deliverables meet industry and agency standards.

PROFESSIONAL EXPERIENCE: ARCHITECTURAL HISTORY & HISTORIC PRESERVATION

Cultural Resources Management. Extensive experience working with municipal, state, and federal government agencies in completing historic resource identification, evaluation, and defensible compliance documentation for large scale projects according to regulations stipulated in the National Historic Preservation Act and the National Environmental Policy Act.

Reconnaissance Surveys. Plan and complete historic resources surveys of defined project areas or geographic areas using tablet computers, digital photography, and appropriate state survey methodology to systematically document and visually evaluate resources to provide a broad perspective on potential eligibility for the National Register of Historic Places.

Determinations of National Register of Historic Places Eligibility. Complete in-depth photographic documentation and research of residential, commercial, agricultural, industrial, and institutional properties to develop historic context and understand applicable areas of significance and integrity to evaluate resources under National Register of Historic Place criteria and provide a recommendation of eligibility to be formally determined by the State Historic Preservation Officer.

National Register of Historic Places Nominations. Completed and successfully listed one institutional resource, two individual commercial resources, one church complex, and one residential historic district in the National Register. Of these, two were in support of Multiple Property Documentation Forms.

Multiple Property Documentation Forms and Historic Contexts. Conducted archival research, focusing on primary and secondary resources, to understand relevant trends and the associated historic contexts, identify associated property types, and establish registration requirements for future evaluations and National Register nominations. A reconnaissance survey was conducted or an advisory committee was formed to identify an inventory of potential resources for future evaluation. Consultation with stakeholders and the State Historic Preservation Office determined the initial resource to nominate in under the MPDF.

Historic Preservation Planning. Performed condition assessments and provided treatment recommendations according to the preferred preservation philosophy consistent with the *Secretary of the Interior's Standards and Guidelines for the Treatment of Historic Properties*. Planning documents included Design Guidelines and Preservation Plans.

Justin Miller

Architectural Historian



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EDUCATION

Bachelor of Science in Architectural Studies, University of Wisconsin-Milwaukee (2002)

PROFESSIONAL QUALIFICATIONS

Meets *Secretary of Interior's Professional Standards* for History and Architecture History (Code of Federal Regulations 36 CFR Part 61)

Over ten years' experience in cultural resource management and historic preservation

PROFESSIONAL EXPERIENCE

Cultural Resources Specialist. Extensive experience in preparation of Finding of Effect Documentation, Documentation for Consultation, Memorandum of Agreements, draft EIS, and consultation efforts for large scale transportation, utility, and energy projects relating to historic structures, and districts.

Reconnaissance and Intensive Surveys. Completed over 400 reconnaissance surveys for transportation and utility corridors, development sites, and energy projects throughout Wisconsin and prepared agency-specific survey reports and technical memos. Completed one intensive survey for the Wisconsin Historical Society and prepared intensive survey report.

National Register Nominations and Determinations of Eligibility. Completed over 200 Determination of Eligibility reports and multiple National Register nominations for buildings, landscapes, and historic districts in Wisconsin and Illinois.

Effects Documentation. Prepared Determination of No Adverse Effects documentation for over 30 transportation, utility, development site, and energy projects throughout Wisconsin.

Mitigation Documentation. Led consultation meetings for over ten projects involving Section 106 consultation between federal and state agencies, county agencies, local municipalities, and other stakeholders throughout Wisconsin. Produced Documentation for Consultation, Memoranda of Agreement, and executed a variety of mitigation stipulations related to historic built resources.

Public Outreach. Invited speaker for the Wisconsin Historical Society, the Victorian Society in America, the Chicago Architecture Biennial, and the Society of Architectural Historians.

Publications and Presentations. "Eighteen Hours with Mattie Williamson: Recreating a Day in the Life of the Glessners' Cook," *Nineteenth Century*, vol. 40 no. 2, Fall 2020. Presented illustrated lectures at the Wisconsin Historical Society Local History and Historic Preservation Conference, Wisconsin Historical Society Tax Credit Workshop, Glessner House, the Chicago Architecture Biennial, the Victorian Society in America, and Docomomo US/Minnesota.

GAIL KLEIN

Architectural-Historian

University of Wisconsin-Milwaukee Cultural Resource Management Services
3413 N. Downer Avenue • Milwaukee, Wisconsin 53211 • 414.251.6772 • grklein@uwm.edu



EDUCATION

Master of Science in Historic Preservation, University of Oregon, Eugene (2009)

Masters Thesis: A Survey and Inventory of Historic Grange Halls in Lane County, Oregon with Historic Context Report.

Bachelor of Arts in History, North Central College, Naperville, IL (2004)

Bachelor of Arts in Studio Art, North Central College, Naperville, IL (2004)

PROFESSIONAL QUALIFICATIONS

Meets Secretary of Interior's Professional Standards for History and Architecture History (Code of Federal Regulations 36 CFR Part 61)

Fourteen years experience in cultural resource management and historic preservation

OVERVIEW OF ARCHITECTURAL HISTORY & HISTORIC PRESERVATION EXPERIENCE

Concurrently maintain regular communications with the Wisconsin Department of Transportation, the Wisconsin State Historic Preservation Office, and other municipal, energy/utility clients regarding architecture/history investigations and review.

Led over 475 field surveys and thematic studies of architectural and historic resources throughout Wisconsin and upper Midwest according to established Wisconsin State Historic Preservation Office standards and prepared Section 106 and WisStat 44.40 compliance reports.

Conducted historical research, completed photographic documentation, and prepared Determination of Eligibility reports for over 130 historic buildings, structures, sites, and landscapes throughout Wisconsin.

Led consultation meetings and prepared Section 106 effects documentation including Determination of No Adverse Effects reports, Documentation for Consultation Reports, and Memoranda of Agreement for a wide range of projects.

Researched, wrote, and presented successful National Register of Historic Places nominations for individual houses, industrial sites, commercial buildings, farmsteads, churches, and community buildings in Wisconsin, Illinois, and Oregon.

Prepared tax credit application and documentation for commercial property rehabilitation projects.

Regular participant in on-going training and education for Historic Preservation and Cultural Resource Management through the Wisconsin Historical Society, the Wisconsin Department of Transportation, the National Preservation Institute, and the National Trust for Historic Preservation.

Kelly Blaubach

Architectural Historian



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PROFESSIONAL HISTORY

Architectural Historian, UWM-CRM, Milwaukee, Wisconsin (*October 2014-present*)

Intern, Wisconsin Historical Society, Division of Historic Preservation-Public History, Madison, Wisconsin (*May-August 2014*)

Intern, Milwaukee Public Library-Central, Wisconsin Architectural Archives, Milwaukee, Wisconsin (*September 2013-May 2014*)

EDUCATION

Master of Arts in History (Public History), University of Wisconsin-Milwaukee (*2014*)

Bachelor of Arts in History, Carroll University, Waukesha, Wisconsin (*2009*)

PROFESSIONAL QUALIFICATIONS, DEVELOPMENT & CERTIFICATIONS

Meets the *Secretary of Interior's Professional Qualifications Standards* for History and Architecture History (Code of Federal Regulations 36 CFR Part 61)

Wisconsin State Historical Society Historic Preservation Consultants Seminar (*2014-2021*)

Wisconsin State Historical Society Historic Tax Credit Workshop (*2020*)

Wisconsin Department of Transportation Annual Workshop for Architecture/History Consultants (*2015-2021*)

Wisconsin State Historical Society: Local History and Historic Preservation Conference (*2014-2019*)

National Preservation Institute seminar "The Recent Past: Strategies for Evaluation" (*October 2018*)

National Preservation Institute seminar "Section 106: An Introduction" (*December 2016*)

National Trust for Historic Preservation, Historic Preservation Conference (*2013*)

SUMMARY OF PROFESSIONAL EXPERIENCE

Cultural Resources Specialist. Extensive experience in preparation of Finding of Effect Documentation, Documentation for Consultation, and consultation efforts for large scale transportation, utility, and energy projects relating to historic structures, and districts.

National Register Nominations. Completed two National Register nominations for properties in Wisconsin.

Reconnaissance Surveys. Completed over thirty intensive surveys for transportation and utility corridor, development sites, and energy projects in Wisconsin, and prepared technical reports.

Intensive Surveys. Completed an intensive survey of the City of Superior in 2019.

Nicholas J. Weber

GIS Team and Technical Lead; Project Manager



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PROFESSIONAL HISTORY

GIS Team and Technical Lead; Project Manager, UWM-CRM, Milwaukee, Wisconsin (2020 to Present)

GIS Specialist, UWM-CRM, Milwaukee, Wisconsin (2014 to 2020)

GIS Technician, GLARC, Milwaukee, Wisconsin (2009-2014)

Staff Archaeologist, GLARC, Milwaukee, Wisconsin (2009-2014)

Field Technician I and II, GLARC, Milwaukee, Wisconsin (2006, 2008-2009)

Field Technician, UWM-HRMS, Milwaukee, Wisconsin (2004-2006)

EDUCATION

Bachelor of Arts in Anthropology, University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (2006)

PROFESSIONAL QUALIFICATIONS, DEVELOPMENT & CERTIFICATIONS

Geographic Information Systems (GIS) Graduate Certificate (Departments of Geography and Urban Planning). University of Wisconsin-Milwaukee. Milwaukee, Wisconsin. 2016.

Archaeological Consultants Training Workshop. Wisconsin Historical Society. Madison, Wisconsin. 2019.

