

**TOWN OF WESTPORT**  
**HISTORIC PRESERVATION COMMISSION**  
Kennedy Administration Building Community Meeting Room  
5387 Mary Lake Road  
Town of Westport, Wisconsin

Minutes January 4, 2024

Members Present: Pichette, Moore, Werner, Crowell, Will.

Public Present: none

**Meeting called to order at 6:00 pm**

**Public comment on matters not on the agenda:** none

Motion to approve minutes from December 7, 2023, made by Will, seconded by Werner, motion approved unanimously. Pichette requested that Town Staff confirm compliance with open meeting laws.

**CLG Grant Application Status**

- WHS followed up on application submitted, noting grant application requirement that Town has obtained a quote from two (or more) providers of consultant services, as part of application, and that was missing from application. HPC requests Town Staff reach out to providers of these services to obtain quotes, with direction from Will.

**5360 Westport Rd. (former Nau-Ti-Gal) Property Updates**

- Werner and Pichette updated HPC: Town had made contact with property owner, and they have removed some materials and discarded items on site.

**HPC Town Preservation Ordinance Status**

- Pichette provided updates; Town attorney will have draft for review by various Town bodies. Pichette noted that Jason Tish (WHS CLG Coordinator) will be present at January 15<sup>th</sup> Town Board meeting to advise Town Board on questions that have arisen during process.

**HPC Discussion on Possible Request for Town Board and Town Plan Commission To Consider Adopting Procedures Regarding Undisturbed Land and/or Wooded areas**

- Pichette provided updates; There was some discussion at the Town Board meeting as to specifics on properties.

### **Misc. Matters / Forthcoming Events**

- HPC members had general discussion on the idea of a possible “sunset clause” for zoning changes / approvals, that would set limits on how long from zoning change requests, that owners (or new owners if property changes hands) had before required to come back to Plan Commission for approval, and if no action occurred it would reset to previous zoning (example). No motion or action was taken.
- Mill Road Sign: Moore submitted updated sign design draft to HPC members for review, and updated HPC on progress with sign. Moore noted high-resolution images still needed before design can be completed. Moore noted he needs assistance finding contacts for some original image copies, noting some seemed to have come from Jim Kolte’s personal collection (as referenced in Waunakee / Westport history book). HPC members liked design and content, and Pichette made a motion to approve sign design as-is, Crowell seconded. Moore will finalize and coordinate with Town staff once final high-resolution images are obtained, and with review and correction of any remaining typos or missing attribution.
- EWW Site: No further updates
- Report on State Marker Application Status: No update
- Don Sanford presentation: Pichette noted there was fascinating video that was shared, showing old footage post-WWI of Indianola campers on lake. Some relics of the site still exist, Sanford integrating those on map.

Motion to adjourn by Werner, seconded Will. Meeting adjourned at 6:45 pm.  
The next HPC meeting is on February 1st, 2024

Minutes respectfully submitted,  
Chris Moore, Commission Secretary