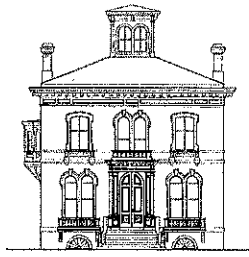


# A GUIDEBOOK TO HISTORIC PRESERVATION

IN MINERAL POINT, WISCONSIN

The Historic Preservation Commission provides this guidebook in the interest of maintaining Mineral Point's architectural heritage. The book's pages provide a roadmap to good preservation practices.





# A GUIDEBOOK FOR HISTORIC PRESERVATION IN MINERAL POINT, WISCONSIN

Information and illustrations to guide property owners in sensible practices that preserve the community's architectural heritage updating, revising and expanding the 1993 publication *A Heritage So Rich*, by the late Bert Bohlin.

Edited by Frank Beaman



This project has been funded in part by a grant from  
The National Trust for Historic Preservation that was made possible  
by the Jeffris Family Endowed Preservation Fund for the State of Wisconsin,  
and with donations from the citizens of Mineral Point.



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The Mineral Point Archives for Mineral Point

Mineral Point Historical Society

Wisconsin Historical Society Library

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Chamber of Commerce

Historic Photos: Mineral Point Archives; "Mortar & Memories" Program  
Other Photos by Frank Beaman

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His firm claims many Mineral Point architectural achievements, including  
rehabilitation projects at Mineral Point's Opera House and City Hall/Library.

Mr. Barton's experience reveals a continuing interest in historical  
preservation of historic buildings.

**A**s an arm of city government, the Commission has legal authority – and the responsibility – to enforce the Ordinance that specifies current requirements for property owners in the Historic Overlay District.

The top-down approach, however, is not the best way to manage our unique inventory of historic homes and business places. To keep our architectural legacy alive in future years, the impetus must come from the bottom up.

Citizens must step forward to rehabilitate the city's worthy properties, working in partnership with our local historic preservation authority. ♦

**Protecting our city's history is a shared responsibility.**



# OUR HERITAGE MUST BE PRESERVED

“The city’s cultural and historical heritage makes Mineral Point a unique place in which to live, work, and visit. By protecting these vital qualities, citizens are promoting the growth and diversification of Mineral Point’s economic base, and ensuring that future generations will have the same opportunities to appreciate them.

The importance of Mineral Point's heritage is reflected in its historic architecture, the part of our heritage that reveals the character of those who came here before us – of their dreams for their families, homes and community.

But it is part of our heritage that can slip away from us if we do not actively promote the preservation of one of the finest stocks of early to mid-nineteenth century architecture in all of the Midwest.

We are custodians of our heritage architecture, responsible for making certain our historic buildings will be passed on to future generations in even better condition than they were passed to us."

Bert Bohlin, in the preface for  
*A Heritage So Rich*, 1993. ♦

# BENEFITS OF HISTORIC PRESERVATION

Historic architectural preservation protects our cultural heritage, maintains the integrity and character of our local buildings, and fosters our community pride. Beyond those lofty principles, however, there are a number of practical reasons to get behind a determined effort to save our old buildings and make them work in today's world. When the city drafted its ordinance setting out the goals for historic preservation, it listed:

- Stabilizing and improving property values
- Strengthening the economy of the city through the creation of local jobs and the local retention of money generated by material purchases
- A stimulated local economy means increased tax revenue for the city
- Tourism benefits because "heritage travelers" stay longer and spend more money than other visitors
- Neighborhoods are enhanced when property owners cooperate to maintain architectural harmony
- Promotion of preservation increases discussion and community education on the city's dynamic history

- Recycling existing buildings produces environmental benefits and less waste
- Quality materials and workmanship often distinguish older buildings, improving the city's inventory of architectural stock

More and more, we see the wisdom in the old preservation slogan...

*"The best building is the one already built."*

In the past, architectural preservation focused on restoring a building to its "historic" condition and then preserving it like a museum. The newer, broader view sees preservation as an ongoing process to recognize and protect the character of the whole community, while adapting old structures to modern use.

In the mid-1970s, the city experienced an architectural reawakening when the aesthetic values of historic properties and the economic values of heritage tourism were clearly recognized as community assets.

Beginning then, and continuing now, more and more buildings are being "brought back." ♦

## HISTORIC PRESERVATION IN MINERAL POINT

**1971:** The National Trust for Historic Preservation placed the entire city on its National Register of Historic Places. Mineral Point was the first Wisconsin city to receive this designation.

**1972:** The Mineral Point Zoning Ordinance recognized the importance of historic preservation in the city.

**1987:** City government enacted Historic Preservation Ordinance 151, which designated a portion of the city as the Historic Overlay District, set up criteria for local landmark designations, and created the Historic Preservation Commission to review architectural change, repairs and alterations within the Historic Overlay District. ♦

# HELPFUL DEFINITIONS

The existence of both the National Register Historic District and the Historic Overlay District, which lies within the larger area, often causes confusion and questions. A simple way to think about the differences between the two districts is to consider the central ideas: property owner **benefits** and **protection**.

## NATIONAL REGISTER DISTRICT:

Is a large portion of Mineral Point recognized by the National Trust for Historic Preservation as an historic area.

## HISTORIC OVERLAY DISTRICT: *(See page 9)*

Is a smaller portion of the National Register District in which any alterations or repairs to structures, new construction, signage, fences, etc., require a Certificate of Appropriateness as a building permit, with review by the city's Historic Preservation Commission.

## MINERAL POINT HISTORIC PRESERVATION ORDINANCE NO. 440 - NOW NO. 151:

Was adopted as law to protect the city's architectural character within its Historic Overlay District.

## HISTORIC PRESERVATION COMMISSION (HPC):

Is a seven-member city body made up of volunteers appointed by the mayor and approved by the City Council, to provide guidance to owners of historic properties within the city's Historic Overlay District, and to enforce the provisions of Ordinance 151.

## CERTIFICATE OF APPROPRIATENESS (COA):

Is the term used for a Building Permit covering work in the Historic Overlay District. This certificate is issued by the Historic Preservation Commission.

## HISTORIC BUILDINGS:

Are those which can claim **significance** in American or local history, architecture, archeology or culture. These buildings may be associated with historic events or historic people, or may embody the distinctive characteristics of a time period, or method of construction, or artistic values.

## CONTRIBUTING BUILDINGS:

Add to the city's history because they were present during significant periods of time, or can yield important information about the period's architectural, archeological or cultural history.

## NON-CONTRIBUTING BUILDINGS:

Do not add to the city's historic record because they did not stand at significant times, or because building alterations have damaged the structure's historic integrity.

## LANDMARK STATUS:

Although located outside the Historic Overlay District, property that has special character or historical interest or value as part of the development, heritage or cultural characteristics of the city, state or nation may be designated as landmark or landmark site, upon application and acceptance by the HPC. ♦

The HPC may be contacted by visiting City Hall at 137 High Street,  
calling 608.987.2361 or visiting the Mineral Point city  
government website: [www.mineralpoint.net](http://www.mineralpoint.net)



# THE HISTORIC OVERLAY DISTRICT

**T**he Historic Overlay District provides protection for owners of property in the District, and the city's preservation ordinance calls on the Historic Preservation Commission to help property owners maintain architectural integrity and character in the geographic heart of the city's history.

**Any proposed demolition, new construction, repairs, exterior alterations or modification of property located within the historic district shall first require a certificate of appropriateness, issued by the historic preservation commission.**

The focus is on any improvements to the **exterior** of a building as well as outbuildings, fences, walls and "other visible incidentals" (such as signs). The COA is necessary regardless of the cost of the proposed project. Without such a certificate, a zoning permit shall not be issued and the planned alteration or modification will not be permitted. This provision is aimed at protecting the city's architectural character. (*Examine the Certificate of Appropriateness on page 12.*)

The commission shall grant a COA based on a grading system that reflects *general* or *specific* criteria for each building (such as age, location, contribution to local history, etc.). General criteria deal with a reasonable effort to use the property for its original purpose, or a compatible use, without destroying the distinguishing quality or character of the building. Specific criteria cover details of building components, such as windows, roofs, scale, and landscaping.

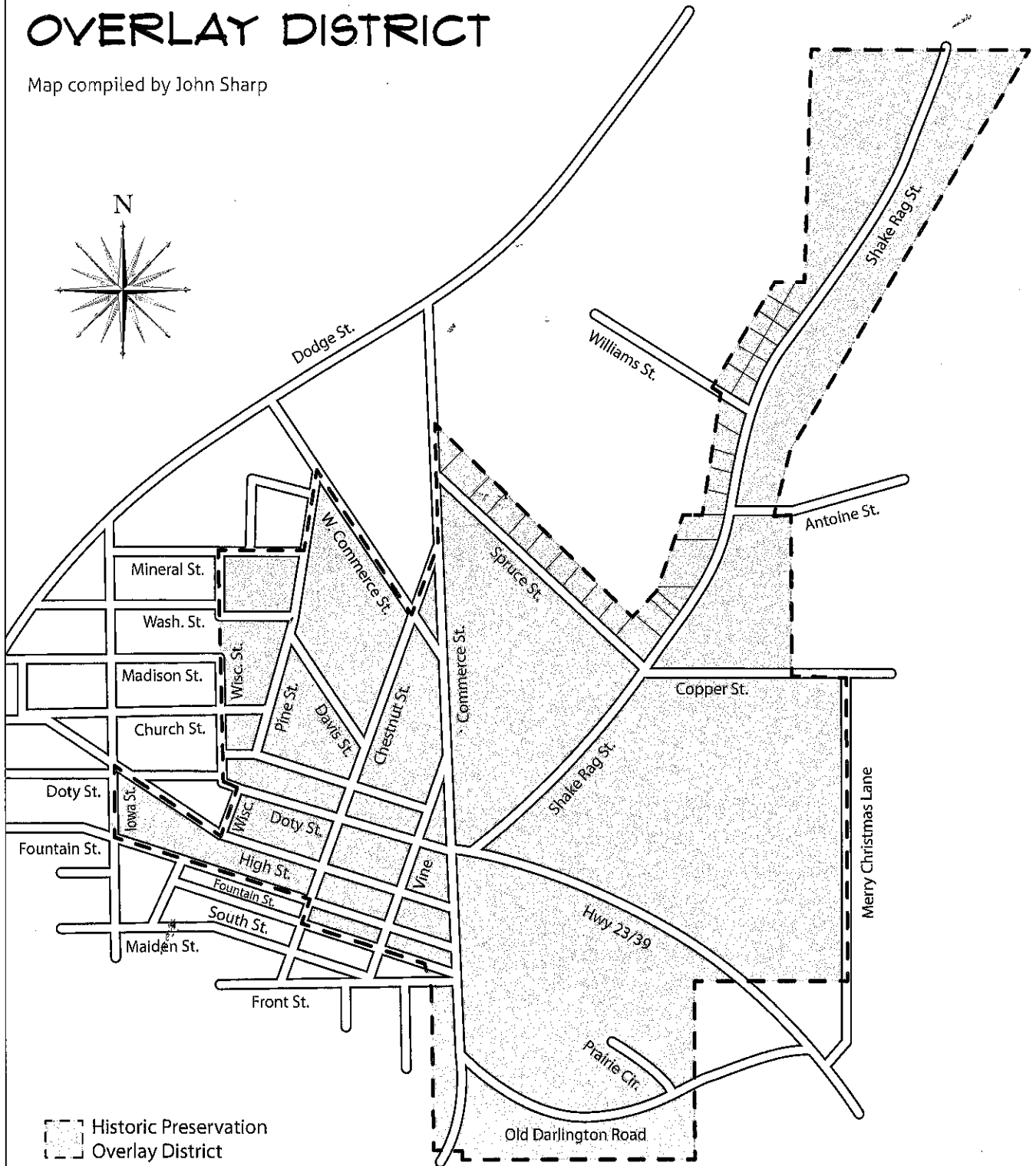
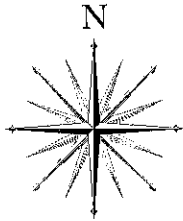
The removal or alteration of the historic building's stylistic features or examples of craftsmanship shall be discouraged. Deteriorated building parts shall be repaired, rather than replaced, using materials that match previous materials in composition, color, design and texture, based on historic research. Surface cleaning shall be undertaken with the gentlest means possible. Alterations that have no historical basis and merely cosmetic changes should be avoided.

Contemporary designs for alterations or additions are acceptable if they do not damage the building's historical features and are compatible with other buildings in the neighborhood. The HPC will provide advice to guide renovators and builders in the choice of architectural designs that compliment neighboring buildings, and will recommend construction materials that enhance the restoration of historic properties.

**NOTE:** The letter and spirit of the Mineral Point historic preservation program stresses the need for flexibility and understanding in carrying out the provisions of the law. The commission recognizes "Adaptive Re-use," a growing concept within the preservation movement, as a sensible way to rehabilitate old buildings to do today's tasks, but with yesterday's historic character. ♦

# MINERAL POINT HISTORIC OVERLAY DISTRICT

Map compiled by John Sharp



# PRESERVATION IS A PARTNERSHIP

The Historic Preservation Commission (HPC) has responsibility for designating historic landmarks and historic district boundaries. The HPC issues and approves Certificates of Appropriateness, the documents that serve as building permits granting permission to alter historic buildings.

The commission steps into the process of modification or alteration of a structure at the time a city building permit is requested. Guidance from experienced commission members can head off costly mistakes and inappropriate or damaging design work. An

HPC "design review" is often accompanied by advice, construction know-how, and useful tips to aid the property owner.

The commission is in place to enforce the ordinance and discourage development that might damage the city's architectural character. Both the commission and the city's property owners have responsibilities to protect and preserve Mineral Point's architectural heritage. The relationship between the HPC and property owners should be a constructive partnership with shared responsibility leading to shared success. ♦

## THE HISTORIC PRESERVATION ORDINANCE

### DOES:

- Offer restoration and rehabilitation information to interested citizens, including information on tax credits for approved work.
- Assist in the preservation of important buildings in the community.
- Promote local history and tourism, to boost the local economy.
- Foster civic pride.
- Improve property values.
- Require HPC review of proposed exterior alterations, repairs, new construction and demolition within the boundaries of the Historic Overlay District.
- Protect historic buildings from neglectful deterioration.

### DOES NOT:

- Prevent property owners from performing ordinary maintenance tasks, or painting buildings in the color of their choice.
- Affect interior changes in a building.
- Discourage adaptive re-use to retrofit good buildings.
- Usurp individual property rights.
- Force businesses to change existing signage.
- Demand improvements or restoration of any building.

# HOW TO OBTAIN THE CERTIFICATE OF APPROPRIATENESS

The Certificate of Appropriateness (COA) (*shown on page 12*) must be granted by the HPC before any new construction, exterior restoration, exterior alteration, repair or demolition to any structure located within the Historic Overlay District can proceed. This requirement also applies to work proposed for any of the designated local landmark buildings in Mineral Point.

