Town of New Glarus
"Old Town Hall"
Feasibility Study
January 2010

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FORWARD

January 4, 2010

Town of New Glarus – Town Board
1101 Highway 69
New Glarus, WI 53574

Dear Town Board,

I would like to express my thanks to the Board for engaging McGowan Architecture to produce this feasibility study. I have endeavored to provide thorough research and to be creative and practical in the suggestion of options for the future use of the existing town hall.

Thank you for this opportunity.

Sincerely,

Patrick B. McGowan

Patrick McGowan, Architect

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INTRODUCTION

In November 2009 the Town of New Glarus Town Board awarded a contract to McGowan Architecture to study the feasibility of several issues relating to the "Old Town Hall". The focus of the study is as follows:

Determine possible uses for the Old Town Hall building & site. Define code required upgrades to the building necessary for the uses. And determine the suitability of the proposed possible uses to the building and the site.

Review and determine site preparation issues related to proposed possible uses.

Determine if Lot 87 (the adjacent duplex lot) would be needed to make the proposed uses practical and functional.

Discuss the connections between the Old Town Hall and a proposed library or library addition on Lots 86 & 87 and connections between these facilities and "Backtown".

Discuss remediation issues related to a buried storage tank on Lot 86 (Public Works building lot).

METHODOLOGY

Several methods of gathering information were used to develop this report. McGowan Architecture performed the following tasks in producing this report:

1. Two (2) site visits – including one site visit with a structural engineer (Kurt Straus – Structural Integrity). Multiple minor site visits to confirm detailed information.

2. Review of municipal zoning - including floodplain zoning.

3. Review of the International Building Code (IBC) and the International Existing Building Code (IEBC).

4. Review of the American with Disabilities Act – ADA Guide for Small Towns.

5. Interviews with the New Glarus Town Hall Preservation Society - Kim Tschudy and Jim McGuire, interview with the Village of New Glarus Zoning Administrator – Mike Fenley, phone interview with WI Department of Natural Resources (Flood Plain Zoning - Miriam Anderson), (Bureau of Remediation & Redevelopment – Mark Gordon), phone interview with Wisconsin Historical Society - Chip Brown III, esquire.

6. Review of "New Life for Backtown" report.

7. Review of the WI DNR Remediation and Redevelopment maps and review of remediation file with WI DNR (Bureau of Remediation & Redevelopment – Linda Hanefeld).

8. Review of information from the WI Department of Commerce Petroleum Environmental Cleanup Fund Award (PECFA) database.

HISTORIC OVERVIEW

The New Glarus Town Hall was constructed in 1886. The town built the structure up to and including the second floor, the Ancient Order of United Workingmen (A.O.U.W.) completed the structure from the second floor deck to the roof. Cost of construction for the building was split 3/5 by the town and 2/5 by the A.O.U.W., who used the upper floor as its lodge. It served as the town hall from 1886 until the mid 1990's. The A.O.U.W. lodge slowly lost membership to the Masonic Lodge and finally dissolved around the turn of the 20th century. From its construction, until the town moved out in the 1990's, the building hosted many other community organizations and civic purposes including the G.U.G.G. (a German women's organization), the Women's Relief Corp (a support group for the Grand Army of the Republic), the Odd Fellows, the Swiss Shooting Club, Boy Scouts, Girl Scouts and 4-H. It also served as a jail, school classrooms and a courtroom. For a time the basement was used to store the town's firefighting equipment.

After the town government moved into a new leased facility in the mid 1990's, the building for all intents and purposes was vacated. In July 2002, the New Glarus Town Hall Preservation Society purchased the building for $5,500 and has since spent approximately $22,000 on restoration efforts. The society also had the town hall listed on both the State and National Historic Registers in April of 2008.

NEW GLARUS TOWN HALL PRESERVATION SOCIETY

The society has been responsible for several upgrades or improvements to the building in their effort to make the building more useable for public functions. Improvements include the following:

1. Installation of water and sewer laterals to the building.

2. Construction of a unisex toilet room on the first floor of the building and rough-in of a bathroom / kitchen in the basement level.

3. Purchase of two (2) 40,000 btu furnaces. One furnace and associated ductwork has been installed and is serving the first floor. The second furnace has been set on the second floor, but no further installation has been completed.

4. Installation of (2) 100 amp electrical panels. One is located on the first floor, the other is located on the second floor. The panels have the ability to be metered separately (in case of multiple tenants).

5. Partial upgrade of electrical wiring, principally in the basement level. There are also some limited wiring upgrades in the attic serving the second floor.