Environmental Systems Research Institute (ESRI) User Conference. ESRI. Virtual Meetings. 2020; Virtual Meetings. 2021.

ESRI Wisconsin Users Group Meetings. ESRI. Milwaukee, Wisconsin. 2015; Green Bay, Wisconsin. 2016; Virtual Meetings. 2020.

Wisconsin Land Information Association (WLIA) Meetings. WLIA. Elkhart Lake, Wisconsin. 2018; Virtual Meetings. 2020.

SUMMARY OF PROFESSIONAL EXPERIENCE

GIS Specialist. Primary geospatial analyst and GIS project lead for most daily GIS responsibilities at the UWM-CRM program. Supervise staff of GIS Technicians and student employees with a wide range of previous GIS experience and formal technical training. Responsible for the accurate input of spatial data and sponsor CAD data sets into GIS, while properly maintaining geospatial databases and data for the CRM program GIS users. Conduct detailed spatial analyses, perform spatial predictive modeling and remote sensing, process and assist others in the use of LiDAR and raster data sets, geo-reference historic imagery and mapping, and conduct multiple types of spatial data analysis for all sizes of cultural resource projects and sponsors. Develop and deploy spatial web-based mapping products and spatial mobile applications for specific project requirements and sponsor needs.

University of Wisconsin-Milwaukee
Cultural Resource Management

BUDGET ESTIMATE 2023-0079

Allouez National Register of Historic Places Nomination:
Sunset Circle Residential Historic District

Architecture/History Investigations
February 2023

DIRECT COSTS

A: SALARIES & WAGES

TASK	PERSONNEL											
	Senior				LTE				Students			
	Title	\$/hr	Hrs	Total\$	Title	\$/hr	Hrs	Total\$	Title	\$/hr	Hrs	Total\$
Coordination & Administration	Princip. Investigator - II	38.86	25	\$ 971.50								
Architecture History Survey, Reporting	Historian I	28.79	205	\$ 5,901.95								
	GIS Analyst	25.73	16	\$ 411.68								

SUBTOTAL LABOR \$

246.00\$ 7,285.13

0.00\$ -

0.00\$ -

TOTAL LABOR \$

\$ 7,285.13

B: FRINGE BENEFITS

36.3% of Senior Personnel

\$ 2,644.50

TOTAL FRINGE BENEFITS

\$ 2,644.50

C: SUPPLIES & EXPENSES

Supplies									\$ 75.00
Meals	4	person days @	\$50	/day					\$ 200.00
Lodging	0	person days @	\$80	/day					\$ -
Vehicle Rental & Gasoline	4	\$100/day							\$ 400.00
Curation Fee									\$ 150.00
									\$ 825.00

TOTAL SUPPLIES

D: TOTAL DIRECT COSTS

(A + B + C)

\$ 10,754.63

E: INDIRECT COSTS

(d x 0.15)

\$ 1,613.19

TOTAL PROJECT COSTS

(D + E)

\$ 12,367.83



LEGACY
architecture

RESPONSE TO REQUEST FOR PROPOSAL SUNSET CIRCLE RESIDENTIAL HISTORIC DISTRICT



"When we build, let us think that we build forever.
Let it not be for present delight, nor for present use alone.
Let it be such work as our descendants will thank us for,
And let us think, as we lay stone on stone,
That a time is to come when those stones will be held sacred
Because our hands have touched them
And that men will say as they look upon the labor and wrought substance of them,
'See! This our fathers did for us!'"

John Ruskin, *The Seven Lamps of Architecture*, 1849

Legacy Architecture, Inc.

605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com
www.legacy-architectre.com

Executive Summary

Introduction

Legacy Architecture is pleased to respond to your Request for Proposal for the National Register Nomination of the Sunset Circle Residential Historic District in the Village of Allouez. This executive summary includes an introduction, description of firm, project team and experience with similar projects, project understanding, and project schedule.

Legacy Architecture, Inc. is an architectural, interior design, and historic preservation consulting firm offering professional services to municipalities, civic groups, building owners, and homeowners who seeks its expertise in historic preservation, community & recreational, commercial, and residential projects.

Legacy Architecture delivers quality professional services, listens to client's needs, generates a variety of thoughtful solutions, and stays abreast of the latest construction technologies and preservation methodologies. Our goal is to enable our clients to live, work, and play more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the past, designing for the present, and planning for the future.

Description of Firm

Legacy Architecture, Inc. is supported by a team of nine individuals including a Principal Architect, Interior Designer & Historic Preservation Consultant; a Senior Project Manager; a Project Manager; four Project Designers; a Historic Preservation Consultant; and an Administrative Services Coordinator. Our Principal Architect is licensed in Wisconsin and Iowa and also holds a NCARB Certificate which facilitates reciprocal registration in nearly every state and Canada. Outside consultants are brought in as needed in the areas of civil engineering; landscape architecture; structural, fire protection, plumbing, mechanical, and electrical engineering; and other specialties such as professional cost estimating.

Legacy Architecture, Inc. is located at 605 Erie Avenue in Sheboygan, Wisconsin, in the historic Prange House, which was constructed in 1923 for one of the founders of the H.C. Prange Company, a midwestern department store chain. An extensive restoration project utilizing historic tax credits was undertaken in 2014 to convert the building into professional office suites. Restored to its original splendor and upgraded for maximum energy efficiency, the Prange House showcases our work and our commitment to preserving local history while striving for a sustainable future.

We are existing building experts. Over the past several years, nearly 80% of our firm's work involved consulting, remodeling, or adding onto existing

buildings. Our staff has earned a state-wide reputation for our architectural design and historic preservation consulting services, and our projects have been recognized with awards from the International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Wisconsin Historical Society, Wisconsin Main Street program, Associated General Contractors of Wisconsin, American Planning Association Wisconsin Chapter, Wisconsin Association of Historic Preservation Commissions, Sheboygan Falls Chamber-Main Street, and the City of Green Bay for projects ranging from a \$10 million theatre revitalization to small commercial storefronts to historic preservation consulting reports. We see this as a testament to our level of expertise with regards to existing buildings and commitment to preserve the legacy of our past.

Our historic preservation consulting assignments have included numerous National Register nominations, National Register Multiple Property Documentation, Reconnaissance & Intensive Surveys, WisDOT Compliance Surveys, Section 106 Reviews, Architectural & Conditions Assessments, Historic Structures Reports, Feasibility Studies, Historic Treatment Programs, Façade Restoration Studies, and Historic Preservation Certification Applications. Samples of our historic preservation consulting reports are available upon request.

Project Team & Experience With Similar Projects

For this project, the team will be lead by our Principal Historic Preservation Consultant, Jennifer L. Lehrke, aided by Historic Preservation Consultant, Rowan Davidson, and our Administrative Services Coordinator, Lisa Hartman. Jennifer and Rowan have successfully completed several projects in the Village of Allouez including the Architectural & Historical Intensive Survey, Allouez Water Department & Town Hall nomination, Allouez Pump House nomination, Albert C. Neufeld House nomination, Herman A. & Lillian Greiling House nomination, Miramar Drive Residential Historic District nomination, and, most recently, the Robinson Hill Residential Historic District nomination.

In recent years, Legacy Architecture has prepared approximately 25% of all National Register nominations in the State of Wisconsin, including approximately 1/3rd of all historic district nominations. As such, our staff has developed a deep understanding of what it takes to complete a National Register nomination. Over the past 14 years, our staff has prepared over 50 nominations for historic districts and individual properties. These nominations include:

2021 TOPS Club Inc., Milwaukee

2021 New Richmond Commercial Hist. District, New Richmond

Executive Summary

2021 New Richmond East Side Historic District, New Richmond
2020 Black River Falls Commercial Hist. District, Black River Falls
2020 Caledonia Street Commercial Hist. District, La Crosse
2020 The Sheboygan Press, Sheboygan
2019 Siebken's Resort, Elkhart Lake
2019 Benjamin & Helen Simonds 10-Sided Barn, Greenfield
2019 Robinson Hill Residential Historic District, Allouez
2018 Waupun Commercial Historic District, Waupun
2018 Milwaukee - Emerson Residential Historic District, Beloit
2018 Sheboygan Municipal Auditorium & Armory, Sheboygan
2017 Washington Avenue Neoclassical Historic District, Oshkosh
2017 Miramar Drive Residential Historic District, Allouez
2017 St. Paul Avenue Industrial Historic District, Milwaukee
2017 Dr. Adolf & Helga Gundersen Cottage, La Crosse
2017 Herman A. & Lillian Greiling House, Allouez
2017 Albert C. Neufeld House, Allouez
2017 S&R Cheese Company, Plymouth
2017 Horicon State Bank, Horicon
2017 Michael & Margaritha Beck Farmstead, Jefferson
2017 Lorine Niedecker House, Sumner
2016 Downtown Plymouth Historic District, Plymouth
2016 Orchard Street Residential Historic District, Racine
2015 Clyman Street Residential Historic District, Watertown
2015 Downtown Delavan Commercial Historic District, Delavan
2015 Delavan Water Tower Park Historic District, Delavan
2015 Green Bay YMCA, Green Bay
2015 Albert & Minna Ten Eyck Round Barn, Spring Grove
2015 Allouez Pump House, Allouez
2015 Allouez Water Department & Town Hall, Allouez
2015 Rudolph Lueder 13-Sided Barn, Plymouth
2015 Eliza Prange House, Sheboygan
2014 Downtown Baraboo Historic District, Baraboo
2014 Frank Vocke Octagonal Barn, Mequon
2014 John Lindstrom Round Barn, Balsam Lake
2014 George & Mable Harris Round Barn, Forest
2014 Eagle Paper & Flouring Mill, Kaukauna
2014 Albert & Mary Shekey House, Koshkonong
2014 Wandawega Inn, Sugar Creek
2013 N. Main Street Bungalow Historic District, Oshkosh
2013 Kane Street Historic District, Burlington
2013 Bert & Mary Cunningham Round Barn, Viroqua