The COA serves as the permit for exterior work and must be displayed in a conspicuous place on the site.

The issuance of the COA does not relieve the property owner from securing any other permits required by the city or the state for planned construction. Zoning of the property is another requirement that must be addressed by the property owner, independent of approval of the COA.

Application for a COA is filed with the City Clerk, at City Hall. A \$50 fee is charged for work for which the cost is estimated under \$1,000, and an additional \$3 fee is charged for each additional \$1,000 of work.

The application must be reviewed and approved by the HPC before work is started. If the review of the proposed work necessitates a meeting of the commission, the application for the COA must be filed at least 10 days before a scheduled meeting, and a \$25 charge will be assessed to cover the cost of publishing public notices of the meeting. Property owners or their agents must attend meetings to discuss planned projects. All meetings of the HPC are open to the public and residents are invited to attend.

In reviewing applications, the HPC requires full, clear and complete drawings and specifications for the proposed work to the exterior of the building. (*See pages 14-16*)

The commission may approve or deny the request for a COA. Every effort will be made to reach agreement and understanding between the commission and the party making the request. The HPC decision will be made within 30 days of the application. If the HPC denies the request, the commission will work with the applicant for up to six months to reach a mutually agreeable method of completing the project. If no agreement comes during that period, the applicant may appeal the HPC denial to the City Council, which may override the commission's decision and grant a Certificate by a three-fourths majority vote of the full council membership. When the City Council hears the appeal, both the applicant and commission members will state their case and justify their actions.

The applicant may appeal the matter to a Circuit Court, if the City Council upholds the HPC decision.

Any person, firm or corporation violating any provisions of the Historic Preservation Ordinance No. 151, or starting work on a project requiring a COA without securing the certificate, shall be subject to a fine of \$100 for each day of the offense, plus court costs. (Section 18.08 of Ord. 151) The daily fine also applies to a building contractor who starts work on a project without the required COA and HPC approval. ♦

The HPC may be contacted by visiting City Hall at 137 High Street, calling 608.987.2361 or visiting the Mineral Point city government website: [www.mineralpoint.net](http://www.mineralpoint.net)

# THE CERTIFICATE OF APPROPRIATENESS

PLACE THIS CERTIFICATE IN A CONSPICUOUS PLACE ON THE PREMISES

This certifies that this  
**HISTORIC PRESERVATION  
CERTIFICATE OF APPROPRIATENESS  
AND ZONING PERMIT**

No. \_\_\_\_\_

HAS BEEN ISSUED TO:

\_\_\_\_\_  
Authorizing such construction, alteration, demolition or repair as shown in the application  
plans and specifications on file in the office of the City Clerk, Mineral Point, Wisconsin.

AT NO. \_\_\_\_\_ STREET

DATED \_\_\_\_\_

Zoning Administrator, City of Mineral Point

\_\_\_\_\_  
The work for which this CERTIFICATE is issued has been reviewed and approved by the Historic  
Preservation Commission of the City of Mineral Point, Wisconsin, in accordance with the  
HISTORIC AND PRESERVATION ORDINANCE of the City of Mineral Point, Wisconsin.

DATED \_\_\_\_\_

Chairman, Historic Preservation Commission

New construction \_\_\_\_\_  
Addition \_\_\_\_\_  
Alterations \_\_\_\_\_  
Demolition \_\_\_\_\_  
Repairs \_\_\_\_\_  
Sign \_\_\_\_\_  
Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SAMPLE** of the Certificate of Appropriateness.

# APPLICATION REQUIREMENTS

The following material is to be included when a property owner submits a request for a COA:

## NEW CONSTRUCTION, ADDITIONS, REPAIRS AND ALTERATIONS

- Site plan, drawn to scale, including landscaping, parking, utilities and other site elements.
- Floor plans, drawn to scale and dimensioned, showing existing conditions and proposed work.
- Elevations (exterior views), drawn to scale, showing proposed work.
- Photographs showing existing conditions.
- A list of exterior materials to be used, including product sources and color descriptions.

## ALTERATION OF A STRUCTURE'S ARCHITECTURAL STYLE OR ROOFLINE

- Elevations (exterior views), drawn to scale, showing proposed work.
- Photographs showing existing conditions.
- A list of exterior materials to be used, including product sources and color descriptions.

## DEMOLITION

- Photographs of exterior and interior views showing the general condition of the property.
- The current dollar value of the property improvements.
- A cost estimate for the demolition, removal of debris, and grading of property after demolition.
- Landmark structures/sites require approval by the state historical society's preservation architect.

## PARTIAL DEMOLITION

- Floor plans, drawn to scale and dimensioned, show existing conditions and proposed demolition.
- Photographs of the entire building exterior and interior views of the section to be demolished, and showing the general condition of the property.

## SITE ALTERATIONS

- Site plan, drawn to scale, showing existing conditions (including landscaping, parking, utilities and other elements) and proposed work.
- Photographs of the site, showing existing conditions.
- A list of materials to be used in the proposed work, including product sources and color descriptions.

**While reviewing the application for a COA, the HPC may desire additional information: material and color samples, construction details, additional photos, or other items may be requested.**

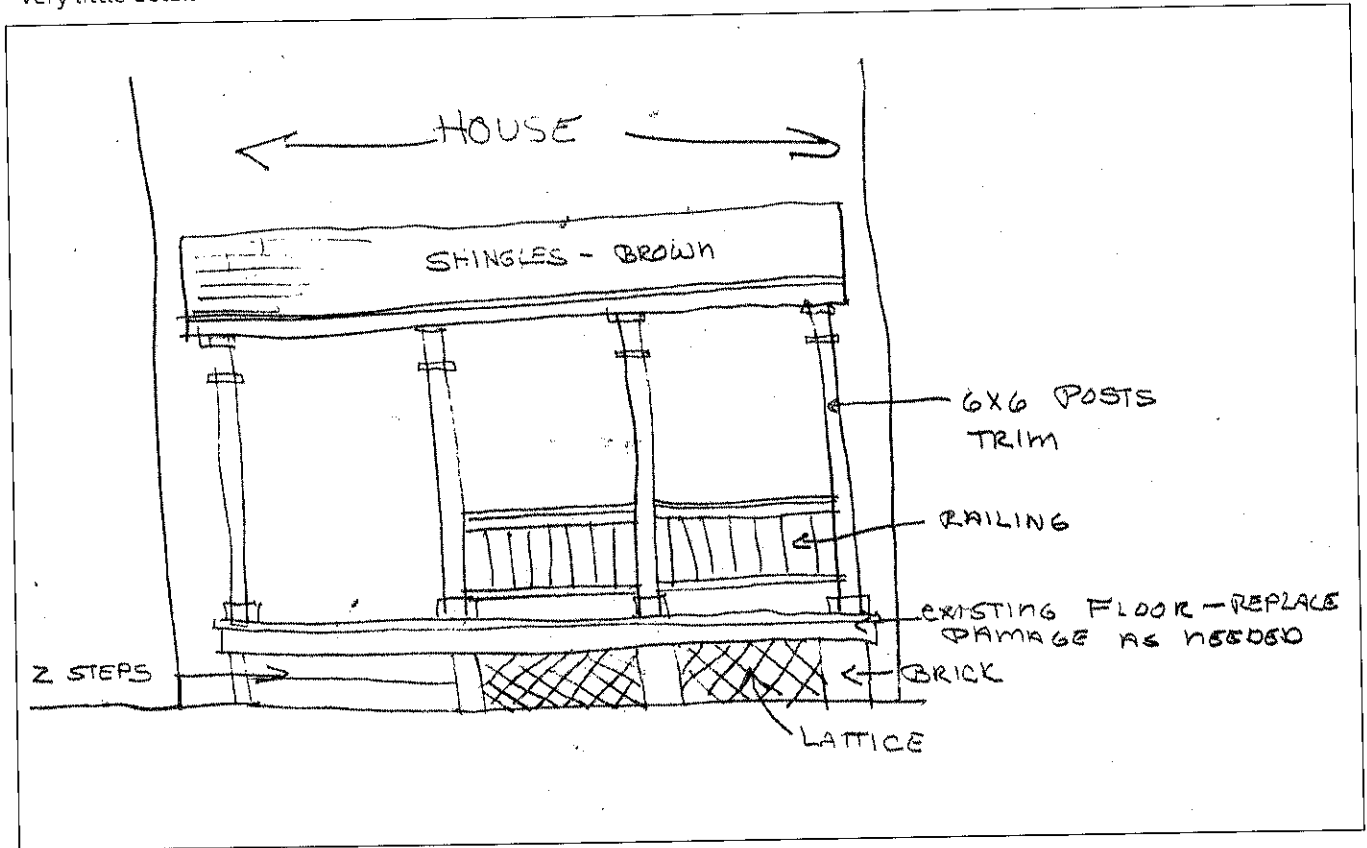
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A few minutes invested in good preparation can make the application process work more smoothly. Use this page to guide you as you assemble all the necessary information to explain your proposed project. Take the time to make effective plans and drawings, and take photographs, clippings, and other images that illustrate the work you plan and the envisioned outcome. ♦

### Example of a POORLY-EXECUTED, unacceptable drawing:

This is a "napkin drawing," and does not meet the requirements for scaled and dimensioned plans by applicants for a Certificate of Appropriateness.

- Not to scale
- No dimensions
- Materials and measurements not included
- Very little detail

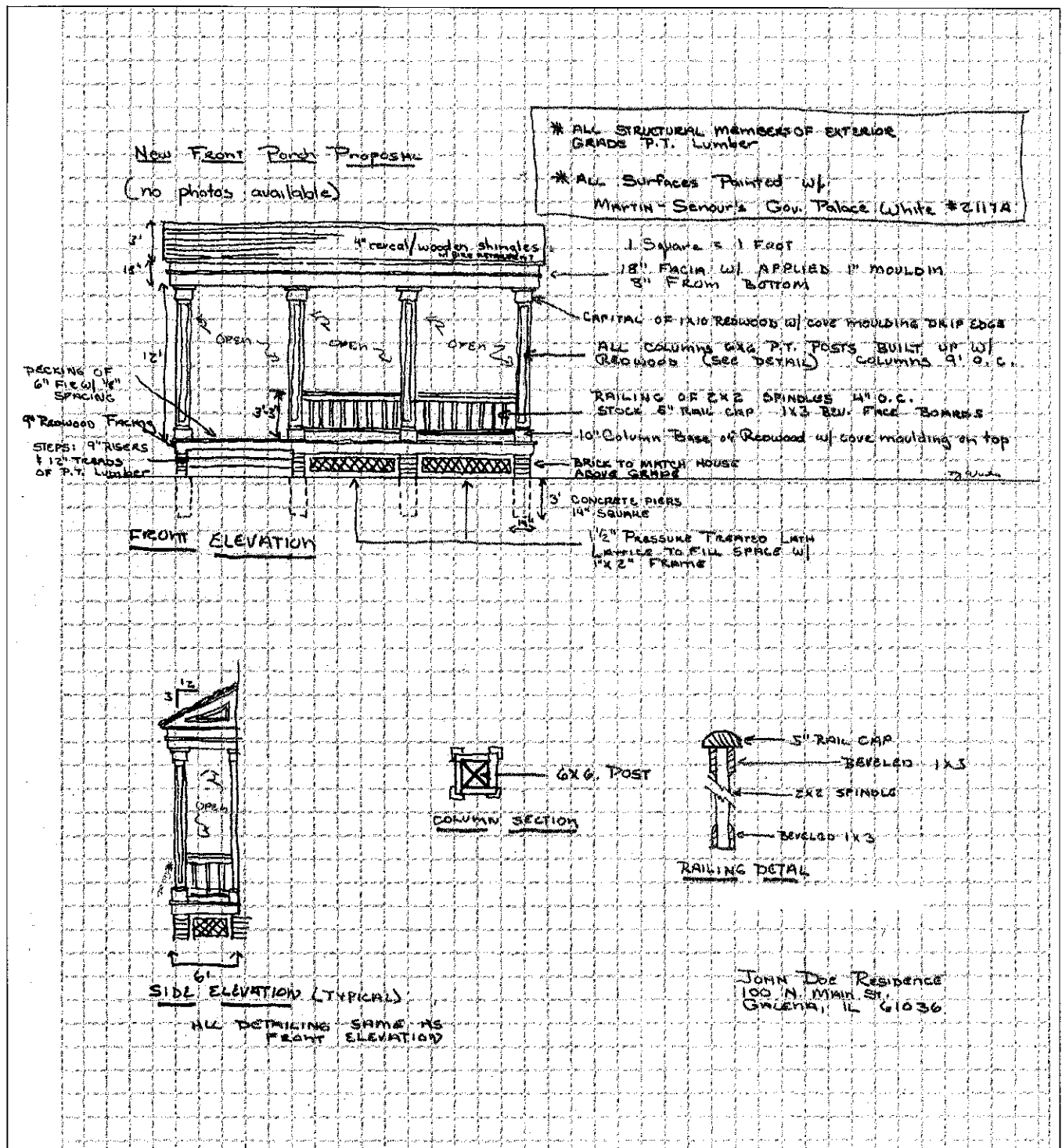


### Suggestions to improve the plan to raise it to an acceptable level:

- Lay out the drawing in scale. Use a ruler to assign the ratio, for example, 1 inch = 1 foot. (See page 18)
- Lay in the dimensions, so reviewers will be aware of the length/width of building elements.
- Show the existing conditions, to make clear the differences in the planned work.
- Use details, sources and product names and colors, to list the materials to be used in the project.
- Current or historical photograph of home and property are acceptable.
- Bring material samples to meeting.