6. Exterior painting of the building – north, west & south walls (2004). It is believed that the last time the building was painted was in 1976.

7. Roofing replacement – removed 3 layers of asphalt shingles and one layer of wood shingles, installed new OSB sheathing over existing board sheathing, installed roofing felt and 25 year asphalt shingles. (2006)

8. Added the deck (platform) on the west and south sides of the building to replace a deck believed to have originally been constructed. The society has a photograph showing the presence of a platform.

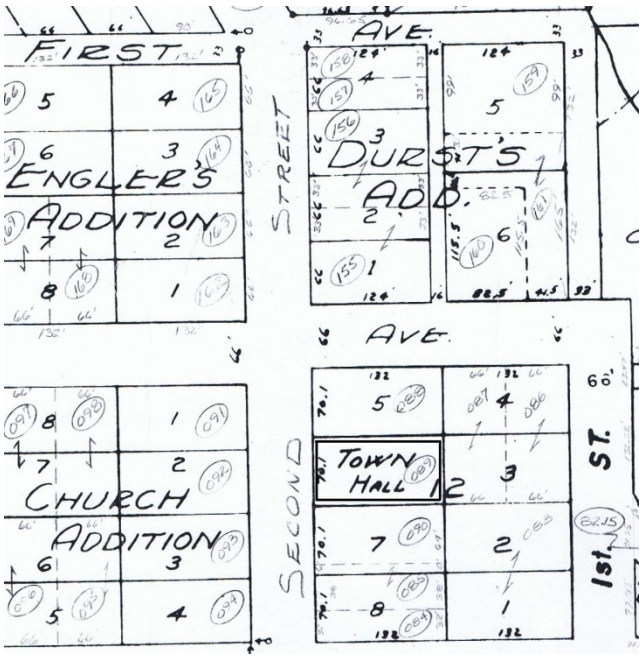
9. Completed a Certified Lot Survey and had 1" iron rebar set in all property corners.

EXISTING CONDITIONS

The Site

The site is Lot 89 abutted by Lots 86 and 87 in the Village of New Glarus. The town hall sits on Lot 89 which is a 70 foot by 132 foot parcel. It has street frontage on 2nd Street on the west side of the property. Single family residences and a duplex surround the lot on three sides. The town public works garage is located one lot east of the town hall site.

In general, the site slopes downward from the northwest corner of the lot to the southeast corner. Because of this slope both the first floor and the basement can be accessed at or near grade. The slope of the site does present a potential drainage issue because the site is sloping downward, toward the north wall of the building. During heavy rainfalls the building may experience water infiltration along the north wall in the basement. It also appears that the southeastern 1/3 to 1/2 of the town hall lot falls within the 100 year flood plain (see Appendix A and Appendix D for a description of the limits of the flood plain). The base flood elevation near the town hall and public works building appears to be elevation 866 on the FEMA Flood Insurance Rate Maps (FIRM) and the FEMA Floodway Map. Approximate building elevations are described on the site section drawing in Appendix B.



It should be noted that no topographic survey was available for this study. Elevations given are approximate and based on nearby benchmarks and will need to be verified before any future construction is proposed.

Site Remediation (Lot 87 – Public Works Garage)

Records obtained while performing research for this study indicates that remediation of this site occurred between 1990 and 1992. Documents include the UST Site Investigation, Town of New Glarus, WI, Section 4 and Section 5 by Strand Associates, Inc (June 1992) and the closure letter from the WI DNR dated August 14, 1992. Sections 4 & 5 from the UST site investigation and the closure letter are attached in Appendix E for reference. A closure letter is issued when remediation is completed to state standards.

A review with the WI DNR Bureau of Remediation and Redevelopment staff also indicated that there are no recorded spills on or adjacent to the Public Works site. Sections 4 & 5 of the site investigation indicate that the site is clean. A caveat was given by DNR staff that there is always a chance of residual material or an unrecorded spill on or near a closed site. So unless contaminants are found on site, the DNR considers this remediation complete and the site closed.

Zoning / Land Regulation

Land use restrictions for Lots 86, 87 and 89 are within the jurisdiction of the Village of New Glarus. Current zoning for the lots is commercial (C-1). Because a portion of the lot falls within the flood plain, the village's Flood Plain Zoning (Chap. 169) will apply. The village's Shoreland-Wetland Zoning will not apply because no delineated wetlands are located on the site. Jurisdiction regarding development in the flood plain lies with the Village, not with the DNR. So review and permitting will be through the village. The Zoning Administrator must be consulted when proposing a development in the flood plain. The Village Plan Commission has oversight over the actions of the Zoning Administrator in this situation.