2012 Richards Hill Residential Historic District, Watertown
2012 Burlington Cemetery Chapel, Burlington
2012 Burlington Community Swimming Pool & Bathhouse, Burlington
2012 Charles & Herriette Klingholz House, Manitowoc Rapids
2011 Melvin Avenue Residential Historic District, Racine
2010 E. Division Street - Sheboygan Street Historic District, Fond du Lac
2009 Downtown Churches Historic District, Sheboygan

Project Understanding

The National Register of Historic Places is the official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Register program is administered by the National Park Service (NPS) at the federal level and the State Historic Preservation Office (SHPO) at the state level to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources. Listing in the National Register of Historic Places provides formal recognition of a property's historical, architectural, or archeological significance based on national standards used by every state. Due to the National Register program's high standards, we believe that National Register listing is truly an honor for the historic property owner and the community it is located within. We at Legacy Architecture, Inc. hold significant historic properties in high esteem and are honored to be involved with their preservation. We feel that this love of historic buildings is reflected in the quality of our work.

Over the years, our staff has developed a standard order of operations for completing this type of project so that no component is incomplete or forgotten. Preparation includes gathering all previously documented research and obtaining map data from the municipality.

We begin each project by visiting the subject properties. For historic districts, we are accompanied by SHPO staff who will review and approve the final district boundaries as well as which properties within the district are contributing and non-contributing. At this time, we observe significant characteristics and elements and document information about each property, including address, location, architectural style, and exterior wall materials. Exterior photographs are taken of each building or structure.

After the district has been documented, we research each property's historic significance, historic integrity, and historic context. Updates are then made to the online Wisconsin Historic Preservation Database (WHPD). At this time, we consult with SHPO staff to determine all

Executive Summary

National Register Criterion for which the district is eligible and the Period of Significance.

We view the preparation of a nomination as a rigorous scholarly endeavor as a National Register nomination serves the additional function of documenting the district's unique history and its significant historic characteristics. After a district is listed, as a public document, the nomination form can be a great resource for local historians, building owners, students, genealogists, tourism boards, and architecture enthusiasts. Our staff utilizes academic level research practices to ensure our reports contain only well-documented, verifiable, and factual information. For each project, we utilize a multitude of reliable research materials and resources, including government documents and records, United States Census records, city directories, Sanborn Fire Insurance Maps and other historic maps, original architectural blueprints, historic publications and newspapers, and local written histories that can be found in public and university libraries, local historical societies and history museums, private collections, governmental offices, professional online resources, and the WHS archives in Madison and its network of Area Research Centers located across the state. In all our written reports, including nominations, we utilize professional and academic citation standards and writing conventions.

After all necessary and available information is gathered, we prepare a nomination form according to the federal guidelines in the National Register Bulletin 16A: How to Complete National Register Registration Form and the supplementary state guidelines specified in the Supplementary Manual for Completing State Register and National Register of Historic Place Form in Wisconsin and submit all required products for review to the SHPO including:

- Completed National Register of Historic Places Inventory-Nomination Form
- 200-300 word Summary Statement
- Two sets of 4"x6" color prints
- PowerPoint presentation for the wrap up and Historic Preservation Review Board (HPRB) meetings
- Electronic files of all of the above on a compact disk
- Original USGS quadrangle map, properly labeled, along with UTM coordinates
- District map
- Completed Submission Checklist

Our photography is digital and created with state-of-the-art equipment to ensure meeting nomination requirements. We produce high-quality computer-generated maps to accompany nominations that exceed NPS and WHS nomination requirements.

After the nomination has been reviewed by the WHS, we make any necessary corrections or additions to the materials submitted at the request of the SHPO, HPRB, or NPS.

For historic districts, we conduct a public wrap up meeting for property owners in consultation with the Commission and the SHPO's National Register Coordinator at the project's completion.

Then, we present the nomination at the quarterly HPRB meeting and represent the Commission at said meeting. Legacy Architecture maintains a strong working relationship with SHPO staff, ensuring open communication during the nomination process as well as takes advantage of the SHPO staff's decades of insight, guidance, experiences, and expertise. Through our frequent communications during past projects, we have gained a deep understanding of the State and National Register programs' requirements. This relationship helps prevent difficulties during the nomination review and approval stages for timely, successful results. Legacy Architecture has never submitted a nomination that has been rejected by the HPRB.

Project Schedule

Assuming selection of Legacy Architecture, Inc. by March 2023, we propose the following timeline for the National Register nominations:

- | | |
|-------------------|-------------------------------|
| • April 2023 | District Boundaries |
| • April 2023 | Research & Data Gathering |
| • May 2023 | Preparation of Nomination |
| • June 2023 | Submission of Nomination |
| • April 2024* | Corrections & Additions |
| • May 2024* | Wrap Up Meeting |
| • May 2024* | HPRB Meeting & State Listing |
| • September 2024* | NPS Review & National Listing |

*Once the nomination is submitted, Legacy Architecture, Inc. has no control over the process, scheduling, or timeline of the SHPO, HPRB, or NPS. This date represents our best estimate based on our past experience.

Conclusion

We believe Legacy Architecture, Inc. is set apart from others offering historic preservation consulting services. We appreciate the opportunity to submit the attached RFP response and welcome the opportunity to work with the Village of Allouez once again.

Introductory Letter

February 13, 2023

Trevor Fuller, Director of Planning and Community Development
Village of Allouez
1900 Libal Street
Allouez, Wisconsin 54301

Re: Request for Proposal
Allouez National Register of Historic Places Nomination
Sunset Circle Residential Historic District

Dear Mr. Fuller:

Legacy Architecture is pleased to respond to your Request for Proposal for the National Register Nomination of Sunset Circle Residential Historic District.

Legacy Architecture, Inc. is an architectural, interior design, and historic preservation consulting firm offering professional services to municipalities, civic groups, building owners, and homeowners who seek its expertise in historic preservation, community & recreational, commercial, and residential projects. Legacy Architecture delivers quality of professional services, listens to client's needs, produces a variety of thoughtful solutions, and stays abreast of the latest construction technologies and preservation methodologies. Legacy Architecture's goal is to enable its clients to live and work more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the past, designing for the present, and planning for the future.

Over the years, our staff has earned a state-wide reputation in historic preservation services and has been recognized with awards from the International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Wisconsin Historical Society, Wisconsin Main Street program, Associated General Contractors of Wisconsin, American Planning Association Wisconsin Chapter, Wisconsin Association of Historic Preservation Commissions, Sheboygan Falls Chamber-Main Street, and the City of Green Bay for projects ranging from a \$10 million theatre revitalization to small commercial storefronts to historic preservation consulting reports. We see this as a testament to our level of expertise with regards to existing buildings and commitment to preserve the legacy of our past. As you will see, your project will build on our substantive track record of historic preservation work in Allouez and communities throughout Wisconsin.

Legacy Architecture is also a Woman-owned Business Enterprise (WBE) certified by the Wisconsin Department of Administration and Department of Transportation.

All terms and conditions outlined in the Request for Proposal are acceptable to us. Jennifer L. Lehrke will be the person authorized to represent Legacy Architecture, Inc. during the evaluation process, any negotiations, and signing of agreement that may result.

We believe Legacy Architecture, Inc. is set apart from others offering historic preservation consulting services. We appreciate the opportunity to submit this proposal and welcome the chance to work with the Village of Allouez once again.

Sincerely,

Legacy Architecture, Inc.



Jennifer L. Lehrke, AIA, NCARB
Principal Architect, Interior Designer & Historic Preservation Consultant

Description of Firm—Background & Stability



Expertise

Legacy Architecture, Inc. is a full service architectural, interior design, and historic preservation consulting firm. Founded in 2011, we offer professional services to state agencies, civic groups, municipalities, building owners, and homeowners who are drawn to the firm for its expertise in commercial, residential, and historic preservation projects. We are supported by a team of nine individuals including a Principal Architect, Interior Designer & Historic Preservation Consultant; a Senior Project Manager; a Project Manager; four Project Designers; a Historic Preservation Consultant; and an Administrative Services Coordinator. Our Principal Architect is licensed in Wisconsin and Iowa and also holds a NCARB Certificate which facilitates reciprocal registration in nearly every state and Canada. Outside consultants are brought in as needed in the areas of civil engineering; landscape architecture; structural, fire protection, plumbing, mechanical, and electrical engineering; and other specialties.

Mission

Legacy Architecture offers an unmatched ability to deliver quality professional services, listen to client's needs, generate a variety of thoughtful solutions, and stay abreast of the latest construction technologies and preservation methodologies. Our goal is to enable our clients to live, work, and play more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the [past](#), designing for the [present](#), and planning for the [future](#).