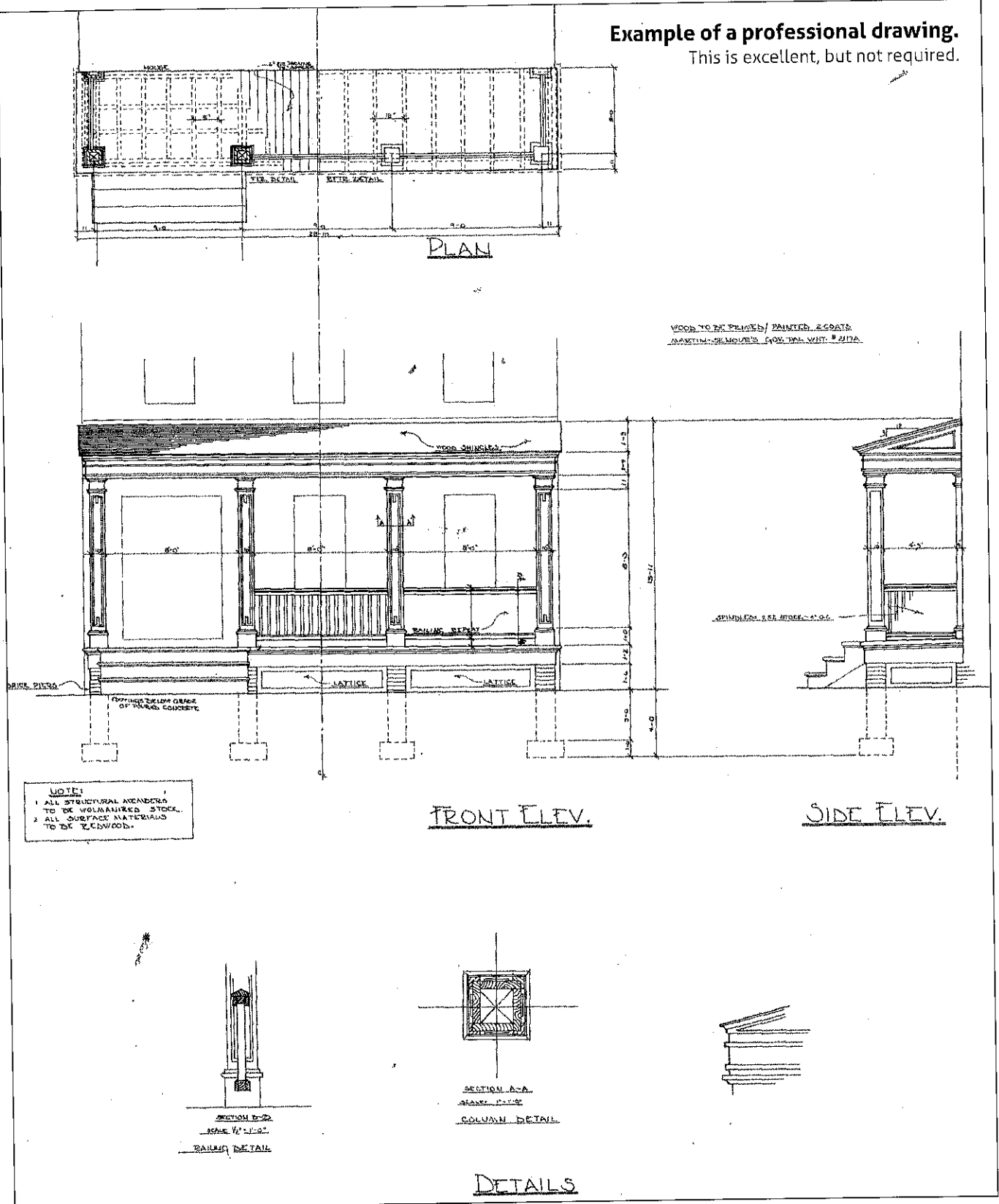
## Example of a WELL-EXECUTED drawing:

- Accurate scale
- Good dimension
- Materials and measurements included





**Example of a professional drawing.**  
This is excellent, but not required.



# THE REVIEW PROCESS, STEP-BY-STEP

## STEP 1: FOR THE PROPERTY OWNER

- Obtain an application for the Certificate of Appropriateness at City Clerk's Office in City Hall.
- As needed, consult with the chair of the HPC.
- Submit completed application (*as outlined on page 12*) to City Clerk with necessary fees.
- All applicants or their agent must attend a meeting called to discuss their application.  
(*Without such attendance, the application will not be considered.*)

## STEP 2: HISTORIC PRESERVATION COMMISSION

- Review application for design appropriateness.
- If approved as appropriate, HPC issues COA.
- If deemed inappropriate and not approved, owner may work with the HPC for up to six months, to resolve design concerns.
- If resolved to the satisfaction of both owner and commission, the COA is issued and work may commence.
- If not resolved, owner may appeal the commission's denial to the City Council.

## STEP 3: PROPERTY OWNER'S APPEAL PROCESS

- Request City Council review of the HPC's denial.
- Attend hearing with City Council and HPC members; explain and justify plans.
- If approved by three-fourths vote of the full council, the denial is considered overridden, the COA is issued and work may commence.
- If the HPC's denial is upheld by the City Council, the property owner may appeal the Council's decision to the Circuit Court.

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calling **608.987.2361** or visiting the Mineral Point city  
government website: **[www.mineralpoint.net](http://www.mineralpoint.net)**

| Type of Work                                     | National Historic District  | Overlay District  |
|--|---|---|
|  | Zoning Approval and Bldg. Permit  | Zoning OK, Certif. of Appropriateness<br><b>HPC Review Required</b>                 |
| Construction of new buildings                    | Building permit and zoning sign off   | All new buildings or additions, including garages, sheds, porches, other enclosures |
| Siding   | Repair or replacement of existing material that does not alter the design   | Any alterations to the siding design or materials                                   |
| Windows  | Repair of existing material that does not alter the design; new storm windows; the replacement of non-historic windows that are not visible from the street | Removal or replacement of any window  |
| Roofing  | Repair or replacement of existing material that does not alter the design   | All alterations to the roof design or roof construction, or materials               |
| Doors  | Repair of existing material that does not alter the design; new storm doors; the replacement of non-historic doors  | Removal or replacement of any doors   |
| Demolition                                       | Sites designated "contributing" require approval of the WI Historical Society state historic architect  | All projects  |
| Awnings and shutters                             | All projects  | All projects  |
| Cornices   | Repair or replacement of existing material – no alteration of design  | Alterations, repairs or removal of existing cornice design                          |
| Decks  | Ground level decks that do not require alterations to any structure   | Deck replacement, alteration or repair  |
| Fencing  | Repair of existing material that does not alter the design  | All projects  |
| Gutters  | Repair of existing material that does not alter the design  | All alterations, repairs or replacement   |
| Excavation, retaining walls and site alterations | All projects  | All projects  |

| Type of Work   | National Historic District   | Overlay District   |
|--|--|--|
|  | Zoning Approval and Bldg. Permit   | Zoning OK, Certif. of Appropriateness<br>HPC Review Required                                   |
| Masonry cleaning<br>tuckpointing<br>and sealing            | All projects   | All projects   |
| Driveways<br>sidewalks,<br>parking lots and<br>paved areas | Repair or replacement of existing material<br>that does not alter the design | All projects, replacement or<br>alterations  |
| Porch and<br>yard fixtures                                 | All projects   | All projects related to exterior<br>lighting, porch details and<br>decorative trim or hardware |
| Signs  | New signs; alterations to<br>existing signs                                  | All signage projects   |
| Skylights  | All projects   | All projects   |

The city's Zoning and Building authority reserves the right to present any project, at their discretion, to the Historic Preservation Commission for approval.

The Historic Preservation Commission members are available for consultation and advice on all projects within the Historic District, including any not listed here.

The Commission schedules meetings on the 2nd and 4th Thursdays of each month when one or more applications for Certificate of Appropriateness command attention.

The Chairman of the Commission may from time to time appoint two members of the commission to act as a subcommittee to review and make decisions on certain applications for a Certificate of Appropriateness. This procedure is frequently used when COA requests deal with building repairs that do not alter the appearance of the applicant's historic structure. ♦

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calling 608.987.2361 or visiting the Mineral Point city  
government website: [www.mineralpoint.net](http://www.mineralpoint.net)

# THE TEN COMMANDMENTS OF HISTORIC PRESERVATION

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**Source:** Secretary of the Interior's *Standards for Rehabilitation*: [www.nps.gov/tps/standards/rehabilitation.htm](http://www.nps.gov/tps/standards/rehabilitation.htm). Another first-rate Internet source for preservation information and clear, concise tips is the National Park Service *Preservation Briefs*: [www.nps.gov/tps/how-to-preserve/briefs.htm](http://www.nps.gov/tps/how-to-preserve/briefs.htm). ♦

# LOCAL LANDMARK BUILDINGS

City-wide surveys have discovered that more than 500 Mineral Point homes and business places are considered “contributing” structures or sites; that is, buildings or landscapes that are associated with people or events that have historic, architectural or cultural significance. Many of these buildings are located outside the boundaries of the Historic Overlay District, these sites are eligible for designation in both the National Register of Historic Places and the Wisconsin State Register. They qualify for the property protection offered by the HPC, and observe HPC benefits, requirements and restrictions.

Several property owners have voluntarily joined the ranks of protected sites by filing a request for **landmark status** with the HPC. A local landmark designation may be provided for any site, natural or built-upon, which exemplifies or reflects the cultural, political, economic or social history of the city, state or nation. The property might identify with distinguished persons, or with important events, or with a particular architectural style. The site could represent the notable work of a master builder, designer or architect, or it could embody noteworthy craftsmanship in its construction. It could be a humble rock cottage. It could be a mansion.

The HPC will review a property owner’s request for landmark status; and, if the commission decides the site has historic integrity or significance, the HPC will issue the designation and record the designation in the office of the Iowa County Register of Deeds. If requested by the property owner, appropriate preservation covenants, providing protection as a landmark into the future, may also be recorded.

“Rehabilitation” is defined as “the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.” ♦

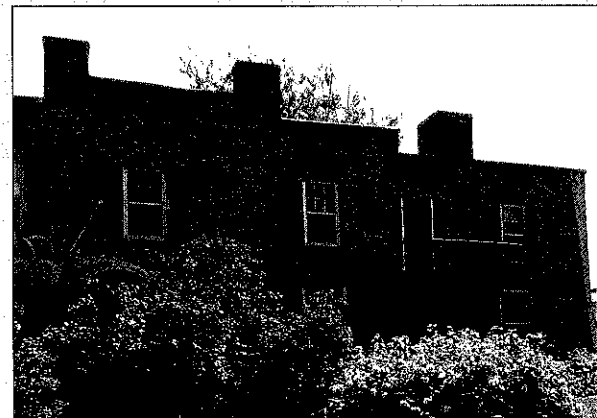
## Example of A Landmark by Owner’s Request

It’s the 1853 Tower Street home of a prominent lawyer and judge, Montgomery Cothren. The photos show the stone dwelling in disrepair, crumbling in a sea of weeds, and then painstakingly restored, beautifully landscaped and fully functional as a family home with an adjoining bed and breakfast enterprise on the property.

Two of the judge’s children lived in the house well into old age – through the 1930s, as the limestone and ironwork deteriorated. In 1943, the structure was converted into an apartment building. It became a single family home again in the 1970s, and the historic building’s owners stepped forward and requested the property be given landmark status and protection under the Historic Preservation ordinance.



Top: Cothren House, rundown, near ruin  
Bottom: Cothren House in 2011.



# HANDLE WITH CARE

Orchard Lawn, the home of Mineral Point merchant Joseph Gundry, was constructed in the then-popular Italianate building style in 1868, but evolved into a Greek Revival structure with the addition of the wide porch. The transformation was graceful and the estate's architectural character was not damaged. Since 1939, the residence has been a house museum owned by the Mineral Point Historical Society, and the building has been restored with devotion and care.

Unfortunately, *some* style changes are not successful. A building's historic profile is largely determined by its original features, such as windows and doors, cornice work, roofs, facade, porch and cupola details. Altering or removing these features obliterates the building's authentic style.

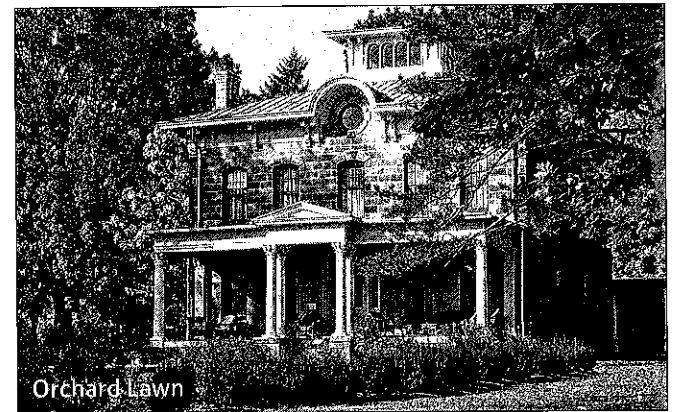
**Figure A** is an Italianate residence with its features intact. Figures B and C are examples of thoughtless rehabilitation in which the building's original style was not honored and its characteristic features were altered, removed or covered over.

**Figure B** is more of a puzzle: the Italianate residence has been dramatically transformed, but some of the alterations have been carried out with meticulous attention to detail. It's important to note that, though

the work on the new version is attractive and carefully thought out, it has removed much of the structure's original character. So, the outcome is not appropriate, when historic preservation is the goal.

**Figure C** shows a house gone wrong: these alterations include vertical siding over the cupola, removal of chimney trim, blocking in of the original windows, removal of porch and door details, modern globe lighting, and a conspicuous garage addition.

A careful study of the home and its history would avoid these problems. Maintaining existing house details and restoring those that are missing will add to the home's integrity. ♦



## ONE HOME, TWO DRAMATIC REVISIONS:

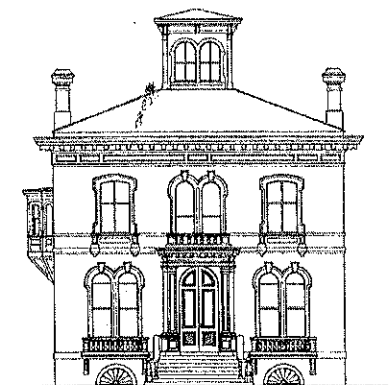


Figure A

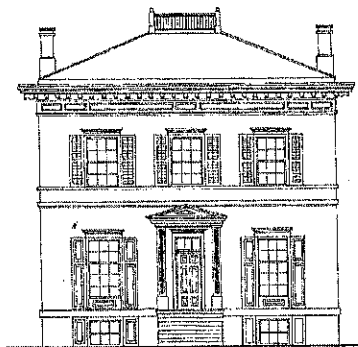


Figure B

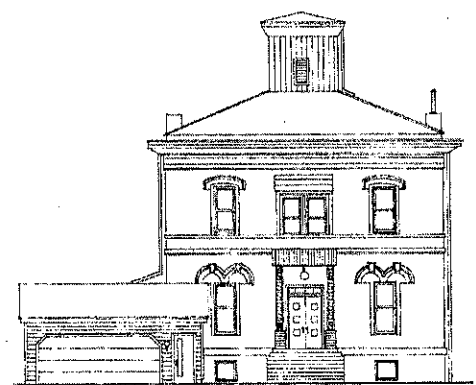


Figure C

# A BRIEF HISTORY OF ARCHITECTURE IN MINERAL POINT

“Vernacular” is the word used to describe the architectural style of many historic homes in Mineral Point. It is a term that stands apart from the more formal architectural styles that developed on America’s East Coast, which were heavily influenced by buildings in the early settler’s European homelands. Those styles, illustrated on the next page, reflected Old World traditions, but as people moved west and broke new ground in rough terrain, construction came to depend on local materials that were easily available at low cost.

In Mineral Point, the first homes were crude huts and log cabins. The arrival of the Cornish miners, however, brought the young city the skills of the stonemason. Rock cottages were built in the years after the city was established in 1827. These structures were reminiscent of buildings in Cornwall, but were distinctly a local product, fashioned from stones gathered nearby, and often built with rubble from the fields.