<u>C-1, Commercial District (Chapter 305):</u>
The existing building meets the height and setback requirements of the district. Several possible functions also meet the use requirements of the C-1 district – town hall, library, retail and apartment. At present the "Swiss Architectural Theme Requirements" apply to any addition to the existing structure. These requirements may be waived by the Village of New Glarus Plan Commission if they deem it appropriate.

<u>Flood Plain Zoning (Chapter 169):</u>
The town hall site and the public works garage are both located in the flood plain, specifically in the flood fringe (See Appendix D). The flood fringe is defined as the area between the channel of the stream (the floodway) and the edge of the flooded area. Since these buildings and their sites lie within the flood fringe and not the floodway, any permitted uses within the C-1 district are allowable.

There are several conditions that must be met in order to allow construction in the flood fringe. Those conditions area as follows:

1. First of all, construction may not raise the regional flood elevation by greater than or equal to 0.01 feet.

2. The lowest floor level (excluding the basement) of any structure must be constructed 2 feet above the base flood elevation (elev. 866). So the lowest acceptable elevation for a floor level is elevation 868.

3. The land surrounding the perimeter of the building must be 1 foot above the base flood elevation for a distance of 15 feet away from the building.

4. And there needs to be dry land access to the structure. This last requirement may be waived by the Village if police, fire and emergency service agencies state that they will provide vehicular service to the facility even in the event of a flood.

In order to build in the flood fringe, the Town would be required to provide computations that show the effect of the development on the heights, velocities and flood plain storage capacity.

Historic Designation

As stated earlier the town hall has been listed on the National Register of Historic Places, as well as being listed on the State Register of Historic Places. See Appendix F for a copy of the Wisconsin Register. Since the building is listed on the registers, any proposed modifications to the structure must be reviewed with the Wisconsin Historical Society prior to being undertaken. The historical society will only review

and comment on specific proposed modifications. So as soon as a proposal is developed the town should approach the society to seek its approval of the proposal. Generally, there is a great deal of leeway in what can be done to add to or modify a listed property, but modifications that destroy or remove *character defining elements* of the building will not be accepted by the society. Windows, trim and architectural details can be examples of character defining elements.

The town hall is not listed as a historic building by the Village of New Glarus. A request for designation as a local historic building has never been pursued.

The Building

The existing town hall is a 26 foot wide by 44 foot long, wood framed structure that is 2 stories high. It sits on a stone foundation and the basement is exposed on the east side of the building. There is a platform on both the west and south sides of the building. A gabled roof covers the attic above the second floor. A decorative cupola sits on the west end of the roof. See Appendix A for drawings of existing conditions.

<u>Architecture</u>

Architecturally the building is in generally good condition for its age. What appear to be the original interior and exterior materials and finishes are intact. As stated earlier, a new asphalt shingle roof has been installed along with ridge venting in the attic. The cupola appears to have a substantial amount of damage / deterioration. Some of it due to weathering and some due to the fact that it was struck by lightning as recently as 2006. No soffit venting is present in the eaves and there is some water damage at the corners of the eaves.

The front and sides of the building have been painted. The rear façade has not been painted. Much of the wood siding on the rear is exposed to weather because the paint is peeling quite severely. Given the age of the structure and the fact that the exposed wood siding is very dry, painting the rear façade will require several coats. The windows are in good condition with few broken or damaged panes or sashes. Some work is needed to repair window frames, particularly on the second floor. The front door to the facility is not original and needs to be replaced. The back door, at the first floor, appears to be original and is still serviceable.

The basement doors, both the sliding and the man door, are probably not original parts of the building. There is no insulation in the attic, walls or at the foundation.