Legacy

We are existing building experts. Over the past several years, nearly 80% of our firm's work involved consulting, rehabilitating, or adding onto existing buildings. Our staff has earned a state-wide reputation for our architectural design and historic preservation consulting services, and our projects have been recognized with awards from the International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Wisconsin Historical Society, Wisconsin Main Street program, Associated General Contractors of Wisconsin, American Planning Association Wisconsin Chapter, Wisconsin Association of Historic Preservation Commissions, Sheboygan Falls Chamber-Main Street,

and the City of Green Bay for projects ranging from a \$10 million theatre revitalization to small commercial storefronts to historic preservation consulting reports. We see this as a testament to our level of expertise with regards to existing buildings and commitment to preserve the [legacy](#) of our past.

Former President of the American Institute of Architects, Carl Elefante, is credited with coining the statement, "The greenest building is the one that already exists," and we dedicate our practice's work to that ethos. Whether it's improving the building envelope or selecting low-flow plumbing fixtures; every decision helps contribute to the overall environmental "health" of a project and attests to our desire and commitment to provide environmentally responsible buildings as our [legacy](#) to the earth and future generations.



Location

Legacy Architecture, Inc. is located at 605 Erie Avenue in Sheboygan, Wisconsin, in the historic Prange House, which was constructed in 1923 for one of the founders of the H.C. Prange Company, a midwestern department store chain. An extensive restoration project utilizing historic tax credits was undertaken in 2014 to convert the building into professional office suites. Restored to its original splendor and upgraded for maximum energy efficiency, the Prange House showcases our work and our commitment to preserving local history while striving for a sustainable future.

Description of Firm—Relevant Examples

Historic Preservation Consulting Experience

National Register Historic District Nominations

Our staff has completed 22 National Register of Historic Places nominations for a variety of historic districts across the state — including numerous residential, downtown commercial, downtown civic center, and industrial areas — with local significance in the areas of architecture, commerce, education, government, industry, recreation & entertainment, religion, and social history and ranging in size from six to over 150 properties. In recent years, Legacy Architecture has prepared approximately 33% of all historic district nominations in the State of Wisconsin.

Our completed historic district nominations include:

2021	New Richmond Commercial Hist. District, New Richmond
2021	New Richmond East Side Historic District, New Richmond
2020	Black River Falls Commercial Hist. District, Black River Falls
2020	Caledonia Street Commercial Hist. District, La Crosse
2019	Robinson Hill Residential Historic District, Allouez
2018	Waupun Commercial Historic District, Waupun
2018	Milwaukee -Emerson Residential Hist. District, Beloit
2017	Washington Ave. Neoclassical Hist. District, Oshkosh
2017	Miramar Drive Residential Historic District, Allouez
2017	St. Paul Avenue Industrial Historic District, Milwaukee
2016	Downtown Plymouth Historic District, Plymouth
2016	Orchard Street Residential Historic District, Racine
2015	Clyman Street Residential Historic District, Watertown
2015	Downtown Delavan Commercial Hist. District, Delavan
2015	Delavan Water Tower Park Historic District, Delavan
2014	Downtown Baraboo Historic District, Baraboo
2013	N. Main Street Bungalow Historic District, Oshkosh
2013	Kane Street Historic District, Burlington
2012	Richards Hill Residential Historic District, Watertown



Robinson Hill Residential Historic District, Allouez



Milwaukee - Emerson Residential Historic District, Beloit



Miramar Drive Residential Historic District, Allouez



Orchard Street Residential Historic District, Racine

Description of Firm—Relevant Examples

- 2011 Melvin Avenue Residential Historic District, Racine
- 2010 E. Division-Sheboygan St. Historic District, Fond du Lac
- 2009 Downtown Churches Historic District, Sheboygan



North Main Street Bungalow Historic District, Oshkosh



Downtown Baraboo Historic District, Baraboo



Kane Street Historic District, Burlington



Melvin Avenue Residential Historic District, Racine



Richards Hill Residential Historic District, Watertown



East Division Street-Sheboygan Street Historic District, Fond du Lac



Downtown Churches Historic District, Sheboygan

Description of Firm—Relevant Examples

Historic Preservation Consulting Experience

National Register Individual Nominations

Our staff has completed 28 National Register of Historic Places nominations for a wide variety of individual properties—including seven centric barns, numerous residences, farmhouses, industrial buildings, governmental buildings, lake resorts, small town bank, a metropolitan YMCA, WPA-era armory and inaugural NBA arena, and a 1960s modern public swimming pool complex—with local and state levels of significance in the areas of agriculture, architecture, commerce, government, industry, literature, and recreation & entertainment. In recent years, Legacy Architecture has prepared approximately 13% of all individual architecture and history National Register nominations in the State of Wisconsin with 100% success rate.

Our residential nominations include the homes of a Midwestern department store chain founder, regionally prominent physician, and renowned poet and include architecturally significant examples of Italianate, Queen Anne, Georgian Revival, Mediterranean Revival, Norwegian influenced Arts & Crafts, and vernacular styles of architecture.

Our completed individual nominations include:

2021	TOPS Club Inc., Milwaukee
2020	Siebkens Resort Complex, Elkhart Lake
2020	The Sheboygan Press, Sheboygan
2019	Benjamin & Helen Simonds 10-Sided Barn, Greenfield
2018	Sheboygan Municipal Auditorium & Armory, Sheboygan
2017	Dr. Adolf & Helga Gundersen Cottage, La Crosse
2017	Herman A. & Lillian Greiling House, Allouez
2017	Albert C. Neufeld House, Allouez
2017	S&R Cheese Company, Plymouth
2017	Horicon State Bank, Horicon
2017	Michael & Margaritha Beck Farmstead, Jefferson
2017	Lorine Niedecker House, Sumner
2015	Green Bay YMCA, Green Bay



Benjamin & Helen Simonds 10-Sided Barn, Greenfield



Dr. Adolf & Helga Gundersen Cottage, La Crosse



Michael & Margaritha Beck Farmstead, Jefferson



Albert C. Neufeld House, Allouez

Description of Firm—Relevant Examples

- 2015 Albert & Minna Ten Eyck Round Barn,
Spring Grove
- 2015 Allouez Pump House,
Allouez
- 2015 Allouez Water Department & Town Hall,
Allouez
- 2015 Rudolph Lueder 13-Sided Barn,
Plymouth
- 2015 Eliza Prange House,
Sheboygan
- 2014 Frank Vocke Octagonal Barn,
Mequon
- 2014 John Lindstrom Round Barn,
Balsam Lake
- 2014 George & Mable Harris Round Barn,
Forest
- 2014 Eagle Paper & Flouing Mill,
Kaukauna
- 2014 Albert & Mary Shekey House,
Koshkonong
- 2014 Wandawega Inn,
Sugar Creek
- 2013 Bert & Mary Cunningham Round Barn,
Viroqua
- 2012 Burlington Cemetery Chapel,
Burlington
- 2012 Burlington Community Pools & Bathhouse,
Burlington
- 2012 Charles & Herriette Klingholz House,
Manitowoc Rapids



Eagle Paper & Flouing Mill, Kaukauna



Wandawega Inn, Sugar Creek



Bert & Mary Cunningham Round Barn, Viroqua



Charles & Herriette Klingholz House, Manitowoc Rapids



Burlington Cemetery Chapel, Burlington

Description of Firm—Relevant Examples

References

Sub Consulting Firms

Richards Hill and Clyman Street Residential Historic Districts Nominations No sub consulting firms will be used on this project.

Melissa Lampe, Chair
City of Watertown Historic Preservation Commission
400 North Washington Street
Watertown, Wisconsin 53098
(920) 390-2061
melissa.lampe@charter.net

North Main Street Bungalow and Washington Avenue Neoclassical Historic Districts Nominations

Shirley Brabender-Mattox, Chair
City of Oshkosh Historic Preservation Commission
1313 Jackson Street
Oshkosh, Wisconsin 54901
(920) 233-2833
smattox@ameritech.net

Kane Street Historic District, Burlington Cemetery Chapel, and Burlington Community Swimming Pools & Bathhouse Nominations and City of Burlington Intensive Survey

Tom Stelling, Chair
City of Burlington Historic Preservation Commission
181 West Chestnut St.
Burlington, Wisconsin 53105
(262) 763-8725
thomas_s@stelarchit.com

Project Team & Experience with Similar Projects



Jennifer L. Lehrke, AIA, NCARB
President, Principal Architect, Interior Designer & Historic Preservation Consultant

Jennifer L. Lehrke founded Legacy Architecture, Inc. in 2011. She has a broad range of historic preservation experience in a variety of project types. Her award-winning historic preservation work ranges from a \$10 million theatre restoration to numerous small storefronts to historic preservation consulting reports. In addition to project status reporting, supervision of project team, and oversight from project conception to completion, Jennifer's responsibilities include marketing, design, technical development, specification and report writing & editing, and construction contract administration. Jennifer meets the Secretary of the Interior's Professional Qualification Standards in the fields of Architecture, Historic Architecture, and Architectural History and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain her status as a qualified historic preservation consultant. Jennifer has participated in over 50 National Register nominations. She lives in rural Sheboygan County.

Project Role

Jennifer will serve as the Project Principal, Project Manager, and primary contact for this project. Her amount of time assigned to this project will be approximately 4 hours. She will be responsible for supervision of the project team, project management and oversight from project conception to completion, and report editing.

Unique qualifications that make Jennifer a valuable resource for this specific project include her previous experience as primary investigator for the 2013 Architectural & Historical Intensive Survey of the Village of Allouez as well as co-author of the National Register nominations for several resources located within Allouez, including the Robinson Hill Residential Historic District, Miramar Drive Residential Historic District, Herman A. & Lillian Greiling House, Albert C. Neufeld House, Allouez Pump House, and Allouez Water Department & Town Hall.