There are many examples of vernacular stone dwellings and commercial buildings that stand today as they

did in pre-Civil War days, as strong as the local stone quarried for their construction. Two such buildings, both from the 1830s village on Shake Rag Street, are shown below.

The small cottage is a Cornish miner’s home, simple but well-made, typically a single room 20 feet wide and 15 feet deep. Thick walls featured a center door flanked by windows that were fixed at the top – so that only the bottom sash moved. Six-over-six windows were spanned by heavy lintels. Roofs were hand-hewn pine shakes.

The taller building, “The Mousehole,” evolved over time. It was built in 1834 as a stone cottage below street level, over a spring. Five years later, a two-story brick house went up over the original stonework, using the old walls as a foundation. A kitchen at the rear was added in 1860. The building was made a duplex in 1895, and became part of a rowhouse. A century later, the spring still flows. The Mousehole is now a part of Shake Rag Alley Lodging. ♦

Cornish Miner’s Cottage

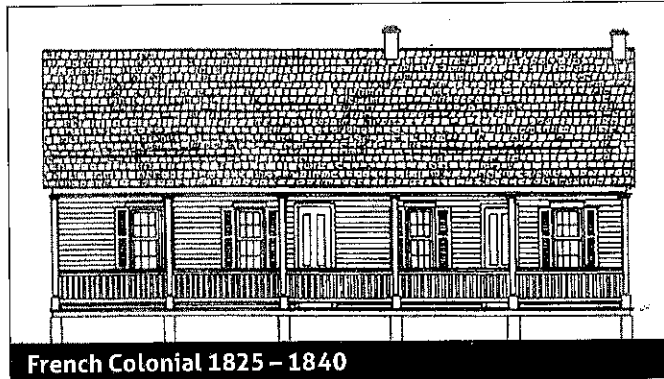


The Mousehole





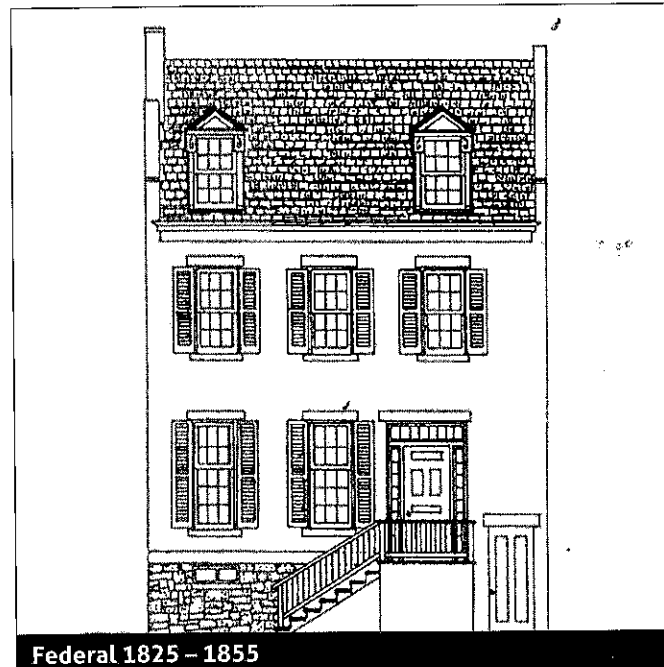
# ARCHITECTURAL STYLES



French Colonial 1825 – 1840



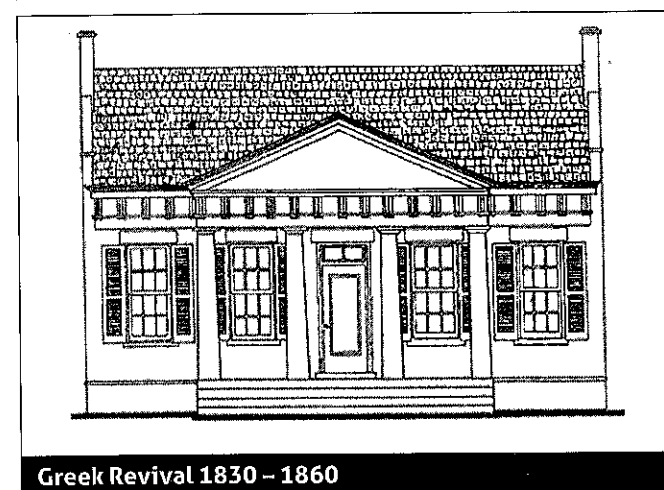
Gothic Revival 1845 – 1880



Federal 1825 – 1855



Italianate 1850 – 1885



Greek Revival 1830 – 1860



Queen Anne 1880 – 1900

# DESIGN GUIDELINES

The HPC's goal is to maintain, as much as possible, the original exterior appearance of properties located within the Historic District. That's why the city has empowered the HPC to review proposed residential, commercial, and public building projects as the central feature of the commission's responsibilities. And, to maintain a cohesive appearance throughout the district, the HPC is also asked to conduct reviews of exterior lighting, fencing, signage and other site features.

One of the best ways to begin a preservation project is to search for information about the building's history.

- When working on a home within the Historic District, the first place to start is the building itself, because it's important to focus on maintaining or restoring the original structure. Examine the home's materials and poke around to find hidden features: is there limestone or clapboard under the asphalt? asbestos? or vinyl siding?
- Stand back and look at the building: does it have dormers, decorative cornices, porch columns and railings? Those elements help identify the architectural style of the home, and there are illustrations in this guidebook that may aid in recognizing the style – and often the age – of the building.

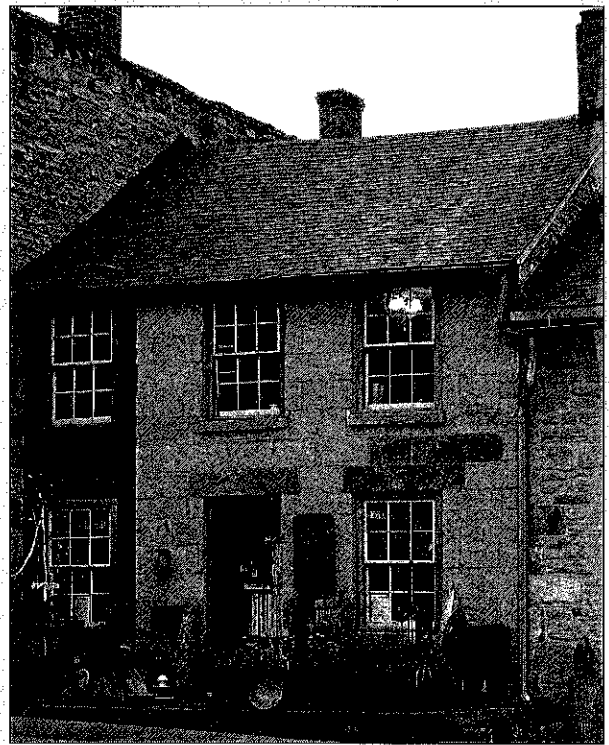
Mineral Point's affection for the past is reflected in a number of new buildings constructed in older architectural styles. The community is fortunate to have building contractors who place high value on the historic approach to development and have the skills to "build with historic designs, but in today's technologies." ♦

*Please reference page 45 for a list of helpful resources.*

## John F. O'Neill building

The frame remnant to the left in this picture is what remains of the original 1839 general store owned and built by Irishman John F. O'Neill. It was a very early frame commercial structure in Mineral Point. The stone section of the building was an 1845 addition. This building was restored as closely as possible to the original by Jennifer and John Sharp using old pictures and clues found during the restoration process.

This is a good example of historic restoration.



# ARCHITECTURAL DO'S AND DON'TS

## DO'S

### Roof

- Retain original roofline
- Retain dormers and dormer windows

### Siding

- Retain the original siding whenever possible
- If siding need to be replaced, replace the old with new siding that matches the old in size, shape and texture.
- On masonry structures, all mortar repair should match the original mortar in color, texture, and composition

### Windows and doors

- Retain original windows and doors whenever possible
- If window replacement is necessary, replace the old windows with new windows that match the old size, shape, and arrangement of panes.

### Porches

- Retain and repair original detailing (posts, rails, trim, and lattice apron) whenever possible.
- If steps need to be replaced, rebuild them with materials appropriate to the facade



DO

## DON'TS

### Roof

- Don't modify the roof profile

### Siding

- Don't replace thin clapboard siding with vertical or diagonal siding
- Don't cover clapboard with vinyl siding

### Windows and doors

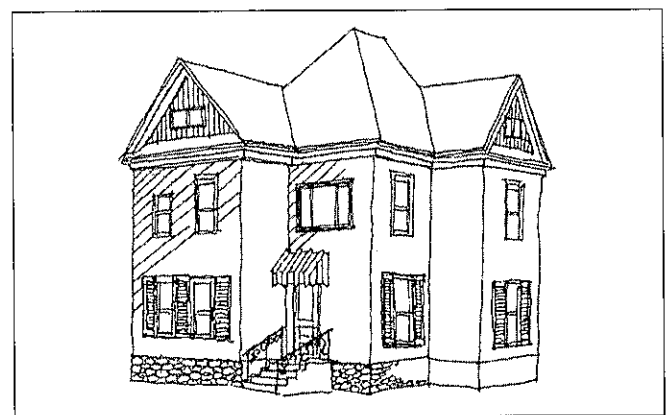
- Don't replace original vertical windows with modern horizontal windows
- Don't "block-down" window openings to fit "standard" replacement windows
- Don't use metal or fiberglass awnings on the main facades
- Don't apply "fake" shutters to windows that never had shutters

### Porches

- Don't enclose or remove original porches

### General

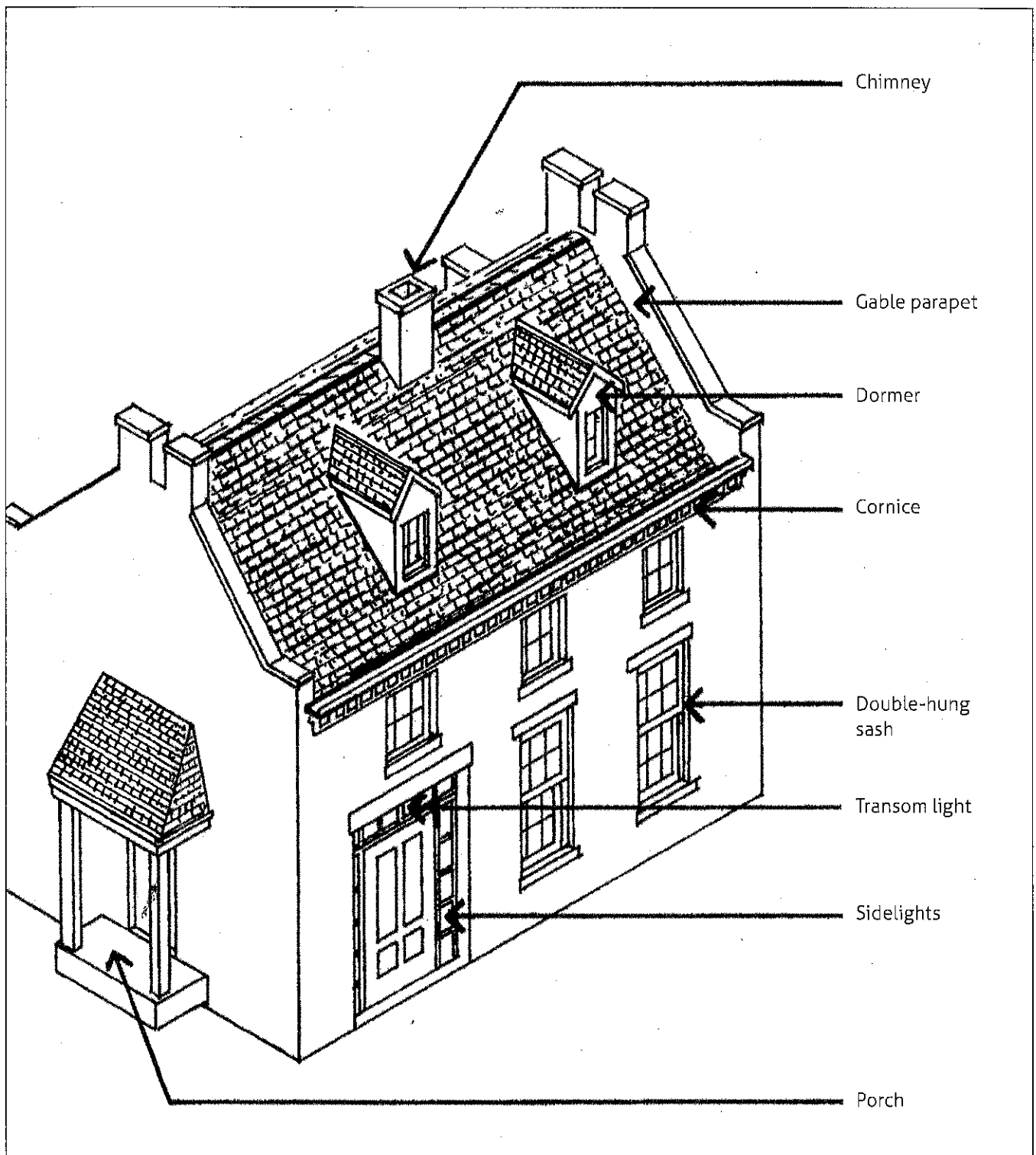
- Don't build additions to the front facade of the building



DON'T

For more practical tips for property owners, see "Nuts & Bolts," on page 28.

# ANATOMY OF A HISTORIC HOME



# NUTS & BOLTS: PRACTICAL TIPS FOR PROPERTY OWNERS

## SIDING

### RECOMMENDED

Observe the details, dimensions and surface texture of wood siding, and work to **preserve it**. Repair, without replacement.

Use the right tools and products to repair and preserve the wood surface of the building's facade.

Use the most gentle surface-removal methods to prepare for stains or paint. And repaint with appropriate historic colors.

If original siding is deteriorated beyond repair, replacement should involve identical detailing, dimensions and textures.

### NOT RECOMMENDED

Don't remove or radically change wood features such as sills, trim or cornerboard, which define the building's historic character.

Don't remove a major portion of the facade instead of repairing or replacing only the deteriorated wood, and then reconstructing with a new material unlike the original.

Don't strip paint to bare wood or tear off features to "modernize" the facade.