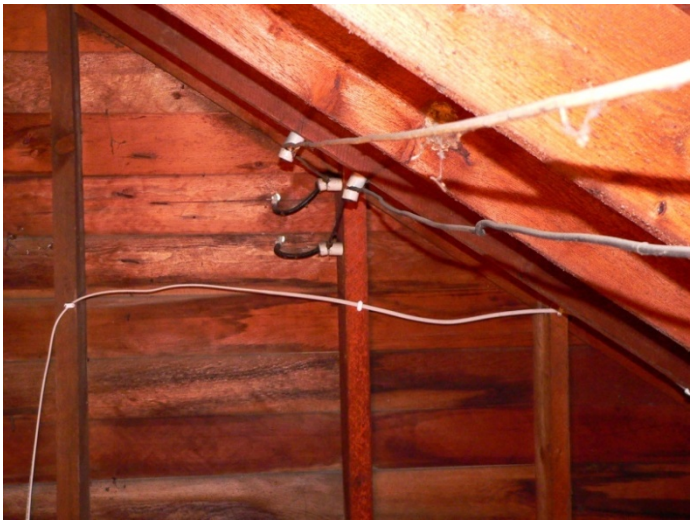
On the interior, nearly all of the original tongue and groove cladding is still in place. Tongue and groove 1x6 was used for the ceilings, walls and floors throughout both the first and second floors. Interior partitions are framed with 2x4's and either clad on one side or both sides with the tongue and groove boards. All of the interior doors are less than today's standard 6'-8" or 7'-0" tall doors. None of the doors are greater than 2'-8" wide, including the exterior doors. Most of the doors are still serviceable, with the addition of new hardware. There is very little interior trim in the building, except for the wainscoting at the first floor, which appears to be building siding installed vertically with cap trim running across the top. The interior stairs, from first floor up to second floor, are intact and in good condition, but in need of repairs.

The basement is enclosed by stone walls on three sides and a wood framed wall on the last side. There is also an interior stone wall forming the perimeter of the former jail cells. The first floor structure at the ceiling has been left exposed, except for the ceiling in the cells which is 1x6 tongue and groove cladding. The cell walls have been parged with mortar. Most of the parging on the interior stone walls in good condition. Parging on the perimeter foundation walls is still present in only a few isolated locations. All of the floors in the basement are dirt / crushed stone. Because of the stone foundation and the unfinished floors the basement is very damp. A dehumidifier has been placed in the basement and was running during field visits to the building.

Mechanical

As stated earlier, one furnace and associated ductwork has been installed in the building and is serving the first floor. This unit is intended to serve the basement as well, but the ductwork for the basement has not been installed. A second furnace is being stored on site on the second floor. That unit is intended to serve the second floor. The size of the units is suited to serving residential applications, but may not serve commercial applications very well. So once a use or uses are determined a review of the furnace capacity should be completed. There is no cooling

equipment in the building right now. If the furnaces are sufficient for the final uses of the building an air conditioning system can be added to them at any time.

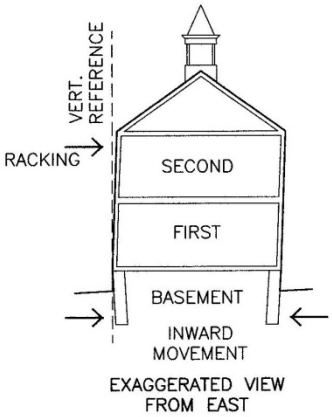


Electrical

Power comes in overhead from a power pole at the southeast corner of the town hall lot. The building is served by a 200 amp service divided between two 100 amp electrical panels, one on the first floor and the other on the second floor. The service should be adequate for office, retail and apartment functions. However, the addition of an accessible lift, an elevator or other high electrical load function would require the upgrade of the electrical service. Two panels were installed to permit separate metering for up to two tenants. There is currently only one meter for the building. Wiring in the building is a mixture of several generations of wire types. There is knob and tube wiring, wiring from the mid 20th century and Romex.

Plumbing

A new 1" water service and a 4" sewer lateral have been installed and are now serving the town hall. No water meter was found during site visits to the building. A unisex toilet room has been installed and plumbed on the first floor. In the basement, piping has been roughed-in for a future toilet room or kitchen. The horizontal piping for that future use has been installed on top of the dirt floor rather than having been excavated and placed below it.



Structure

Structurally, there are several issues that will need to be dealt with. The primary issues of concern are the capacity of the first and second floor framing and the inward movement of the bottom of the foundation walls. Racking of the structure above the foundation is also present, but not seen as an issue of concern. It is something that should be monitored over time. The report from the structural engineer is attached and should be reviewed. It outlines the issues and makes some general recommendations regarding their correction. Please see Appendix C.

BUILDING AND ACCESSIBILITY CODES

IBC and IEBC

Both the International Building Code (IBC) and the International Existing Building Code (IEBC) apply to the existing town hall. Chapter 11 of the IEBC allows certain existing conditions in historic building to remain even though they do not meet the standards of the IBC. The town hall has several conditions that do not comply with current building code requirements. A list of these conditions is outlined below:

Structure

Floor framing: First and second floor framing does not meet the floor load capacities for any commercial uses in the IBC. They do however meet the loading requirements for residential loads. If the town hall will be used for commercial purposes, including use as a town hall, then the floor framing systems should meet the requirements of the IBC. The local building official can approve use of the building with existing capacities, but use of the building will be substantially restricted if the floor systems are not upgraded. See Appendix C for further information regarding floor loading and other structural issues of concern.