National Register Nomination Experience

2021	TOPS Club Inc., Milwaukee
2021	New Richmond Commercial Hist. District, New Richmond
2021	New Richmond East Side Historic District, New Richmond
2020	Black River Falls Commercial Hist. District, Black River Falls
2020	Caledonia Street Commercial Hist. District, La Crosse
2020	The Sheboygan Press, Sheboygan
2019	Siebken's Resort, Elkhart Lake
2019	Benjamin & Helen Simonds 10-Sided Barn, Greenfield
2019	Robinson Hill Residential Historic District, Allouez
2018	Waupun Commercial Historic District, Waupun
2018	Milwaukee-Emerson Residential Hist. District, Beloit
2018	Sheboygan Municipal Auditorium & Armory, Sheboygan
2017	Washington Ave. Neoclassical Historic District, Oshkosh
2017	Miramar Drive Residential Historic District, Allouez
2017	St. Paul Avenue Industrial Historic District, Milwaukee
2017	Dr. Adolf & Helga Gundersen Cottage, La Crosse
2017	Herman A. & Lillian Greiling House, Allouez
2017	Albert C. Neufeld House, Allouez
2017	S&R Cheese Company, Plymouth
2017	Horicon State Bank, Horicon
2017	Michael & Margaritha Beck Farmstead, Jefferson
2017	Lorine Niedecker House, Sumner

Project Team & Experience with Similar Projects

2016	Downtown Plymouth Historic District, Plymouth	National Register Multiple Property Documentation Experience
2016	Orchard Street Residential Historic District, Racine	2013 Central Barns of Wisconsin
2015	Clyman Street Residential Historic District, Watertown	Education
2015	Downtown Delavan Commercial Hist. District, Delavan	1999 Master of Architecture Preservation Studies Certificate University of Wisconsin-Milwaukee
2015	Delavan Water Tower Park Historic District, Delavan	1997 Bachelor of Science in Architectural Studies Art History & Criticism Minor University of Wisconsin-Milwaukee
2015	Green Bay YMCA, Green Bay	
2015	Albert & Minna Ten Eyck Round Barn, Spring Grove	Professional Affiliations
2015	Allouez Pump House, Allouez	American Institute of Architects (AIA) National Trust for Historic Preservation Sheboygan County Historical Society & Museum
2015	Allouez Water Department & Town Hall, Allouez	Wisconsin Association of Historic Preservation Commissions (WAHPC) Wisconsin Historical Society (WHS) Wisconsin Trust for Historic Preservation
2015	Rudolph Lueder 13-Sided Barn, Plymouth	
2015	Eliza Prange House, Sheboygan	
2014	Downtown Baraboo Historic District, Baraboo	License & Accreditation
2014	Frank Vocke Octagonal Barn, Mequon	2019 Wisconsin Registered Interior Designer
2014	John Lindstrom Round Barn, Balsam Lake	2013 National Council of Architectural Registration Boards (NCARB)
2014	George & Mable Harris Round Barn, Forest	2013 Iowa Registered Architect
2014	Eagle Paper & Flouring Mill, Kaukauna	2002 Wisconsin Registered Architect
2014	Albert & Mary Shekey House, Koshkonong	Awards
2014	Wandawega Inn, Sugar Creek	2020 WAHPC Award of Excellence for Restoration/Rehabilitation of the Waukesha County Historical Society and Museum, Waukesha
2013	N. Main Street Bungalow Historic District, Oshkosh	2020 WAHPC Award of Excellence for Restoration/Rehabilitation for Sartori Company, Plymouth
2013	Kane Street Historic District, Burlington	2020 WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey
2013	Bert & Mary Cunningham Round Barn, Viroqua	2020 American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan
2012	Richards Hill Residential Historic District, Watertown	2019 WAHPC Award of Excellence for Restoration/Rehabilitation for Lorenzen Holdings & Pete's Garage, Green Bay
2012	Burlington Cemetery Chapel, Burlington	2018 UWM Alumni Association Community Service Award
2012	Burlington Community Pools & Bathhouse, Burlington	2018 AIA Wisconsin Citation for Distinguished Service
2012	Charles & Herriette Klingholz House, Manitowoc Rapids	2016 AIA Wisconsin Citation for Distinguished Service
2011	Melvin Avenue Residential Historic District, Racine	2016 City of Green Bay's Mayor's Beautification Award for Pete's Garage, Green Bay
2010	E. Division-Sheboygan St. Historic District, Fond du Lac	
2009	Downtown Churches Historic District, Sheboygan	

Project Team & Experience with Similar Projects

2016	Associated General Contractors of Wisconsin Build Wisconsin Award for Best Commercial Renovation Project for Pete's Garage, Green Bay	2013	AIA Northeast Wisconsin Vice President & AIA Wisconsin Board of Directors Member
2012	Wisconsin Main Street Award for Best New Building for Mersberger Financial Group, Sheboygan Falls	2012	AIA Northeast Wisconsin Secretary/Treasurer
2011	The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2010 for the Fox River Lock Keeper Houses	2011	Sustainable Living Group Vice President
2011	Sheboygan Falls Chamber-Main Street Building Improvement Award for Mersberger Financial Group, Sheboygan Falls	2009-2011	City of Sheboygan Sustainable Sheboygan Task Force Member
2010	Coastal Connections Young Professionals Network of Sheboygan County Making Their Mark: Top Young Professionals Award	2008-2010	Sheboygan County Historical Research Center President
2003	Wisconsin Main Street Award for Best Rehabilitation over \$7,500 for 101 Pine Street, Sheboygan Falls	2006-2008	Sheboygan County Historical Research Center Secretary
2002	The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2001 for the Stefanie Weill Center for the Performing Arts, Sheboygan	2006-2008	Sheboygan County Historical Society & Museum Secretary
2002	International Masonry Institute Wisconsin Golden Trowel Award for the Best of Tile/Marble/Terrazzo for the Stefanie Weill Center for the Performing Arts, Sheboygan	2001-2007	City of Sheboygan Falls Historic Preservation Commission Member
2002	Wisconsin Historical Society Historic Preservation Certificate of Commendation for the Stefanie Weill Center for the Performing Arts, Sheboygan	2000-2007	Sheboygan Falls Chamber-Main Street Design Committee Member
Volunteer Work		2004-2006	Sheboygan County Historical Society & Museum Board of Directors Member
2021	AIA Wisconsin President	2002-2006	Sheboygan County Historical Research Center Board of Directors Member
2020	AIA Wisconsin Vice President/President-elect	Speaking Engagements	
2019-2020	AIA Wisconsin Transition & Search Committee Chair	2020	WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey
2019	AIA Wisconsin Secretary/Treasurer	2019	WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey
2017-2019	The Armory Community Project President	2019	WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison
2017-2019	WAHPC Board Member	2019	UWM School of Architecture Graduate Student Colloquium
2017-2018	Wisconsin Historic Tax Credit Coalition	2019	UWM School of Architecture Arch 110 Guest Speaker
2015-2019	AIA Wisconsin Board of Directors Director at Large Member	2018	Ladies Night: The Architecture of Sheboygan
2017	AIA Wisconsin Fall Workshop Chair	2018	Sheboygan County Historical Society & Museum - Speaker Series: National Register of Historic Places in the City of Sheboygan
2016	International Masonry Institute Award Jury	2018	Sheboygan County Historical Society & Museum - Speaker Series: History of the Sheboygan Municipal Auditorium & Armory
2016	East Central Wisconsin Regional History Day Event Contest Judge	2018	Ladies Night: The Architecture of Historic Downtown Plymouth
2009-2016	AIA Northeast Wisconsin Continuing Education Coordinator	2018	WHS Historic Preservation Tax Credit Workshop: ADA in Tax Credit Projects
2014-2015	AIA National Board Community Committee Member	2017	WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company
2014	AIA Northeast Wisconsin President & AIA Wisconsin Board of Directors Member	2017	WHS Local History & Historic Preservation Conference: Do I Have to Make My Building Accessible and How?