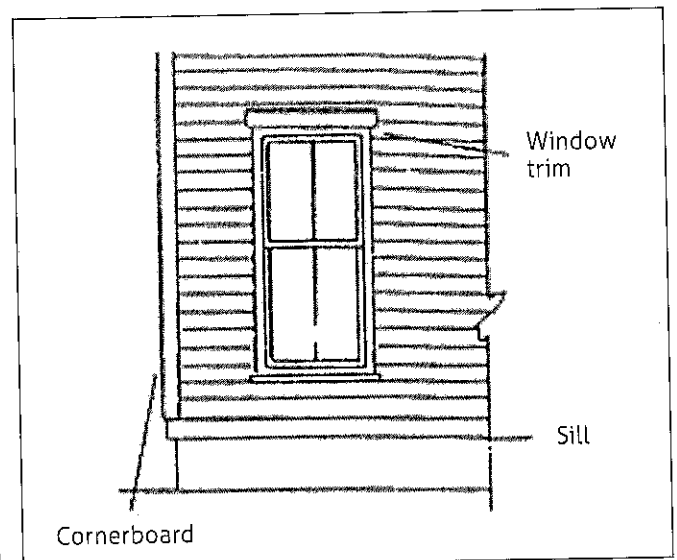
Don't damage the surface with chemicals, torches, or sand/waterblasting.

Don't overlook the signs of future problems: wood rot, faulty flashing, leaking gutters, cracks and holes in siding, old caulking in joints, plant material growing too close to wood surfaces, or insect or fungus infestation.

The use of synthetic siding, or "wood-grained" products, is generally not permitted. Vinyl or aluminum siding does not *really* replicate historic wood surfaces. Further, its insulating value is low, improper installation can lead to moisture problems in the walls, and synthetic siding often conceals problems that should be addressed with proper maintenance, which allows a small problem to develop into a major issue involving extensive repair. ♦

### WHAT TYPE OF SIDING WOULD LOOK BEST? A GOOD GENERAL RULE:

**"Nothing is going to look better than the building's original materials, and they should not be changed if possible."**



# WINDOWS

## RECOMMENDED

Retain the original windows, repair where possible, and when replacement is necessary use new material that matches the old in size, shape and arrangement of window panes and trim.

Repair window frames and sash by patching, splicing, and otherwise reinforcing, using the correct hardware and appropriate trim.

Make windows weather-tight by conducting good protective maintenance practices.

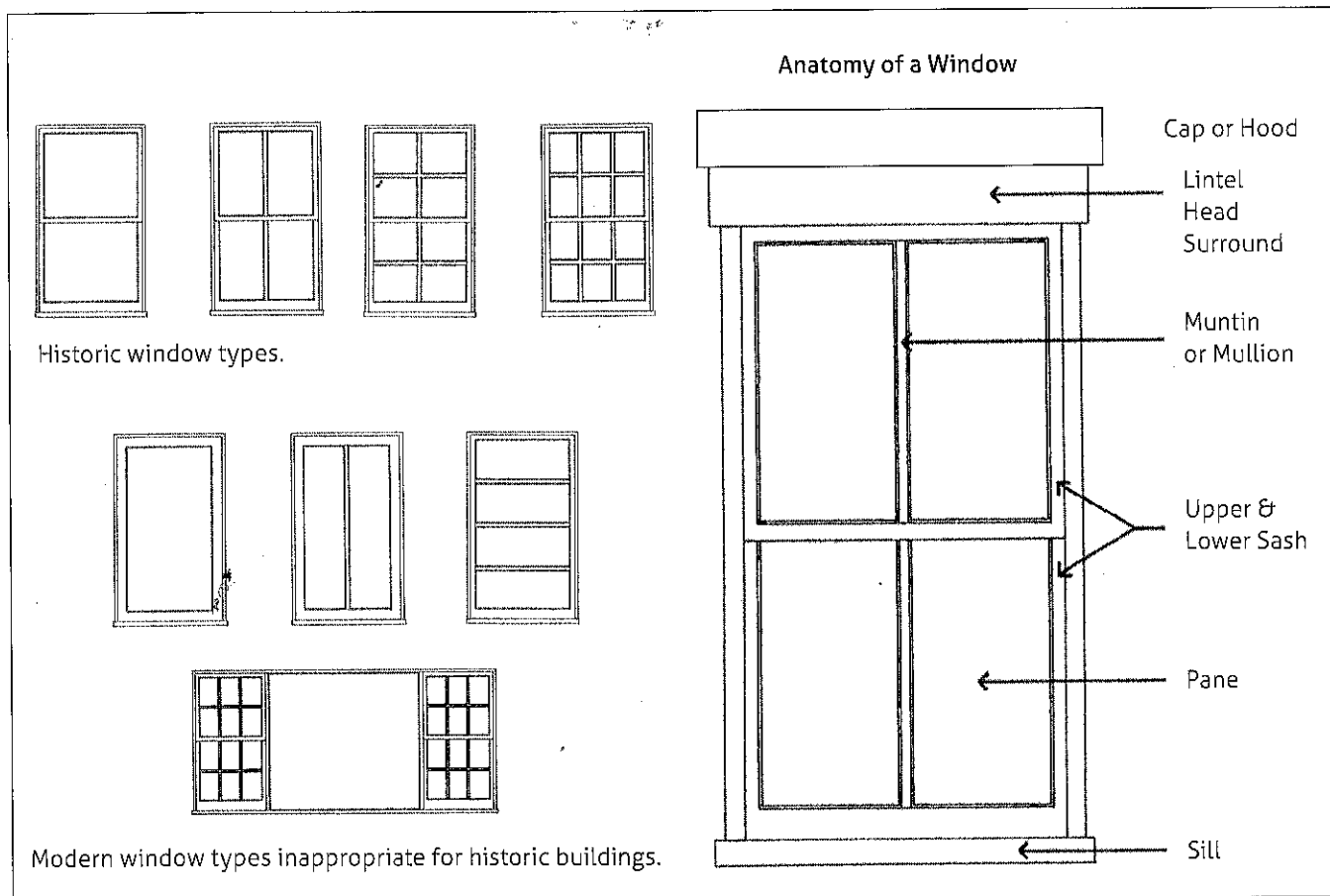
Choose wood replacement windows, not metal, compatible with the building's historical appearance. If no trim exists, add properly-scaled trim around replacements.

## NOT RECOMMENDED

Don't remove or radically change windows appropriate to the building's historic character. Irregularly shaped, non-rectangular, vinyl or aluminum windows, and windows with snap-in grilles are generally not permitted.

Don't change the number, location, size or glazing pattern of windows by cutting new openings, blocking in windows, or installing replacement or retrofit windows that don't fit the original wall opening.

Don't change the appearance of windows with inappropriate designs, materials, finishes, trim or colors. Aluminum storm doors should be **painted** to harmonize with house trim. ♦



# ROOFS

## RECOMMENDED

Identify, retain and preserve roofs and their decorative features: chimneys, vents, cupolas, etc., along with the historic roof building materials and trim.

Repairs should reinforce the historic materials that comprise the roof features.

If replacement is necessary, use existing physical evidence to guide the work, do research to determine compatible materials, details and features, and limit the area of replacement as much as possible. Asphalt shingles may be used, and styles and colors with a "dimensional" look are encouraged.

Protect and maintain a weather-tight roof by periodically cleaning gutters and downspouts. Repair sheathing and deteriorated flashing, check proper venting, and monitor for insect and moisture damage.

Install mechanical devices, such as air conditioning units, in an inconspicuous part of the roof area.

Carefully design additions, dormers and skylights, to compliment the historic character of the building.

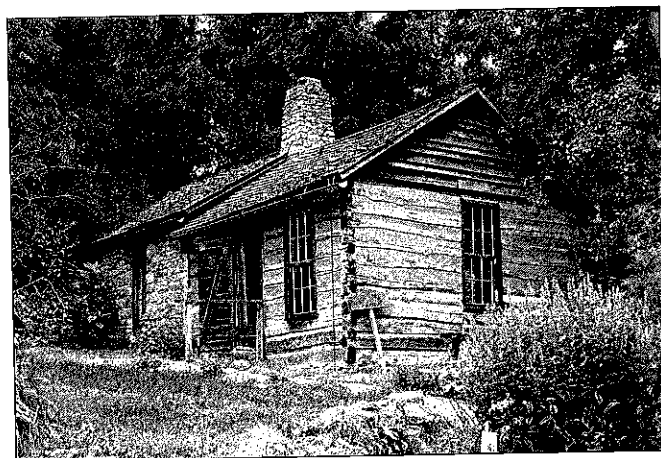
## NOT RECOMMENDED

Don't change, damage or destroy a roof that lends historic character to the building, or remove portions of a roof that could be repaired without extensive reconstruction.

Don't change the basic configuration of the roof by adding new dormer windows, vents or skylights.

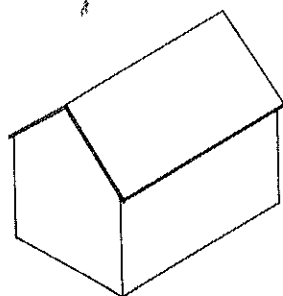
Don't strip the roof of historic materials such as slate, clay tile, wood or architectural metal. Don't use thick-style wood shakes. Rubber roofing is permitted only on flat roofs, and roofs not visible from the street. Don't use pole-barn metal roofing.

Don't allow roof fasteners, nails and clips to corrode, which hastens deterioration of the roof surface. ♦

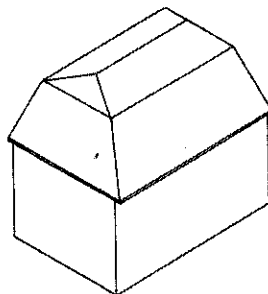


1830s cabin at Shake Rag Alley.

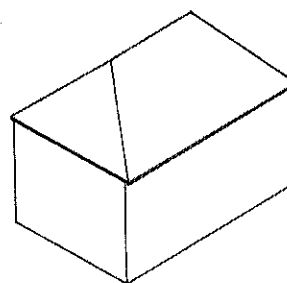
### Types of Rooflines



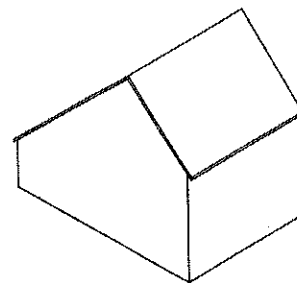
Gabled



Mansard



Hipped



Salt Box

# DOORS

## RECOMMENDED

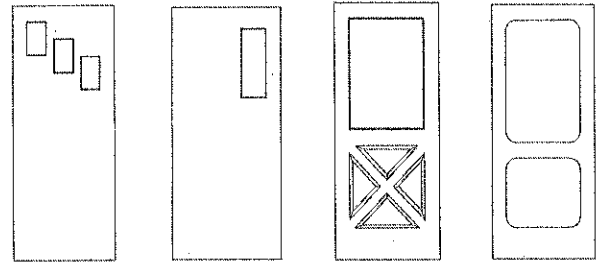
Retain and repair the original entryways, including the door, side lights, transoms and decorative moldings.

If the door must be replaced, search for the same size and similar style as the original. Replace trim with historically authentic wood trim.

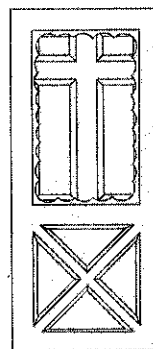
Sliding glass doors should be installed only on the ground floor at the rear of the building, away from viewing.

Storm doors may lower energy costs, but can subtract from a building's visual value. Weather-stripping may eliminate the need for a storm door; but, if not, a door should be chosen which reveals as much as possible the door behind it. Painting the storm door to match the historic door also helps reduce the impact. Choose wood, and don't use aluminum storm doors. Outside screen front doors are discouraged. ♦

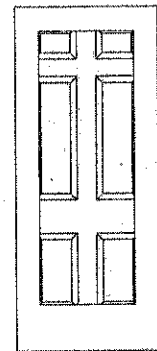
## NOT RECOMMENDED



Modern door designs inappropriate for historic homes.

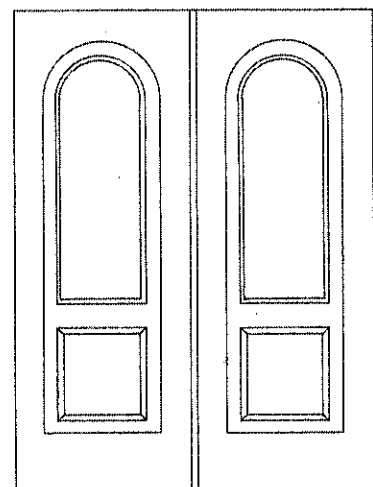
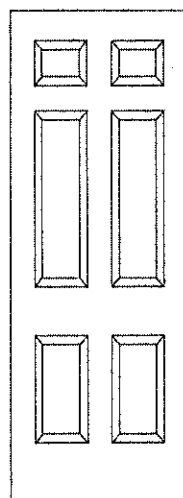
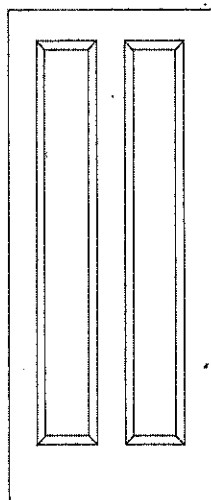
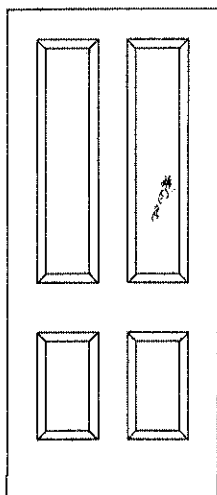


Inappropriate storm door covering historic door.



Appropriate storm door revealing historic door.

## Examples of historic doors.





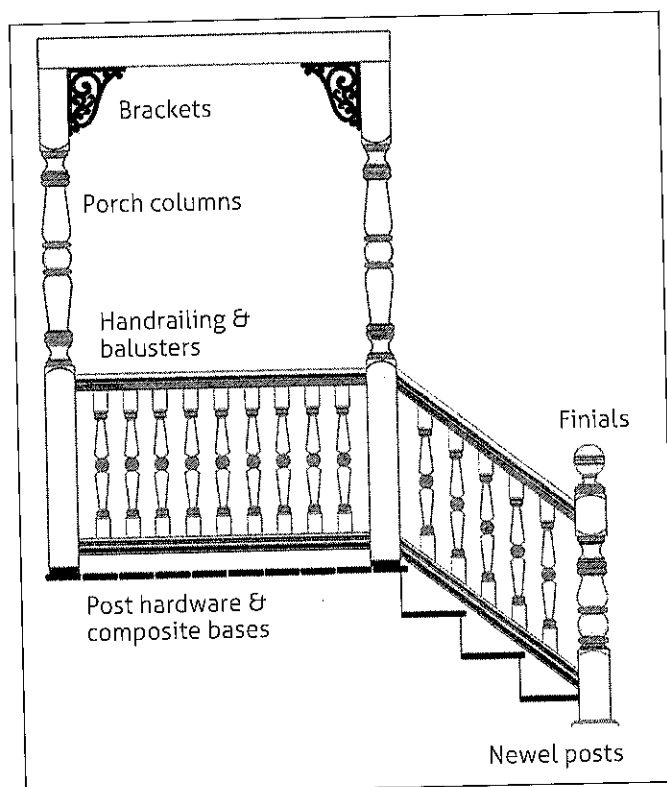
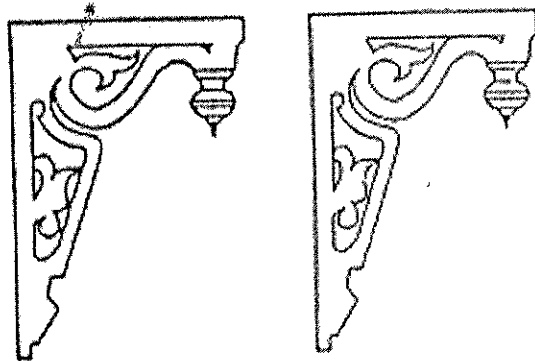
## DECORATIVE TRIM

Decorative trim, whether wood, stone, metal, tile or glass, is found most often on a porch. But trim also compliments windows, cornices and the roofline. Trim should be maintained with appropriate materials and methods.