Energy Efficiency

Insulation: The building has no insulation and therefore does not meet the requirements of the IBC. Insulation must be added to the walls, attic and foundation.

Means of Egress

Doorways: IBC requires doors provide a 32" clear opening in when in the egress (exit) path. No doors in the town hall meet this requirement. Chapter 11 of the IEBC allows the existing substandard doors to remain with permission of the local building official.

Stairway Enclosure: IEBC requires that stairways be enclosed to limit the spread of smoke, but does not require that the enclosure be fire rated. The stairway in the town hall must be enclosed with walls.

Stairway Rise & Run: The stairway risers, treads and landings do not meet the requirements of the IBC, but the IEBC will allow them to remain as they currently exist.

Stairway Railings: The existing stair railing does not meet the requirements of the IBC, but the IEBC allow it to remain as it exists.

Fire Escape: Existing fire escapes are accepted by the IEBC in existing buildings. The fire escape on the building meets the dimensional standards for fire escapes, so the fire escape can continue to be used as means of egress. Minor repairs are required to fix damaged treads and anchorage to the building must be upgraded to meet today's code standards.

Deck Railings: The height of the railings does not meet the 42" height requirement of the IBC. Where a platform is more than 24" above a surrounding surface, a 42" high guardrail is required. Spacing between railing members cannot allow a 4" sphere to pass through them. The railing does not meet that requirement. Since the railing is not historic, it will need to meet code.

Accessibility

Site Arrival: The current path from the sidewalk to the main entrance does not meet the requirements of the IBC. To meet the code, there needs to be a hard surface landing at the base of the ramp to the deck, the ramp must be extended to meet the 1:12 maximum slope requirement and railings must be installed on both sides of the ramp.

Accessible Main Entrance: The width of the main entrance door does not meet the 32" clear requirement for doorways referenced by the IBC.

Multilevel buildings: The building is required to have an accessible route only to public spaces on the floor with the accessible main entrance. With the accessibility modifications listed above the facility will meet this requirement.

Accessible Toilet Facilities: The recently installed accessible toilet room is very tight and does not technically meet the dimensional standards required by the IBC. A correction to the width of the room may be required.

Plumbing

Toilet Facilities: The IBC requires separate toilet facilities for men and women. When improvements to the town hall take place, separate men's and women's toilet rooms will be required.

Other Code Issues to Consider

Occupancy Separations (Fire Rated Walls & Floors): If multiple occupancy types are present in the building such as - assembly & office or mercantile & residential or office & residential - walls and/or floors need to be fire rated between different occupancies. This would typically mean the addition of layers of drywall at those locations covering original materials.

Americans with Disabilities Act - (ADA Guide for Small Towns)

A review of the ADA Guide for Small Towns indicates that the Old Town Hall could once again serve as the town hall. To do so would involve minor modifications to the existing building along with an addition to increase accessibility to meet today's standards. The town hall would need to be located on the first floor of the structure which can easily be made to meet accessibility standards.

OTHER BUILDING ISSUES TO CONSIDER

Basement Moisture

Due to the fact that the basement has no floor slab and vapor barrier and that it is surrounded by stone foundation walls with no moisture barrier, the basement is very damp. In its current state it is really only useable for storage of items that are not subject to moisture damage. As stated earlier, a dehumidifier has been placed in the basement and was running during field visits.

Lead Paint

Given the age of the building it is likely that there may be lead paint present either on the interior or the exterior. A December 7, 2006 e-mail correspondence in the town's files indicates that the building exterior has been scraped of lead paint, with the exception of the east façade. The correspondence also indicates that the lead paint was removed according to federal standards. Much of the first floor of the interior has been re-painted. There is no clear indication of whether any lead paint may have been removed from the interior of the building.

Basement Storage

All storage should be at least 2 feet above the floor due to the elevation of the flood plain.

RECOMMENDATIONS

Building Upgrades

The building really must be upgraded in several areas to make it more functional and appealing no matter its future intended uses. In order to bring the building up to present standards and meet today's code requirements, McGowan Architecture recommends the following work be completed:

Building Structure

Foundation: Buttress the existing stone foundation walls with concrete retaining walls, install a concrete slab with a vapor barrier at the basement floor and reinstall a masonry wall at the east end of the basement as called for in the structural engineer's report (see Appendix C). When the retaining walls are installed, a waterproof membrane, crushed stone backfill and drain tile can be added at the exterior side of the walls to carry away water. This in combination with the vapor barrier under the slab will substantially reduce or eliminate the moisture problem in the basement. The basement slab should be installed a the base flood elevation to avoid damage from flooding. This will reduce headroom in the basement by about 9-12 inches.