Project Team & Experience with Similar Projects

2017	WHS Local History & Historic Preservation Conference: Planning a Historic Building Rehabilitation Project	2007	Sheboygan County Historical Society & Museum Third Saturdays Program:
2017	AIA Wisconsin Fall Workshop Panel Discussion: Business Evolution	2006	Sheboygan County's WPA Projects
2017	Sheboygan County Historical Society & Museum Historic Home Tour Program: E.A. Zundel & Marian Crocker Home		Free & Accepted Masons of Sheboygan Lodge No. 11 Fundraising Program: The Masons, The Lodge & Historic Preservation
2017	Waukesha Preservation Alliance Preservation Days, Museum Speaker Series: Historic Tax Credits		
2016	Manitowoc Symphony Orchestra Holiday Tour of Homes: Klingholz House		
2016	WHS Local History & Historic Preservation Conference: There's Something about Mary, Evolution of the Mary Nohl Art Environment		
2016	American Association of University Women -Sheboygan: Legacy Architecture		
2016	Sheboygan County Historical Society & Museum Historic Home Tour Program: Eliza Prange Home		
2016	National Main Street Center's Main Street Now Conference: Historic Sheboygan County Mobile Workshop		
2016	AIA Northeast Wisconsin Building Tour Program: Pete's Garage		
2014	WHS Local History & Historic Preservation Conference: No Building Project is Too Small for Big ideas		
2012	City of Racine Landmarks Preservation Commission Workshops: National Register, Criteria, and Process for Listing		
2011	Sustainable Living Group Thinking Green Thursdays Program: USGBC's LEED Rating System		
2009	Green Drinks - Sheboygan Monthly Event: USGBC's LEED Rating System		
2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Design for New Construction & Remodeling		
2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Green Building Rating Systems		
2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Energy Efficient Home Design		
2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Historic Home Remodeling		
2008	Sheboygan County Historical Research Center Second Saturdays Program:		
2007	Sheboygan County's Historic Landmarks Sheboygan County Historical Society & Museum Third Saturdays Program: Taylor House 1850's - Living the High Life		

Project Team & Experience with Similar Projects



**Rowan Davidson, PhD, Associate AIA
Designer & Historic Preservation Consultant**

Rowan has been with Legacy Architecture since May 2013. His responsibilities include historical research, report writing, and project management with a smattering of computer-aided drafting. Rowan meets the Secretary of the Interior's Professional Qualification Standards in the fields of History, Architectural History, and Historic Architecture and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain his status as a qualified historic preservation consultant. Rowan has participated in over 38 National Register nominations. He lives in Dane County.

Project Role

Rowan will serve as a Key Project Team Member for this project. His amount of time assigned to this project will be approximately 126 hours. He will be responsible for photography, historical research, and report writing, formatting, and production.

Unique qualifications that make Rowan a valuable resource for this specific project include his previous experience researching the history of Allouez and preparing the National Register nominations for several resources located within Allouez, including the Robinson Hill Residential Historic District, Miramar Drive Residential Historic District, Herman A. & Lillian Greiling House, Albert C. Neufeld House, Allouez Pump House, and Allouez Water Department & Town Hall.

National Register Nomination Experience

2021	TOPS Club Inc., Milwaukee
2021	New Richmond Commercial Hist. District, New Richmond
2021	New Richmond East Side Historic District, New Richmond
2020	Black River Falls Commercial Hist. District, Black River Falls
2020	Caledonia Street Commercial Hist. District, La Crosse
2020	The Sheboygan Press, Sheboygan
2019	Siebken's Resort, Elkhart Lake
2019	Benjamin & Helen Simonds 10-Sided Barn, Greenfield
2019	Robinson Hill Residential Historic District, Allouez
2018	Waupun Commercial Historic District, Waupun
2018	Milwaukee-Emerson Residential Hist. District, Beloit
2018	Sheboygan Municipal Auditorium & Armory, Sheboygan
2017	Washington Ave. Neoclassical Historic District, Oshkosh
2017	Miramar Drive Residential Historic District, Allouez
2017	St. Paul Avenue Industrial Historic District, Milwaukee
2017	Dr. Adolf & Helga Gundersen Cottage, La Crosse
2017	Herman A. & Lillian Greiling House, Allouez
2017	Albert C. Neufeld House, Allouez
2017	S&R Cheese Company, Plymouth
2017	Horicon State Bank, Horicon
2017	Michael & Margaritha Beck Farmstead, Jefferson
2017	Lorine Niedercker House, Sumner
2016	Downtown Plymouth Historic District, Plymouth
2016	Orchard Street Residential Historic District, Racine
2015	Clyman Street Residential Historic District, Watertown
2015	Rudolph Lueder 13-Sided Barn, Plymouth
2015	Allouez Water Department & Town Hall, Allouez

Project Team & Experience with Similar Projects

2015	Allouez Pump House, Allouez	2020	WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey
2015	Downtown Delavan Commercial Historic District, Delavan	2019	WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey
2015	Delavan Water Tower Park Historic District, Delavan	2019	WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison
2015	Albert & Minna Ten Eyck Round Barn, Spring Grove	2017	WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company
2015	Green Bay YMCA, Green Bay		
2014	Downtown Baraboo Historic District, Baraboo		
2014	George & Mable Harris Round Barn, Forest		
2014	John Lindstrom Round Barn, Balsam Lake		
2014	Frank Vocke Octagonal Barn, Mequon		
2013	Kane Street Historic District, Burlington		
2013	Bert & Mary Cunningham Round Barn, Viroqua		

National Register Multiple Property Documentation Experience

2013 Central Barns of Wisconsin

Education

2018 Doctorate in Art History
University of Wisconsin
2007 Master of Architecture
University of Illinois at Chicago
2005 Bachelor of Science in History
University of Chicago

Professional Affiliations

American Institute of Architects (AIA)

Awards

2020 WAHPC Award of Excellence for
Identification & Designation for City of
Madison Underrepresented Communities
Intensive Survey
2020 WAHPC Award of Excellence for
Restoration/Rehabilitation for Sartori
Company, Plymouth
2020 American Planning Association Wisconsin
Chapter Planning Excellence Award for City
of Madison Historic Preservation Plan

Recent Speaking Engagements

2020 Upper Midwest American Planning
Association Conference: Racial Equity &
Social Justice in Preserving, Planning,
Developing the City of Madison's Historic
Preservation Plan

Project Team & Experience with Similar Projects



Lisa Hartman
Administrative Services Coordinator

Lisa has been with Legacy Architecture since October 2021. Her responsibilities include bookkeeping, billing, payroll, marketing & social media, project assistance, and clerical services. Lisa lives in Sheboygan County.

Project Role

Lisa will serve as a Project Team Member for this project. Her amount of time assigned to this project will be approximately 2 hours. She will be responsible for bookkeeping, billing, payroll, project assistance, data entry, and clerical services.

Unique qualifications that make Lisa a valuable resource for this specific project include his previous experience on two other National Register nominations and several Intensive Surveys.

Education

2010	Bachelor of Science in Information Studies University of Wisconsin-Milwaukee
1994	Associates in Accounting Lakeshore Technical College

Professional Affiliates

Professional Women's Connection (PWC)
-Sheboygan Chapter

Volunteer Activities

2020-present Rebuilding Together-Sheboygan County
Treasurer

2020-2022	John Michael Kohler Arts Center (JMKAC) Friends of Art Council (FOA) President
2018	JMKAC FOA President-Elect
2018-2020	Professional Women's Connection (PWC) Executive Board of Directors President
2018	PWC Conference Chair
2016	PWC Conference Chair
2014-present	PWC Executive Board of Directors Web Chair
2014-present	PWC-Sheboygan Chapter Board of Directors Web Chair
2012-2013	PWC-Sheboygan Chapter Board of Directors Program Chair
2011	PWC-Sheboygan Chapter member
2005-present	JMKAC FOA Hospitality Chair
2004	JMKAC FOA President
2003	JMKAC FOA Secretary
1997	JMKAC FOA member

The National Register of Historic Places is the official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Register program is administered by the National Park Service (NPS) at the federal level and the State Historic Preservation Office (SHPO) at the state level to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources. Listing in the National Register of Historic Places provides formal recognition of a property's historical, architectural, or archeological significance based on national standards used by every state. Due to the National Register program's high standards, we believe that National Register listing is truly an honor for the historic property owner and the community it is located within. We at Legacy Architecture, Inc. hold significant historic properties in high esteem and are honored to be involved with their preservation. We feel that this love of historic buildings is reflected in the quality of our work.

Over the years, our staff has developed a standard order of operations for completing this type of project so that no component is incomplete or forgotten. Preparation includes gathering all previously documented research and obtaining map data from the municipality.

We begin each project by visiting the subject properties. For historic districts, we are accompanied by SHPO staff who will review and approve the final district boundaries as well as which properties within the district are contributing and non-contributing. At this time, we observe significant characteristics and elements and document information about each property, including address, location, architectural style, and exterior wall materials. Exterior photographs are taken of each building or structure.

After the district has been documented, we research each property's historic significance, historic integrity, and historic context. Updates are then made to the online Wisconsin Historic Preservation Database (WHPD). At this time, we consult with SHPO staff to determine all National Register Criterion for which the district is eligible and the Period of Significance.

We view the preparation of a nomination as a rigorous scholarly endeavor as a National Register nomination serves the additional function of documenting the district's unique history and its significant historic characteristics. After a district is listed, as a public document, the nomination form can be a great resource for local historians, building owners, students, genealogists, tourism boards, and architecture enthusiasts. Our staff utilizes academic level research practices to ensure our reports contain only well-documented, verifiable, and factual information. For each project, we utilize a multitude of reliable research

materials and resources, including government documents and records, United States Census records, city directories, Sanborn Fire Insurance Maps and other historic maps, original architectural blueprints, historic publications and newspapers, and local written histories that can be found in public and university libraries, local historical societies and history museums, private collections, governmental offices, professional online resources, and the WHS archives in Madison and its network of Area Research Centers located across the state. In all our written reports, including nominations, we utilize professional and academic citation standards and writing conventions.

After all necessary and available information is gathered, we prepare a nomination form according to the federal guidelines in the National Register Bulletin 16A: How to Complete National Register Registration Form and the supplementary state guidelines specified in the Supplementary Manual for Completing State Register and National Register of Historic Place Form in Wisconsin and submit all required products for review to the SHPO including:

- Completed National Register of Historic Places Inventory-Nomination Form
- 200-300 word Summary Statement
- Two sets of 4"x6" color prints
- PowerPoint presentation for the wrap up and Historic Preservation Review Board (HPRB) meetings
- Electronic files of all of the above on a compact disk
- Original USGS quadrangle map, properly labeled, along with UTM coordinates
- District map
- Completed Submission Checklist

Our photography is digital and created with state-of-the-art equipment to ensure meeting nomination requirements. We produce high-quality computer-generated maps to accompany nominations that exceed NPS and WHS nomination requirements.