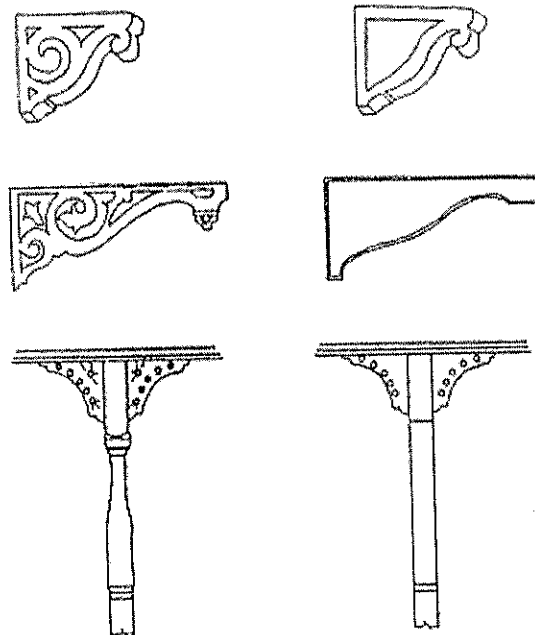
- Wood can be treated with preservatives, filled with epoxy or resins, and painted.
- Loose trim should be refastened.
- Save damaged trim; it can be duplicated with a jigsaw, or ordered from catalogs.
- Retain the original trim when possible. When replacement is necessary, it should be with detail that is similar to the original in size, materials and design.
- Match porch posts to shape of originals.
- Railing spindles were typically vertical, not horizontal. Don't use plain 2 x 2 or 2 x 4 rails.
- Don't use indoor/outdoor carpeting on porch floors or stairs. ♦

### Trim Simplification

If it is not possible to replicate any missing or deteriorated decorative trim, new trim should match the original as closely as the budget will allow.



### Original vs. simplified



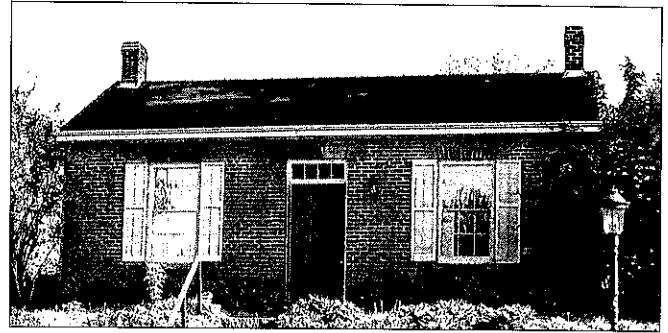
# SHUTTERS

Historically, shutters kept out the weather. Since the development of storm windows, however, exterior shutters are largely used for decorative effect. If you are adding shutters to a building, they should be sized and located as if they were operable, covering the entire window when closed. If you are purchasing shutters, consider the operable models, which still do their job, blocking winter winds and summer heat.

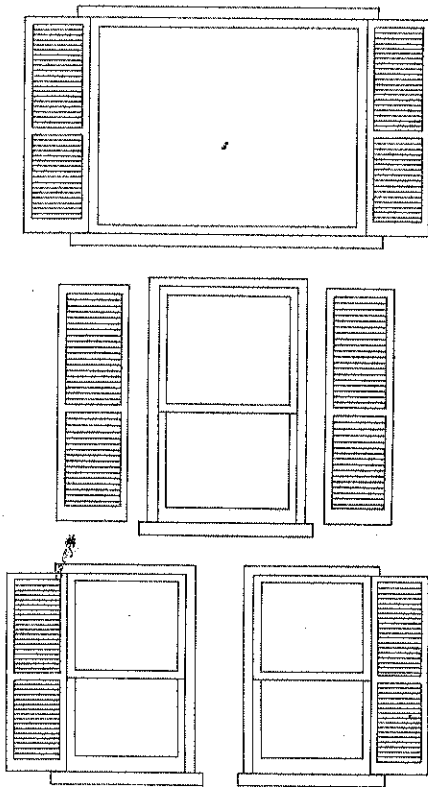
Historic shutters are usually either batten or louvered models, used for insulation and privacy on local homes.

Shutters should only be added to buildings on which they might have originally been used.

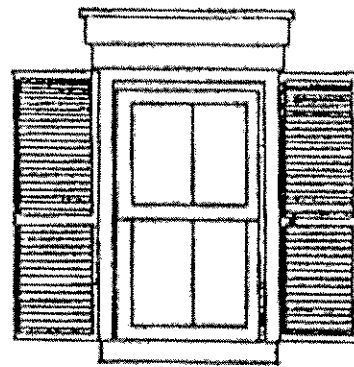
They should be operable, made of wood, with measurements **the height of the window and half its width.** ♦



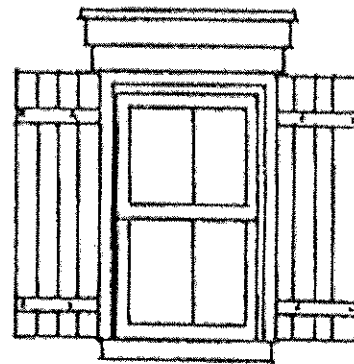
Inappropriate Shutters



Correct



Incorrect



## MASONRY

Local limestone from nearby quarries, rubble from the fields, and red or cream colored brick were the common building materials in 19th Century Mineral Point. The early Cornish settlers were experienced stonecutters and builders, and our historic buildings reflect their skills.

But brick and mortar are porous materials, susceptible to water damage from rain, condensation and the rising dampness of the earth. When moisture seeps into stone and brick, and then freezes, the masonry can crack. Uneven settlement can also cause deterioration.

Many buildings dating before 1870 were made of softer materials than those now used in new construction, so it is important that masons take time to study bricks, stones and mortar, before repairing or replacement.

### RECOMMENDED

Retain, identify and preserve masonry features that define the character of the building.

Protect and maintain masonry by providing proper drainage so water does not stand on flat surfaces.

Clean masonry only when necessary, after conducting tests on the masonry's strength. Use the gentlest possible methods to remove dirt, paint and stains. Low-pressure water cleaning is the safest way and may be performed by the layman.

Maintain clean gutters and repair roof leaks to avoid deterioration due to moisture invasion. Regular maintenance and water damage control is essential, to protect and preserve the beauty of historic stonework.

Masonry repair usually requires professional assistance; but, before calling in the contractor, property owners can become informed consumers by researching and testing the makeup of bricks, stones and mortars.

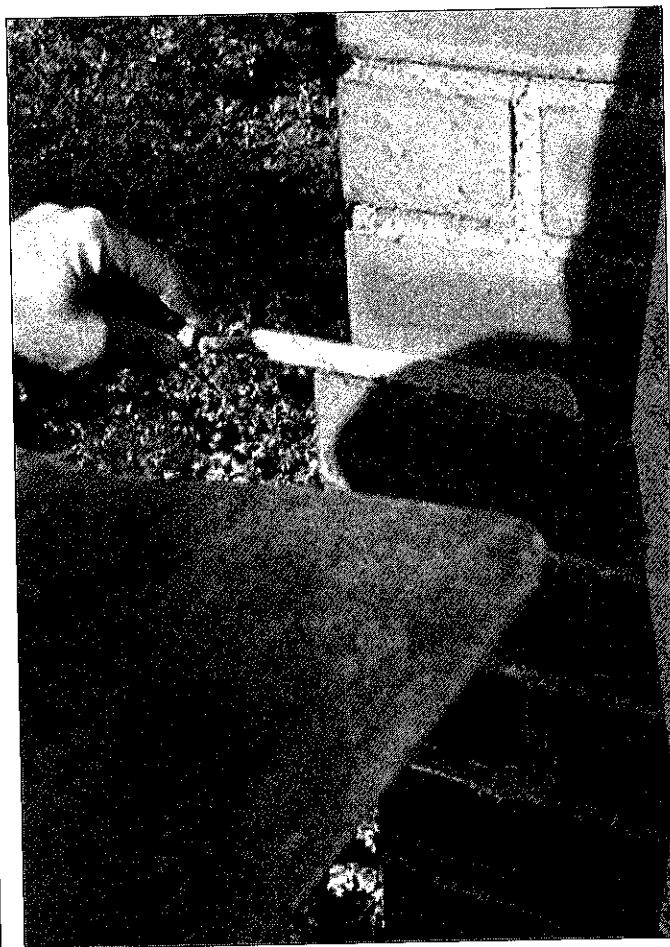
Repaint with historically appropriate color.

### NOT RECOMMENDED:

Don't radically change or remove or rebuild masonry features.

Don't add paint or stucco to unpainted masonry, or remove paint from historically painted masonry. Remove damaged paint only to the next sound paint layer, using the gentlest method possible.

Don't clean bricks and stone with harsh chemicals, sandblasting or other abrasive or mechanical grinding methods. Use caution with sealants, which can actually accelerate deterioration. ♦



# REPOINTING

Repointing is the method used to maintain mortar joints and remove deteriorated mortar from a wall. Tools should remove mortar to a depth of approximately 2.5 times the width of the joint, then new mortar should replace the old, applied/pointed with the same profile to make the edges uniform and historically correct.

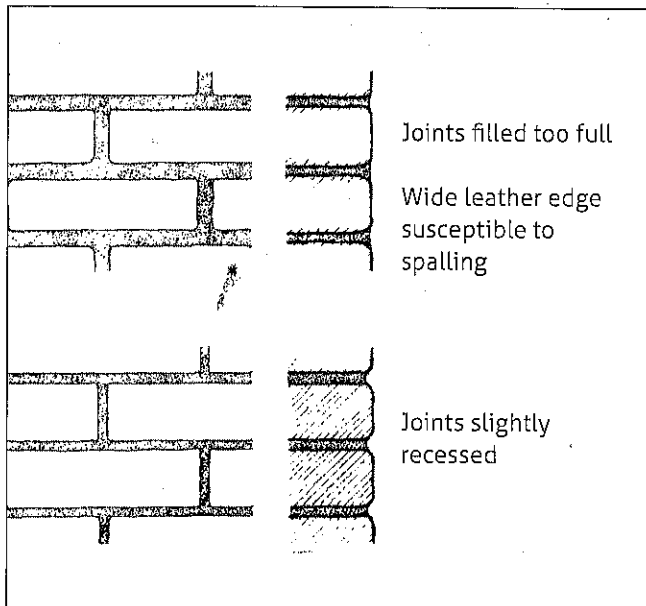
## RECOMMENDED

Repair only damaged material, not entire walls or major features, preserving sound mortar by selectively and carefully evaluating the masonry. Patch, piece-in or consolidate the material using recognized preservation methods.

Use hand tools, not power tools, to avoid damage to masonry.

Use a softer, flexible mortar to repoint brick or stone units, not the harder Portland cement, which stresses joints and causes cracks and spalling (crumbling). Match the mortar mix to individual projects, duplicating old mortar in strength, composition, color and texture.

If replacement is necessary, use existing evidence to guide the work and duplicate overall form and detail.



## NOT RECOMMENDED

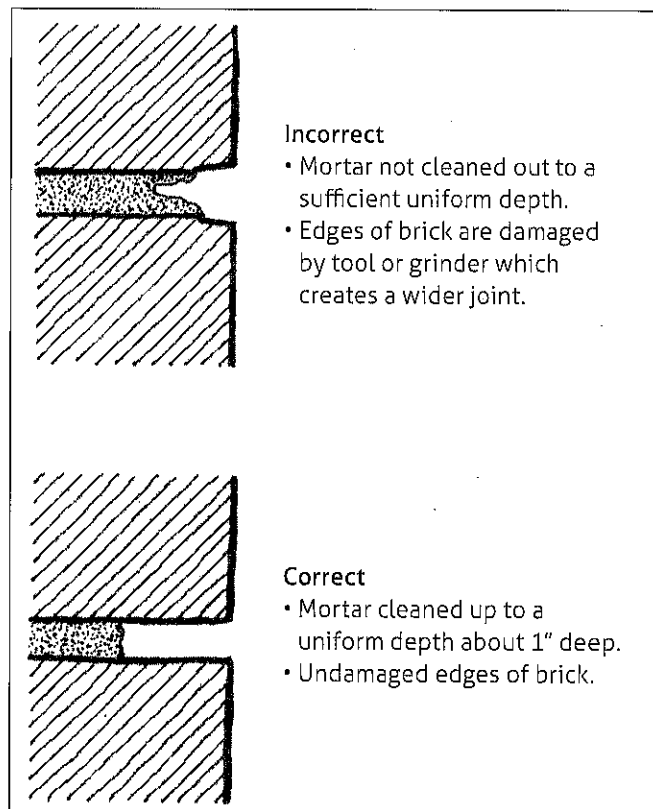
Don't use a synthetic caulking compound or a "scrub-coating" technique to repoint instead of traditional repointing methods.

Don't change the width or joint profile.

Don't use substitute materials for a replacement part if the newer materials are not historically appropriate.

Don't apply waterproof, water-repellent or non-historic coatings to masonry as a substitute for repointing or repairs. Coatings are frequently unnecessary, costly and dramatically change the building's appearance.

*An often used local mortar mix is 0-1 parts Portland cement, 3-4 parts lime, and 8-12 parts sand, but wise property owners would seek professional advice before making up a mix. ♦*



## FENCES

Fences should compliment the style of the building, its historic character, and the surrounding neighborhood. Fences may range in height, should not block a view of the house from the street, and should stand no more than 6 feet high in the rear of the structure. Chain link fences are discouraged, because they detract from the historic look of property. Simple wire fences, picket fences and elaborate cast iron fences were all common in the early city. Research may lead to clues to guide the property owner on the selection of the proper fence.

## MECHANICAL SYSTEMS

Preserve and repair the visible features of early mechanical systems, such as grilles, lights and doorknobs. For other major features, such as air conditioning equipment and television antennae, a general rule would commit the property owner to installation in the most inconspicuous location, perhaps placed behind an appropriate barrier to disguise the modern system. Installing machinery in historic windows damages the character of the building, and is discouraged.