Floor Framing: As stated in the structural engineer's report, neither the first floor nor the second floor framing meets current floor loading capacities for commercial uses. Both floors must be upgraded. The beam supporting the second floor framing should be replaced, as well as the columns supporting it. Under the first floor, two additional beam lines should be added, one north of the current beam line and one to the south. Upgrading the floor systems in this manner will allow more uses of the building. See Appendix C for more detailed information.

Building Racking: Document the amount of existing racking and monitor changes on at least a biannual basis. The racking that has occurred to date is due to the 1x6 board sheathing used to clad the building. It allows slippage between boards because the boards shrink and the building settles until the boards are in tight contact once again. It's at that point that the structure reaches a stable state. It is felt that the building is in that state. If, for some reason, racking continues to occur repairs will be required. See Appendix C.

Building Envelope

Repair and replace damaged components to the building envelope – stone foundation, siding, trim, soffits, fascias – add eave venting, repair minor window and door damage to tighten envelope, insulate the attic, insulate the exterior walls and insulate the foundation (frame & insulate on the interior). Add a vapor barrier in all locations where insulation has been installed. A vapor barrier is critical when insulation is added. Without it further building deterioration will most likely occur.

There are really three options for the addition of insulation and a vapor barrier. One is to use an expanding spray foam insulation, sprayed into stud cavities from the interior, that creates its own vapor barrier. This may cause some damage to interior finishes or exterior cladding as it expands in stud cavities. If so, the damage will need to be repaired. Another option is to remove all of the interior 1x6 cladding, install batt insulation and vapor barrier and then reinstall existing or new cladding. This second option may allow further racking of the structure because it involves removal of all of the cladding, which is providing the diagonal bracing in the building. The third option is to fur out the exterior walls with 2x framing, insulate the new stud cavities and apply the vapor barrier over the new stud framing. Some

square footage would be lost, but this solution would avoid the possibility of further racking. Window and door frames would need to be extended.

Mechanical

Based on a conversation with a mechanical engineer, McGowan Architecture believes that the existing furnaces in the building will only marginally serve commercial uses that may occupy the building. They would be sufficient for residential applications – apartments, for example. Upgrading to at least 60,000 btu furnaces would serve the building better. Consulting a mechanical engineer prior to procuring additional equipment is advised. Please note as the building's use becomes more intense larger equipment will be required.

Electrical

Based on a similar conversation with an electrical engineer, McGowan Architecture believes the 200 amp service with two 100 amp panels serving the building will be adequate for uses likely to occupy the building. It is recommended that all of the wiring in the building be brought up to date as part of the remodeling and repair of the building. This will make the building more attractive to a greater variety of users. When upgrading the electrical system telephone and information technology (IT) systems should also be brought up to today's standards. Please note that as the building's use becomes more intense larger equipment will be required.

Plumbing

The water, sewer and gas services to the building are adequate for the uses likely to occupy the building. However the unisex, accessible toilet room installed in the hall is not sufficient to serve town hall or other commercial functions. Per the building code, a unisex toilet can only serve an occupant load of 25 people. Per code the only occupancy loads that will fall under this level are residential or storage occupancies. The building requires separate men's and women's toilet facilities. It is recommended that the unisex toilet room be removed and two toilet rooms be installed. This would best be done as part of an addition to the building. Please note that as the building's use becomes more intense plumbing services will need to be increased.

Interior Finishes

Interior finish changes will depend on the uses in the building. If the building is once again used as a town hall, the existing finishes on the first floor could remain to reflect the historic nature of the building. Town offices could be located in an addition or on the second floor, which could be brought up to more modern finish types. If the building is used for other purposes – leased to private sector – then upgrading the interior finishes may be the best approach to attract tenants.

Code Updates

In addition to the building upgrades listed above, the corrections required for code compliance listed earlier should also be completed.

Site Upgrades

Adding parking is a limited option for the property and it should be considered carefully. It could increase the amount of additional accessibility upgrades required for the facility. For instance if parking is added at the back of the building, a lift or elevator would be required to provide an accessible route from the parking at the basement level to the main accessible level – the first floor.