After the nomination has been reviewed by the WHS, we make any necessary corrections or additions to the materials submitted at the request of the SHPO, HPRB, or NPS.

For historic districts, we conduct a public wrap up meeting for property owners in consultation with the Commission and the SHPO's National Register Coordinator at the project's completion.

Then, we present the nomination at the quarterly HPRB meeting and represent the Commission at said meeting. Legacy Architecture maintains a strong working relationship with SHPO staff, ensuring open communication during the nomination process as well as

Project Understanding

takes advantage of the SHPO staff's decades of insight, guidance, experiences, and expertise. Through our frequent communications during past projects, we have gained a deep understanding of the State and National Register programs' requirements. This relationship helps prevent difficulties during the nomination review and approval stages for timely, successful results. Legacy Architecture has never submitted a nomination that has been rejected by the HPRB.

Project Schedule

Assuming selection of Legacy Architecture, Inc. by March 2023, we propose the following timeline for the National Register nominations:

- April 2023 District Boundaries
- April 2023 Research & Data Gathering
- May 2023 Preparation of Nomination
- June 2023 Submission of Nomination
- April 2024* Corrections & Additions
- May 2024* Wrap Up Meeting
- May 2024* HPRB Meeting & State Listing
- September 2024* NPS Review & National Listing

*Once the nomination is submitted, Legacy Architecture, Inc. has no control over the process, scheduling, or timeline of the SHPO, HPRB, or NPS. This date represents our best estimate based on our past experience.

Additional Information—Certificates of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/01/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER WADE ELDER AGENCY, LLC 1407 EASTERN AVE PLYMOUTH, WI 53073	CONTACT NAME: WADE ELDER AGENCY, LLC PHONE (A/C, No, Ext): (920) 893-8406 FAX (A/C, No): E-MAIL ADDRESS: welder@amfam.com INSURER(S) AFFORDING COVERAGE INSURER A : Midvale Indemnity Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED LEGACY ARCHITECTURE INC 605 ERIE AVE SHEBOYGAN WI 53081	NAIC # 27138

COVERAGES **CERTIFICATE NUMBER: 3154758397764335080590201** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY			BPP1067215	01/20/2023	01/20/2024	EACH OCCURRENCE \$2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	N	N				DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000
							MED EXP (Any one person) \$5,000
							PERSONAL & ADV INJURY \$2,000,000
							GENERAL AGGREGATE \$4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$4,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	OTHER:						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person)
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)
							PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N						E.L. EACH ACCIDENT
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT
	PROFESSIONAL LIABILITY						OCCURRENCE AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Engineers or Architectural Consulting - No Construction

CERTIFICATE HOLDER

Trevor Fuller, Director of Planning and Community Development
 Village of Allouez
 1900 Libal Street
 Allouez, WI, 54301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Additional Information—Certificates of Insurance



CERTIFICATE OF LIABILITY INSURANCE

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02/14/2023

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PRODUCER BENEPAC INC 83412064 250 N PATRICK BLVD SUITE 100 BROOKFIELD WI 53045		CONTACT NAME: PHONE (262) 207-1999 (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		NAIC#	
		INSURER A : Hartford Casualty Insurance Company	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE AGGREGATE	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	83 WBC BU6670	01/20/2023	01/20/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT E.L. DISEASE -EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 \$100,000 \$100,000 \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

CERTIFICATE HOLDER

Village of Allouez
 Trevor Fuller, Director of Planning
 1900 LIBAL ST
 ALLOUEZ WI 54301

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Susan L. Castaneda

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Additional Information—Certificates of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/14/2023

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PRODUCER 1-800-527-9049 Holmes Murphy & Associates - WI 1600 Aspen Commons Suite 990 Middleton, WI 53562 INSURED Legacy Architecture, Inc. 605 Erie Ave, Suite 101 Sheboygan, WI 53081	CONTACT NAME: Ginger Franke PHONE (A/C, No, Ext): 800-527-9049 FAX (A/C, No): E-MAIL ADDRESS: GFranke@holmesmurphy.com <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: BERKLEY INS CO</td> <td>32603</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: BERKLEY INS CO	32603	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: BERKLEY INS CO	32603														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER: 67840567

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims Made			AES906367404	01/24/23	01/24/25	Each Claim 1,000,000 Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Village of Allouez ATTN: Trevor Fuller 1900 Libal Street Allouez, WI 54301 <div style="text-align: right;">USA</div>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <div style="text-align: center;"> </div>
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Fee Information

Sunset Circle Residential Historic District, Village of Allouez, WI

District Boundaries **\$ 515**

Expense	Rate	Hours/Miles	Cost
Jen - Fieldwork Time	\$ 160.00	0	\$ -
Jen - Travel Time	\$ 160.00	0	\$ -
Jen - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Rowan - Prep Time	\$ 80.00	0	\$ -
Rowan - Fieldwork Time	\$ 80.00	3	\$ 240.00
Rowan - Travel Time	\$ 80.00	2	\$ 160.00
Rowan - Mileage Reimbursable Expense	\$ 0.721	120	\$ 95.11
Lisa - Admin/Invoice	\$ 70.00	0.25	\$ 17.50
Miscellaneous Reimbursable Expenses			\$ 2.39

Jen 0.00
Rowan 5.00
Lisa 0.25
Hours 5.25
Miles 120

Research & Data Gathering **\$ 3,475**

Expense	Rate	Hours/Miles	Cost
Jen - Research Time	\$ 160.00	0	\$ -
Jen - Travel Time	\$ 160.00	0	\$ -
Jen - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Rowan - Research Time	\$ 80.00	40	\$ 3,200.00
Rowan - Travel Time	\$ 80.00	2	\$ 160.00
Rowan - Mileage Reimbursable Expense	\$ 0.721	120	\$ 95.11
Lisa - Admin/Invoice	\$ 70.00	0.25	\$ 17.50
Miscellaneous Reimbursables Expenses			\$ 2.39

Jen 0.00
Rowan 42.00
Lisa 0.25
Hours 42.00
Miles 120

Nomination **\$ 5,940**

Expense	Rate	Hours/Miles	Cost
Jen - Writing/Editing Time	\$ 160.00	4	\$ 640.00
Jen - Travel Time	\$ 160.00	0	\$ -
Jen - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Rowan - Writing/Editing Time	\$ 80.00	60	\$ 4,800.00
Rowan - Sketch Maps/Plans	\$ 80.00	4	\$ 320.00
Rowan - USGS Map	\$ 80.00	1	\$ 80.00
Rowan - Travel Time	\$ 80.00	0	\$ -
Rowan - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Lisa - Admin/Invoice	\$ 70.00	0.5	\$ 35.00
Photographs Reimbursable Expense	# photos	36	\$ 20.00
Printing Reimbursable Expense	# pages	102	\$ 44.88
Miscellaneous Reimbursable Expenses			\$ -

Jen 4.00
Rowan 65.00
Lisa 0.50
Hours 69.50
Miles 0

Wrap Up Meeting **\$ 755**

Expense	Rate	Hours/Miles	Cost
Jen - Meeting Time	\$ 160.00	0	\$ -
Jen - Travel Time	\$ 160.00	0	\$ -
Jen - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Rowan - Prep Time	\$ 80.00	4	\$ 320.00
Rowan - Meeting Time	\$ 80.00	2	\$ 160.00
Rowan - Travel Time	\$ 80.00	2	\$ 160.00
Rowan - Mileage Reimbursable Expense	\$ 0.721	120	\$ 95.11
Lisa - Admin/Invoice	\$ 70.00	0.25	\$ 17.50
Miscellaneous Reimbursable Expenses			\$ 2.39

Jen 0.00
Rowan 8.00
Lisa 0.25
Hours 8.00
Miles 120

State Historic Preservation Review Board Meeting **\$ 440**

Expense	Rate	Hours/Miles	Cost
Jen - Prep Time	\$ 160.00	0	\$ -
Jen - Meeting Time	\$ 160.00	0	\$ -
Jen - Travel Time	\$ 160.00	0	\$ -
Jen - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Rowan - Prep Time	\$ 80.00	2	\$ 160.00
Rowan - Meeting Time	\$ 80.00	3	\$ 240.00
Rowan - Travel Time	\$ 80.00	0.25	\$ 20.00
Rowan - Mileage Reimbursable Expense	\$ 0.721	0	\$ -
Lisa - Admin/Invoice	\$ 70.00	0.25	\$ 17.50
Miscellaneous Reimbursable Expenses			\$ 2.50

Jen 0.00
Rowan 5.25
Lisa 0.25
Hours 5.25
Miles 0

TOTAL FEE - NOT TO EXCEED **\$ 11,125**

Tasks not performed by Legacy Architecture for the project, which must be performed by the Village include:

- Scheduling, providing a meeting room for, and sending notices to all property owners for the wrap up meeting.
- Providing .dwg or .dxf files of aerial mapping of the nominated areas, including streets, property lines, and building footprints so we may accurately provide district maps.
- Providing names and mailing addresses of all property owners in the nominated areas so we may produce three sets of mailing labels.