## ENERGY EFFICIENCY

Owners of historic homes are often concerned about the building's energy efficiency, but in many ways an old building can be as "green" as a contemporary structure. Utilizing the natural shade from trees, exploiting natural lighting and ventilation, along with weather-stripping, and attic and basement insulation are all elements of good energy practices. Insulation in wall cavities, on the other hand, is not as effective as might be expected. The heat loss from uninsulated walls is only one component of total loss. Tests show that well-maintained historic windows can enjoy energy efficiencies on par with some newer "greener" replacement windows. Further, the improper installation of wall insulation and replacement windows can lead to condensation problems that can reduce the insulating benefit.

## AWNINGS

Awnings provide insulating benefit, and can add to the property's appearance if made from the right materials, representing the right historic style. Metal or fiberglass awnings are not appropriate. Once the awnings are mounted, protect and preserve their character by keeping the materials fresh, clean and well-tended.

## ARCHITECTURAL METALS

Columns, capitals, window hoods and stairways are metal features that deserve preservation, repair, and maintenance. Their enemy is moisture, so protection from standing water is essential. Cleaning metals reduces corrosion, and appropriate protective coatings are recommended. Copper, bronze and stainless steel were meant to be exposed to the weather, and should not be painted. Some metals are incompatible – copper will corrode steel, iron and aluminum, for example – and a separation material should be used when placing the metals.

## LIGHTING & UTILITIES

Electricity, gas, cable and telephone installations are distracting features in historic buildings. When dealing with utility installations, hook-ups should be made as unobtrusive as possible. Where possible, secure piping and wire access at the rear of the building, and install utilities under ground if the budget permits it.

Inappropriate outdoor lighting also has an adverse affect on the property. Lighting fixtures should be located in an inconspicuous place, but a site that still provides safe and adequate light levels. Decorative lights should be consistent with the historic character of the building.

## PAINT

Painting protects a building from temperature and humidity extremes, but it's also an asset – or liability – for a building's character.

Mineral Point's early stone/brick structures, and frame homes as well, usually featured exterior woodwork painted white or a soft neutral color or earth tone, with shutters painted green or blue.

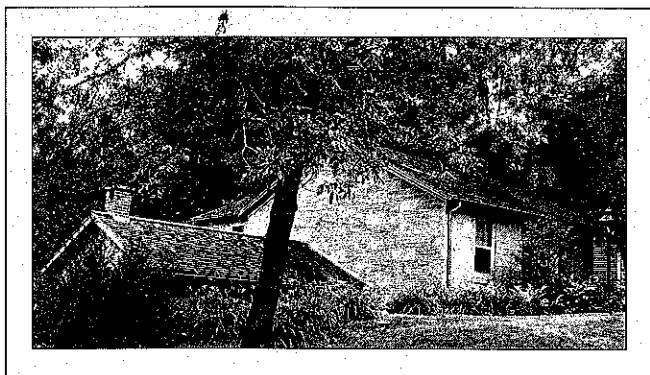
Mid-19th Century paint palates included soft browns, grays and yellows, with trim kept in the range of creams, grays and white. Browns and grays joined blues and greens in the shutters.

From 1875 to 1900, the development of ready-mix paints solved the problems of the new larger homes, and darker, more varied color schemes became popular. Rich, warm colors highlighted homes, but the bright, gaudy colors some associate with the Victorian era never really found acceptance and are generally not appropriate.

After the turn of the century, bungalows and "Four Square" homes brought a return to light colors and earthy tones in exterior painting.

Architectural styles tended to intermingle in Mineral Point, but with thoughtful study and the advice of experienced professionals, the property owner should be able to select an appropriate color scheme.

The HPC recommends historical authenticity in the choice of paints and stains, but does not **require** a limited color palate or restrictive color regulation.

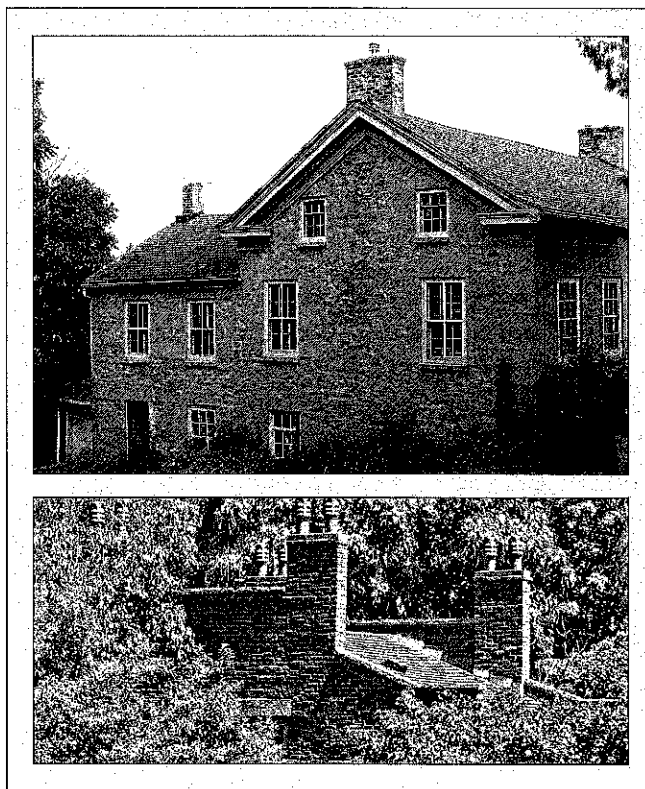


## ENTRANCES & PORCHES

Retain, protect, repair and maintain building entrances and their functional and decorative features because they are important in defining the building's historic character. For arches, doorways and porches, use good surface treatments such as cleaning, rust removal, limited paint removal and the re-application of paint and protective coatings. Don't cut a new entrance to the building, and don't alter a service entrance to make it look like a more formal entrance by adding doors, lights, etc.

## SITE CONSIDERATIONS

Don't forget the yard, the bushes, flowers, trees, and walks and pathways; these landscape elements should be carefully chosen and maintained to preserve the integrity of the historic building. Research will guide the property owner to the best ways to improve the site while complimenting the surrounding neighborhood. ♦



# NEW ADDITIONS TO OLD BUILDINGS

## FIRST: IS IT REALLY NEEDED?

An addition can insult the character of the historic building if the design size and scale are out of proportion, or if construction results in new space that is obviously "fake history," merely a bad imitation of the original building's appearance. The basic question is, "Could the interior spaces be remodeled in a way that would avoid the need for new construction?"

An attached exterior addition to a historic building creates a new profile that can radically change the historic appearance of the structure. So, an addition should be considered only after determining that the new use cannot be met by altering interior spaces. If that process justifies new construction, an addition is an acceptable alternative. However, a number of considerations should apply: the added space should be designed and constructed without changing, obscuring, damaging or destroying the character-defining features of the building. Further, the new design should make it apparent the new space is not actually a part of the historic structure, but is a compatible and harmonious addition to the original building.

## RECOMMENDED

Construct the addition so there is the least possible loss of historic walls, roofs, windows and other parts of the original building.

Locate the addition to the rear or on an inconspicuous side of the building, and limit its size and scale in relation to the main building. Observe the city's setback rules.

Design the new addition in a manner that creates a compatible combination of historic and new elements.

Place outcropping additions such as balconies on one of the sides that has the least character-defining features.

Consider the neighborhood, and design the addition to be compatible in mass, materials and color.

## NOT RECOMMENDED

Don't try to *disguise* the addition by duplicating the building's exact form, material, style or detailing in an attempt to make the new construction "disappear."

Don't imitate the building's historic style for contemporary uses such as garages and commercial add-ons.

Don't construct additional stories so the historic appearance of the building is compromised. Pay attention to the roof pitch and how it ties into the main building.

Avoid additions that reduce open spaces in the site's front or side yard. ♦



Example of poor addition.

# STOREFRONTS

Storefronts are the public face of business in Mineral Point, and these brick and stone façades often define the historic character of the city and determine a visitor's first impression. Storefronts play a crucial role in a store's marketing and merchandising strategy; consequently, they are sometimes altered in an effort to draw customers into the establishment. Because of their importance in the community's economic and cultural life, take particular care in the planning and rehabilitation of storefront, so the building's historic character is preserved.

## RECOMMENDED

Identify, retain and preserve storefronts and their functional and decorative features, such as display windows, doors, signs, transoms, metalwork and posts.

Protect and maintain storefront materials by cleaning, rust removal, and paint removal and reapplication.

Repair storefronts by reinforcing historic materials, or by limited replacement in kind, or with suitable substitute material. Rebuild windows to match originals.

Study existing materials and designs to guide repairs and replacement. If a total replacement of the facade is necessary, use the building's physical evidence to guide the new work. If the same materials are not technically or economically feasible, use historically compatible substitutes.

## NOT RECOMMENDED

Don't radically change the storefront or its features.

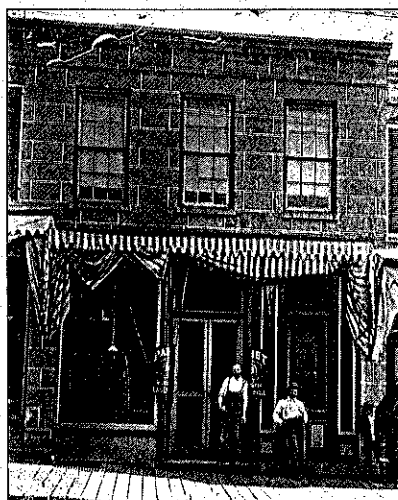
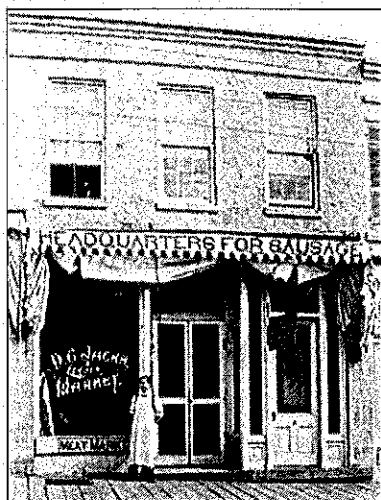
Don't alter the building to make it appear residential, not commercial, in character.

Don't create recessed arcades, mansard overhangs, and small-paned windows or aluminum framed plate glass. Don't hang lanterns, wood shakes and shutters if they cannot be documented historically.

Don't change the location of the main entrance.

Don't strip the building of historic materials, such as cast iron, terracotta, brick or stone, and prism glass.

Don't replace the entire storefront if repairs and limited replacement would be appropriate. ♦



In 1898, D.C. Jacka opened his meat market at 237 High Street. The 1861 J.J. Collins building was home to a grocery, millinery store, two doctors' offices, a furniture emporium, and a pair of "eateries" over the long stretch of years in its history. It has been well preserved, as we see in the photo on the right taken in 2009.



# PRESERVING RESIDENTIAL HOMES

This Mineral Point house (below) was surely a “fixer-upper,” and for experienced restorer Peter Erbach it was a challenging project that demanded his time and talent for several months.

His work brought the home into good repair, but with its historical features preserved.

Successful historic preservation stories abound in Mineral Point. Some of the stories involve large buildings such as the Globe Hotel, the Opera House, the Gundry home (*page 23*) and the landmark example we cited, the Cothren mansion (*on page 22*). But there are scores of small homes and modest stores and business places that have been rehabilitated by local residents who simply believe historical authenticity produces tangible esthetic and economic value, and are willing to invest and act to achieve preservation’s rewards.

A preservation project need not be grand, expensive or complicated. It may involve ordinary repairs, done well. It may involve the replacement of a shabby doorway with another of historic character, or the careful reordering

of a flawed “modernization” of property. There are many ways historical preservation can be accomplished.

Each year, local property owners are working with preservation authorities and contractors, to transform their homes, stores, shops, galleries and offices into work places that function well but are compatible with history.

These homeowners, merchants and business/professional people see architectural preservation with clear eyes. They know the high standards of effective preservation can impose costs that can inflate their budgets. They know their responsibility to repair, not replace, can make the search for materials difficult. They know they must carefully choose a contractor who can perform with historical craftsmanship. They know the work will demand focused attention, and that the project will be much more complex than the easy way: “tear-down-and-slap-up.”

They also know that, in consciously historic Mineral Point, the extra effort is the right way to go. ♦

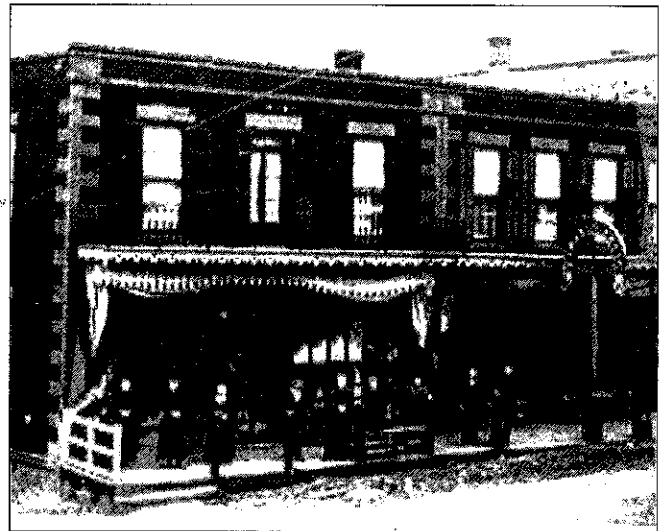


# THERE'S A RIGHT WAY TO PRESERVE HISTORIC DOWNTOWNS

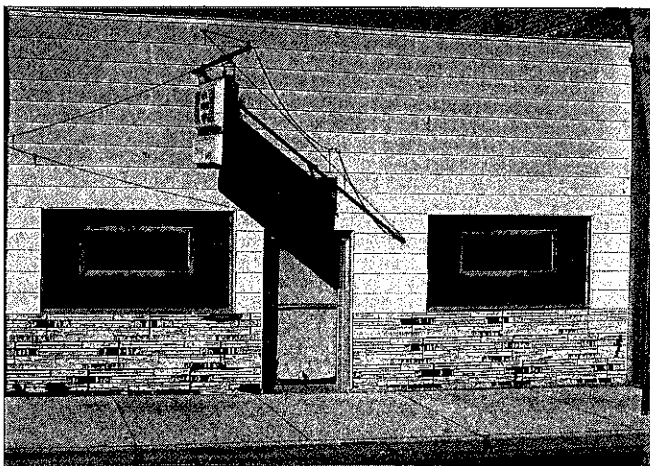
The 1894 photograph to the right portrays the historic Globe Hotel on Commerce Street, where at least one American president spent the night. After the hotel closed, the brick and stone structure experienced a series of tenants; and, by the mid-1970s, the building had been subjected to several drastic remodelings that ripped out doors and windows and hid its history behind layers of false fronts.

Three men with an interest in preservation stepped forward and, with a modest budget and untold hours of research and hand labor, restored the Globe. Scaffolding went up in the blighted Skid Row neighborhood at the bottom of the High Street hill. Day by day, the project took shape. Today these buildings are businesses and homes.