Recommended Uses

The size and configuration of the building, along with the existing C-1 zoning of the site lend the building toward several uses. A list of those possible uses is:

<u>Government</u>
Town Hall & Town Offices.
Library

<u>Retail</u>
Antique Shop/ Dealer
Auctioneer / Auction House (leased by event for a percentage of sales)
Bakery
Banquet Hall
Barber / Beauty Salon
Bridal Shop
Candy Store
Coffee Shop
Farmer's Market
Flea Market (leased by event for a percentage of sales)
Florist
Gift Shop
Locksmith
Pet Grooming
Picture Framing
Print Shop
Resale Shop
Saddlery & Harness
Screen Printing / Embroidery Shop
Shoe Repair
Studio – Art / Crafts / Photography / Pottery
Upholstery

<u>Office</u>
Accounting
Financial Planner / Consultant
Appraiser
Architecture
Attorney / Lawyer
Chamber of Commerce
Engineering
Insurance
Interior Design
Real Estate
Tax Preparation

Residential
Apartment (conditional use)
Studio / Apartment

Recreation
Arcade / Billiards
Dance School
Martial Arts Studio
Pet Training

BUILDING AND SITE CONFIGURATIONS

Based on the research findings of this report including existing conditions – both building and site, zoning designation, flood plain zoning, the historic designation, building code requirements - McGowan Architecture has provided 3 possible options for the future of the town hall. Diagrams for each option are included in Appendix B. The options vary in scope and cost as well as the amount of land required for each proposal. A brief description and an opinion of probable costs are listed below.

Option 1

Option 1 is the minimal cost option and involves using the Old Town Hall for purposes other than as a town hall. These options typically have the lowest potential occupant loads and therefore allow minimal intervention. This option works within the existing building envelope and provides for the possibility of many uses such as retail, office or apartment. It preserves the town hall in as close to original condition as possible.

Opinion of probable costs:

Structural and architectural improvements to the existing building	$100,000 - $120,000.
Build-out for second floor tenants (assumes office or apartment build-out)	$40,000 - $60,000.
Parking / site improvements	$2,000 - $4,000.
Opinion of Probable Costs	$142,000 - $184,000.

Option 2

Option 2 involves the work outlined in Option 1 and an addition to the building. The addition is required to meet code requirements for separate toilet rooms and to provide upgraded egress for an assembly occupancy (town hall or recreational uses). Option 2 is also impacted by flood plain zoning and the additional requirements it places on site improvements.

Option of probable costs:

Addition to building (1,800 sf @ $140 - $160 / sf)	$252,000 - $288,000.
Structural and architectural improvements to the existing building	$100,000 - $120,000.
Build-out for second floor tenants (assumes office or apartment build-out)	$40,000 - $60,000.
Parking / site improvements	$4,000 - $6,000.
Opinion of Probable Costs	$396,000 - $474,000.

Parking Alternate: Add parking on Lot 87 to Option 2. The cost below would be added to the Option 2 costs listed directly above.

Purchase property (price not confirmed w/ bldg owner)	$350,000 - $450,000.
Remove existing building	$10,000 - $15,000.
Parking / site improvements	$30,000 - $40,000.
Opinion of Probable costs	$390,000 - $505,000.

Option 3

Option 3 includes the work Outlined in Option 1 and includes a larger addition to the town hall for a public library. As with Option 2, flood plain zoning impacts the need for additional site improvements. This option also includes the purchase and development of an additional parcel of land – Lot 87.

Addition to building (20,000 sf @ $150 - $170 / sf)	$3,000,000 - $3,400,000.
Structural and architectural improvements to the existing building	$100,000 - $120,000.
Build-out for second floor tenants (assumes office)	$40,000 - $60,000.
Purchase property	$350,000 - $450,000.
Remove existing building	$10,000 - $15,000.
Parking / site improvements	$60,000 - $80,000.
Opinion of Probable costs	$3,560,000 - $4,125,000.

(Cost to relocate the Public Works Garage is not included).

CONCLUSIONS

Option 1 preserves the Old Town Hall in close to its original condition. It also allows the property to produce income that can help maintain the building so it does not become a drain on town resources. This option does require active management on the part of the town to keep the building leased and producing income. Without the income, maintaining the structure will fall directly on the shoulders of the town residents.

Option 2 puts the building back to use as the Town Hall while at the same time allows the building to produce some income from leasing of the second floor. It affords the town the opportunity to construct up to date office facilities and preserve the board room in an historic state. Doing so let's the town celebrate its past and still stay up to date with modern technologies that will help it effectively serve its citizens. Upgrades to MEP systems may be required by this option. The cost of this option is reasonable and positions the town well for the future.