Request for Proposal:

Allouez National Register of Historic Places Nomination

Sunset Circle Residential Historic District

Allouez Village Hall
1900 Libal Street
Allouez, Wisconsin 54301

January 2023

I. INTRODUCTION

A. Project Summary

The Village of Allouez is requesting proposals for completion of National Register nomination for one residential historic district – the Sunset Circle Residential Historic District. These homes were identified in the Architectural and Historical Intensive Survey completed in 2013.

Funding for consulting services is based on a Wisconsin Historical Society Certified Local Government Grant.

All deliverables in the Scope of Work are due to the State Historic Preservation Office by **Monday, July 31, 2023**, with project work being completed by **Thursday, August 31, 2023**.

The consultant selected to do this work will contract with, and be responsible to, the Village Administrator, the Village Board, and the Historic Preservation Committee for the completion of work described in the RFP.

B. Project Contact

Questions for clarification concerning the RFP should be directed to:

Trevor Fuller, Director of Planning and Community Development
Village of Allouez
1900 Libal Street
Allouez, WI 54301
Phone: 920-448-2800, ext. 134
E-mail: trevor.fuller@villageofallouezwi.gov

C. Directions for Submittal of Proposal

Consultants shall submit five (5) complete copies of the proposal. An electronic copy of the proposal and project budget shall also be emailed or included with the proposal.

These materials must be received at the Allouez Village Hall by **11:00 a.m. on Friday, February 17, 2023**, at the following address:

*Attn: Trevor Fuller, Director of Planning and Community Development
1900 Libal Street
Allouez, WI 54301*

Packages containing the proposal and any related materials shall be plainly marked on the outside in the following manner:

“Allouez National Register of Historic Places Nominations”

D. Pre-Proposal Meeting

There are no pre-proposal meetings pertaining to the RFP specifically scheduled at this time. Consultants intending to submit formal proposals and who may wish to discuss the proposed project should email their questions to Trevor Fuller, Director of Planning and Community Development. Written responses to the questions will be provided to all consultants prior to the deadline for submittal of proposals. Note that the deadline for submission of questions requesting a response are due one week prior to the proposal due date.

II. PROJECT DESCRIPTION

The Village of Allouez is requesting proposals for completion of National Register nominations for one residential historic district – the Sunset Circle Residential Historic District. These homes were identified in the Architectural and Historical Intensive Survey completed in 2013.

All procedures and products shall comply with the Architecture-History Survey Manual provided by the Wisconsin Historical Society Division of Historic Preservation and the attached Work Program.

Sunset Circle Residential Historic District and Statement of Significance

The proposed Sunset Circle Residential Historic District is a well-defined cluster of 16 single family residences situated west of the center of the Village of Allouez. The area of modestly sized homes began in 1938 and was developed and filled in over the next five decades. Representative of the prevailing architectural styles of their time, Ranch and Neo-Colonial style residences are prominent within the district.

The proposed Sunset Circle Residential Historic District was identified for its concentration of single-family dwellings constructed between 1938 and 1987, having local significance under National Register Criterion C for Architecture.

Additionally, within the Sunset Circle Residential Historic District is the Vincent and Marie Lombardi House, constructed in 1959. It has national significance under National Register Criterion B for Lombardi's role as the coach of the Green Bay Packers.

III. SCOPE OF SERVICES

The scope of work outlined below is to be used as a general guide and is not intended to be a complete list of all work necessary to complete the project. Consultant proposals may suggest a modified scope as part of their proposal.

A. Sunset Circle Residential Historic District Nomination

1. Establish and document appropriate property boundaries.
2. Conduct research and data gathering regarding the historic significance, integrity, and context of the district, including investigating neighboring properties adjacent to district boundaries identified in the 2013 Allouez Architectural and Historical Intensive Survey Report and confirming or modifying said boundaries according to consultant recommendation of findings.
3. Prepare the nomination according to the Federal guidelines.
4. Make necessary corrections to the materials submitted at the request of the Wisconsin Historical Society, the State Historic Preservation Review Board, or the National Parks Service.
5. Conduct a wrap-up meeting with neighborhood property owners.
6. Represent the Village of Allouez and present the final nomination report at the quarterly State Historic Preservation Review Board meeting.

IV. DELIVERABLES

The selected consultant should expect to, but is not limited to, provide the following deliverables at the completion of the project:

1. Presentations given to property owners at required meetings.
2. All pictures requested by the village of the documented properties.
3. Presentations given to the State Historic Preservation Review Board.
4. All documentation submitted as part of the final nomination.

V. PROPOSAL REQUIREMENTS

A. Executive Summary

The executive summary will be submitted to village committees and the Village Board as needed. The consultant should address their approach to the project in terms that would be understood by the general public. This summary will be limited to three pages.

B. Introductory Letter

This letter shall stipulate the following:

1. All terms and conditions outlined in the Request for Proposals are acceptable to the Consultant, or if not, clearly define those elements and reasons for the objection.
2. Person(s) authorized to represent the consultant during the evaluation process, any negotiations, and signing of agreement that may result.
3. Any additional items the consultant believes should be added to the project.

C. Description of Firm.

Description of Firm applies to the firm and any sub consultants. All sub consultants and their respective roles, qualifications, and experience must be clearly identified. This section will provide a basis for judging how well the firm's qualifications and experience relate to this specific project. Firm profiles may be included. Elements that will be evaluated are:

1. Background & Stability of the firm. (Length of time in business, ownership, affiliations, etc.)
2. Relevant examples of projects the firm has done. (Including references)
3. Background of any sub consulting firm(s) used on this project, and an explanation of prior relationships with the consultant.
4. Relevant projects the sub consulting firm(s) has done. (Provide references)

D. Project Team and Experience with Similar Projects

This criterion relates to the project principals, project manager, key staff, and sub consultant staff. This section will provide a basis for judging how well the project team's qualifications, experience with similar projects, and time allocation relate to this specific project. Individual resumes must be included. Amount of involvement for each project team member must be identified in this section. Elements that will be evaluated are:

1. Number of people and their amount of time assigned to this project to be provided.
2. Extent of principal and project manager involvement. Meeting with the Project Team as often as necessary to meet objectives and additional meetings, as consultant believes necessary to enhance this project.

3. Key project team members on similar projects and unique qualifications that make them a valuable resource on this specific project, including experience with other design teams and consulting firms.
4. Key project team member roles during this project.
5. Evidence that the project team covers all phases of this project.
6. Project Manager's technical and managerial experience with projects of similar scope and nature.
7. Present any and all after-project services provided.

E. Project Understanding

A discussion of the approach the firm will use to complete the project. There needs to be a clear and concise understanding of the project, the work to be completed, and the coordination required based on existing information. Elements that will be evaluated are:

1. Demonstrated understanding of the project.
2. Clear and concise explanation of specific tasks needed to accomplish the project.
3. List of project tasks in sequential order.
4. Define issues to be resolved in the course of the project.
5. Proposed schedule of design and progress meetings with the Project Team.
6. Are there elements to this project not identified in this proposal that the village may wish to consider?

F. Project Schedule.

This relates to the consultant's time requirements to complete those tasks identified. Elements that will be evaluated include:

1. Time required to complete tasks (duration).
2. Inter-relations between tasks (dependencies).
3. Key events during the project (milestones).
4. Critical input points from the village.

G. Additional Information

The consultant may submit any information they believe relevant that does not fit within the body of the proposal. This may include brochures, company information, supplemental resumes, additional project descriptions, and any other information the consultant believes is useful. This additional submittal will be used by the Project Team as they see fit and may not have a significant bearing on the selection process.

VI. FEE INFORMATION

Proposed consultant fees for this project must be submitted in a spreadsheet format. The fee structure relates to the total estimated fee for this project as described by the consultant in Section IV – Project Understanding. Proposed resources for each task must be identified. Work that the consultant would not provide, and must be provided separately by the village, must also be identified. Elements that will be evaluated include:

1. Availability of resources from the consultant and sub consultant(s) for the project.
2. Estimated hours and fees to complete individual work elements.
3. Estimated total fee for completing the identified project in this proposal, based on hourly rates and travelling expenses including a not-to- exceed cap.

4. List of tasks not performed by consultant or sub consultant(s) for project, which must be performed by the village.
5. Identify what your firm considers reimbursable expenses and detailed costs of each.

VI. FINAL AGREEMENT

The Village Attorney will review the consultant's standard consulting agreement. Modifications to that agreement may be required at the Village Attorney's discretion.

VII. INSURANCE

Certificate of Liability Insurance should be provided with your submittal for this RFP.

VIII. EVALUATION PROCESS

Proposals will be evaluated and interviews will be conducted as a secondary step if necessary. The proposals will be evaluated and ranked based on the information submitted in the proposals according to the evaluation criteria.

Weighing of the project fee will be subjective; however, lowest cost does not assure selection. The village reserves the right to select any consultant it believes to be in its best interest and to negotiate proposed scope elements and fees, or to reject any or all proposals at its sole discretion. The proposals will require an estimated ten to fifteen (10-15) working days for evaluation. Follow-up interviews or phone calls maybe required and additional references maybe requested. Finalists will be notified prior to the Village Board meeting for final approval.

Final selection is subject to approval of the Village Board (estimated Village Board approval date is **Tuesday, March 7, 2023**). These officials have the right to terminate the project or to change the contract or budget, subject to subsequent agreement by the proposer.

The Village of Allouez will not be liable for any costs incidental to the preparation of the Request for Proposals, presentations, or interviews relating to the selection process.