Below is the former Globe Hotel in 2009. It stands as an example of the success historic preservation can enjoy when local people invest their time, money, devotion, and hard work to complete a project that has equipped a well-made historic building to function well in today's world. ♦



## And... There's a Wrong Way



# GOOD CHOICES & CAREFUL PLANS PRESERVE HISTORIC BUILDINGS

With a little extra planning and wise choices, preserving your home or storefront can enhance the historic look that sets Mineral Point apart from other cities in Wisconsin. Basically, it's all about doing the right thing, which may not cost a lot more than doing the job half-way. By using good plans, good materials and good workmanship, and you will improve property values.

Planning is important because you have a variety of choices in design, materials, landscaping and labor. Draw plans that illustrate your vision for the property improvement, then talk about the plans with qualified historians, builders, masons, woodworkers, and members of the HPC. When you visit City Hall to apply for a COA, find out how to contact a member of the HPC.

If you live inside the boundaries of the Historic Overlay District or occupy a local landmark or landmark site, you must comply with the provisions of the city's Historic Preservation Ordinance 151. That ordinance is enforced by the HPC, and you should consider the commission your partner in the effort to preserve your property both sensibly and authentically. The seven volunteers who serve on the commission have experience in historic construction and design, and welcome an opportunity to discuss your project's merits and demerits to try to bring the work to a successful conclusion.

When in doubt about how to proceed or if budget constraints tempt you to cut corners, the best thing to do

is to wait until you can complete the project according to the requirements of the city's Historic Preservation Ordinance. Or, develop a plan to do the work in stages, in keeping with your budgetary resources. A 150-year old building will still be standing in a few months or even years, waiting to be restored properly. It is better

to delay eventual good work than to conceal a building's flaws with inappropriate "modern" features. Resolving the problems of the "quick-fix" will likely push the date for *proper* restoration even farther into the future.

The preservation of historic architectural character is not in conflict with the intelligent use and functions of a building. As the agency charged with carrying out the provisions of Ordinance 151, the HPC strives to work with property owners to share the responsibility of keeping Mineral Point's architectural integrity intact. Commissioners are fully aware that buildings must change over time because owners must often add new functions or new technology to the structure. They are also aware that

work demanding high standards can cost a good deal of money. The commission takes a flexible approach to its enforcement duties, considering individual cases as they arise. Some people may view the work of the HPC as an infringement of ownership privilege, but Commission members view their work as a partnership with their neighbors, and have no desire to penalize fellow citizens or delay the process of improving the city's buildings. ♦



# TAX CREDITS

Owners of historic properties who undertake rehabilitation or restoration projects may be able to qualify for tax credits under state and federal preservation programs. These credits may offset some of the costs of rehabbing the property and may provide an incentive to spur restoration work by individuals who meet the programs' eligibility standards.

On the federal level, the IRS offers a tax credit for the preservation and adaptive re-use of commercial and income-producing buildings.

More than half of the United States have adopted laws creating credits against state taxes. The Wisconsin Historical Society's Division of Historic Preservation administers a program of 25 percent state income tax credits for the repair and rehabilitation of historic homes in the state, and a separate program promising a 20 percent credit for owners of income-producing properties.

Tax credits differ from tax deductions: when you figure your income taxes, a **deduction** reduces your income for purposes of what you owe the government at your tax rate. A tax **credit**, on the other hand, is a dollar-

for-dollar reduction in what you actually owe in taxes. Consequently, spending \$20,000 on eligible work would entitle you to a 25 percent credit, or \$5,000, off the state income taxes owed.

Many homes and business places in Mineral Point would qualify for tax credits. But, be aware that there are many regulations and requirements that must be met when applying for the credits. Further, keep in mind that tax laws change from year to year, and incentive programs rise and fall with the economy and changing political conditions. To gather more information about your possible opportunities, type in these titles on your Internet search engine page, and "get clicking."

**The National Trust for Historic Preservation website publishes a state-by-state list of tax incentives.**

**The National Park Service offers a rundown on the Rehabilitation Tax Credit Guide.**

**Model Public Policies: State Tax Credits for Historic Preservation - explains how credits work.**

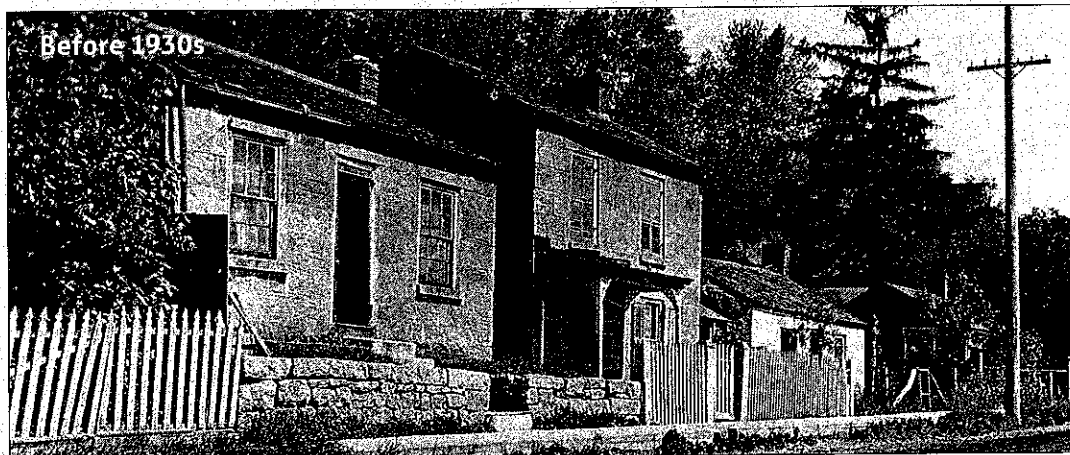
**Wisconsin Historical Society, link to "Historic Buildings & Preservation." ♦**

## THE AMERICANS WITH DISABILITIES ACT AND HISTORIC BUILDINGS

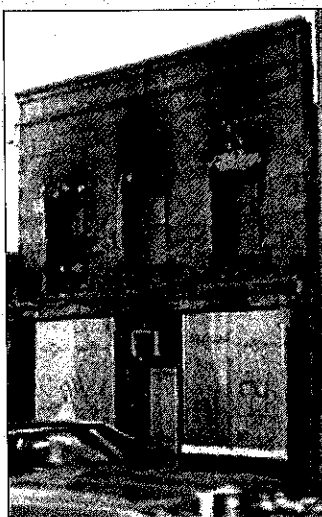
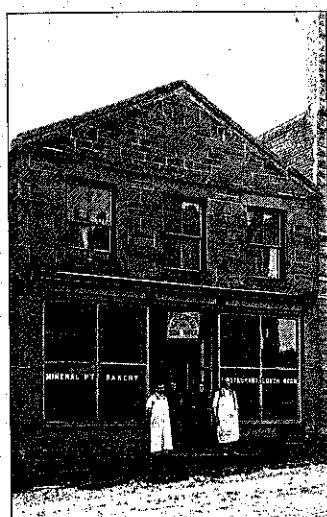
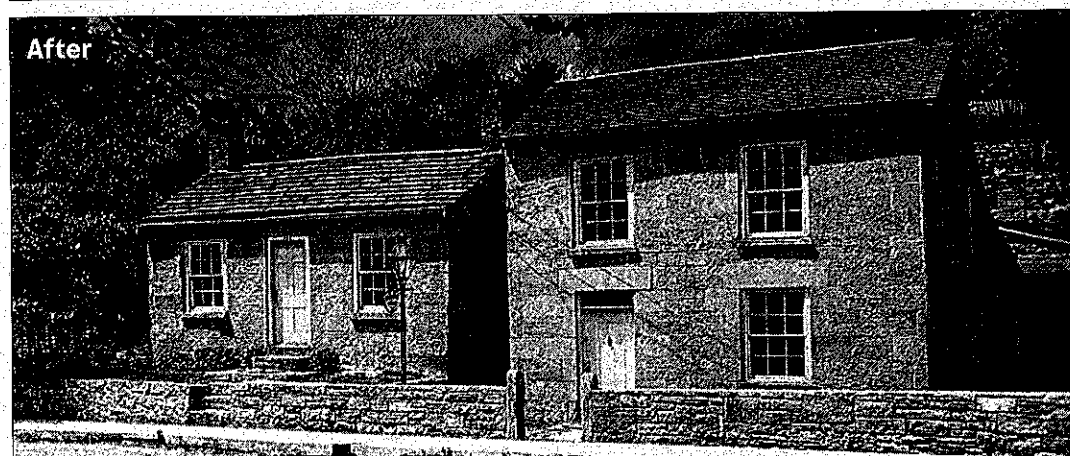
The Americans With Disabilities Act (ADA) requires that places open to the public be readily accessible to people who are disabled. Historic buildings, constructed long before the ADA law, may have a variety of problems complying with the act's provisions, but the agency that administers the program included a number of special measures for historic sites. The law specifically exempts certain buildings and facilities, such as a religious entity, a private club, or a small bed and breakfast enterprise housed in the home of the proprietor.

The ADA requires that historic locations are accessible to the maximum extent possible. If alterations to make the site "qualified" would threaten to destroy the historic significance of the building, however, the ADA may apply certain alternative standards, giving local authorities some discretion so long as there is an effort to comply.

A qualified historic building is one that is listed, or eligible for listing, on the National Register of Historic Places. That could mean more than 500 buildings listed as "contributors" to the Mineral Point Historic District. ♦



Pendarvis cottage, which became a famed cafe, and the two-story Trelawney, home to restorers Bob Neal and Edgar Hellum.



Left: 154 High St. 19th Century. Middle: After the fire in the mid-1970s. Right: In 2009. Photos from the "Mortar & Memories" project, developed by the Chamber of Commerce and the Mineral Point Historical Society, to provide images and information tracing the history of each commercial building in the city's downtown area.

# BASIC RESOURCES

## IF YOU ARE CONTEMPLATING A PROPERTY PRESERVATION PROJECT...

**R**esearch your building's age and history. Find old photos and talk with people who may have had a connection to your property. View pictures of other houses as well; you may be surprised how much you learn about building styles and your property's original appearance. Then, use these sources to increase your knowledge:

**The Mineral Point Archives** within the Mineral Point public library, the city's archives yield photos, newspaper clippings, and other printed material about local buildings and the owners of local properties. The local newspapers reported on fires and new construction in the area.

**The Mineral Point Historical Society**, headquartered at Orchard Lawn, maintains several important collections of local historical objects, and hundreds of glass plate negatives and other photographic works.

The Society provides authoritative information, answers questions, and prints large-format historic photos to fill your request. The Society partnered with the **Mineral Point Chamber of Commerce**, to produce the "Mortar and Memories" program, which identifies commercial buildings in the downtown area and traces their evolution by listing the histories of the building's ownership.

**The Chamber of Commerce** is a High Street center for local information and activity.

"Sanborn" **fire insurance maps** give information about building materials, window arrangement, roofing and usage.

City **tax records** may help track building ownership, and can disclose local economic conditions that may provide clues to improvements made by property owners.

**Abstracts** trace ownership, and provide a written record of ownership change.

**Mechanic's liens** and **building permits** give the name of the building contractor and his trade.

**Wisconsin Room** at the Karrmann Library at University of Wisconsin-Platteville.

**The Wisconsin Historical Society** operates the vast State Library at 816 State St., in Madison, where the general public can spend hours in historical research into their home, their community, and various topics that are helpful in the pursuit of historic preservation.

**As mentioned elsewhere in this Guidebook, two internet websites offer a wealth of information:**

- **Preservation Briefs** [www.nps.gov/tps/how-to-preserve/briefs.htm](http://www.nps.gov/tps/how-to-preserve/briefs.htm) ranks as a first-rate and user-friendly source for page after page of good advice, tips and "how-to" practicality.
- **Sec. of the Interior's Standards for Rehabilitation** [www.nps.gov/tps/standards/rehabilitation.htm](http://www.nps.gov/tps/standards/rehabilitation.htm) offers many concise "do's and don'ts" for property owners.

*See the bibliography on page 47.*

These are a few of the tools that may help you identify your home, and piece together its authentic history.

*This guidebook and the city's website associated with this guide are intended to assist the property owner in carrying out shared responsibilities for architectural integrity in Mineral Point. There are a variety of other information sources to help, and the volunteer members of the HPC are also available for advice and counsel on building plans, regulations, materials and construction methods. ♦*

# GLOSSARY OF COMMON TERMS

**bargeboard:** An often-ornamented board concealing roof timbers projecting over gables. Also called a vergeboard.

**bevel siding:** Also known as clapboard. Used as finish siding on the exterior of a structure. It is usually manufactured by "resawing" dry, square surfaced boards diagonally to produce two wedge-shaped pieces

**cladding:** A protective or insulating layer fixed to the outside of a building or another structure.

**cornice:** The molded and projecting horizontal member that crowns a building composition.

**cupola:** A small structure built on top of a roof.

**fascia:** A wood member used for the outer face of a box cornice where it is nailed to the ends of the rafters and lookouts.

**frieze:** A vertical piece (as a board) covering the joint between the top of a wall and the projecting eaves.

**lintel:** A horizontal member spanning and usually carrying the load above an opening.

**molding:** A decorative band of material with an ornamental profile. Generally used on cornices and as trim around door and window openings.

**mullion:** Slender vertical member placed between glass planes (i.e. in windows or doors) or used decoratively, as on the surface of a building.

**muntin:** A strip separating panes of glass in a sash.

**orders:** Type of column and entablature forming a unit of an architectural style. The most common orders are based on ancient Greek orders (i.e. Doric, Ionic, etc.)

**parapet wall:** Part of the wall continuing above the edge of the roof.

**pediment:** A triangular space forming the gable of a pitched roof in classic architecture, or a single form used as a decoration.

**pilaster:** An upright architectural member against a wall surface. Though it is rectangular in plan, it is generally detailed as a column.

**pointing:** Scratching out the old mortar from masonry joints and filling in with new material. Also called tuck-pointing.

**sash:** The framework in which panes of glass are set together, forming a usually movable part of a window.

**siding:** The finish covering of the outside wall of a frame building. Many different types are available.

**sill:** A horizontal piece that forms the lowest member of a framework or supporting structure, such as the piece at the bottom of a window or the threshold of a door.

**soffit:** The underside of the members of a building, such as staircases, cornices, beams and arches. Relatively minor in size as compared with ceilings. Also called drop ceiling and furred down ceiling

**transom:** A window above a door or window built on or hinged to the lintel.

**trim:** The finish materials in a building, such as moldings applied around openings (window trim, door trim) or at the floor and ceiling of rooms (baseboard, cornice, picture molding).

The HPC may be contacted by visiting City Hall at 137 High Street, calling 608.987.2361 or visiting the Mineral Point city government website: [www.mineralpoint.net](http://www.mineralpoint.net)

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Protecting our city's history  
is a shared responsibility.

*Thank you.*