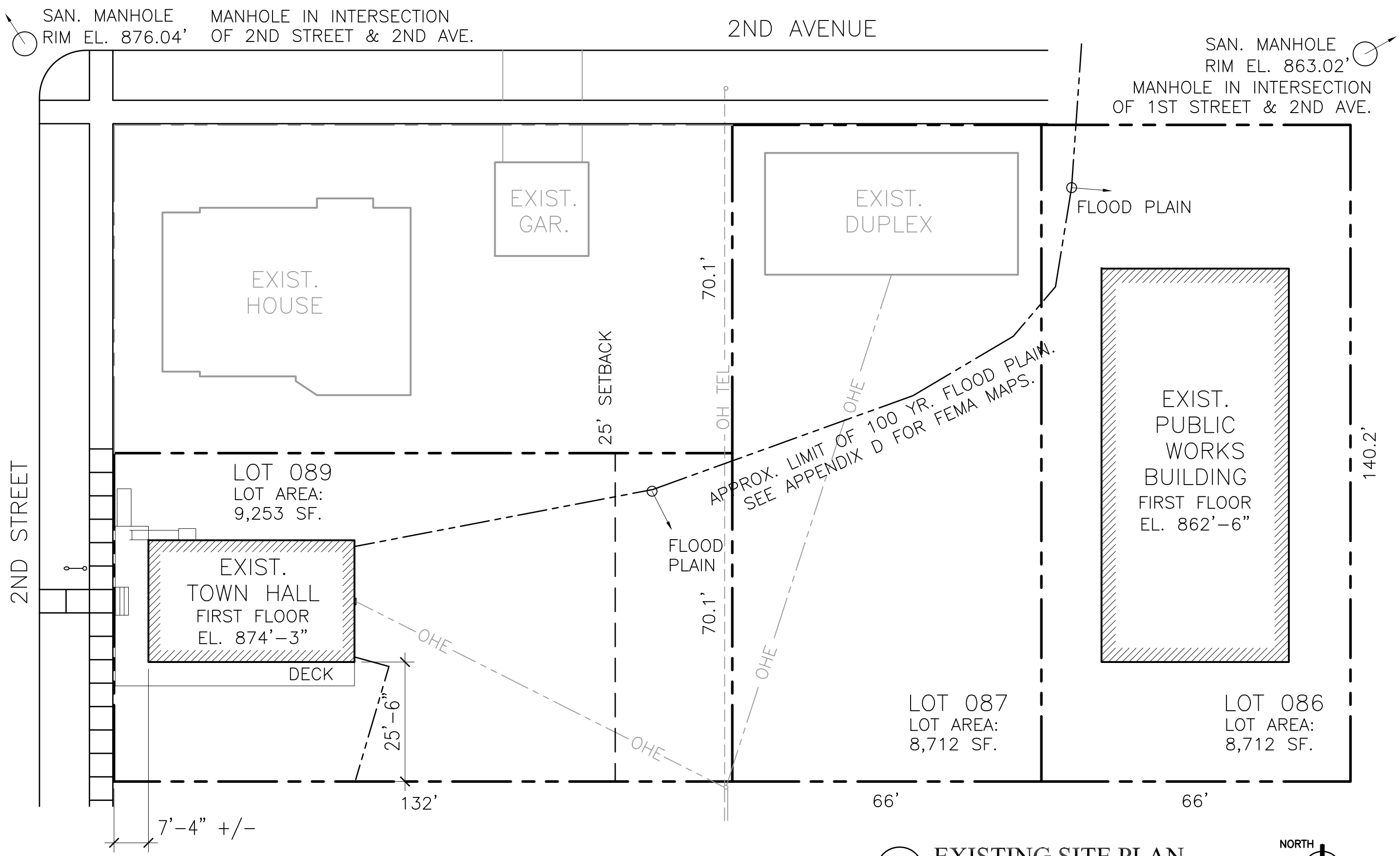
Option 3 serves a greater public function through the incorporation of a public library addition to the town hall. The New Glarus Public Library and its board should be consulted prior to pursuing this option further. That being said, the co-location of the two facilities keeps important public functions in their historic locations and in close proximity to the village square and to downtown. The library location will also help make the Backtown district more appealing for development in the future. Careful development of the surrounding area will be critical to the success of both the library to Backtown. If the town, the village and the library decide to pursue this option, more parking will need to be dedicated to the site in the Backtown area, perhaps just east of the proposed library site. The parking that is available on site for

the library is inadequate. And if the three entities are going to invest the funds required for the library addition, parking and access to the library must substantially better than what is currently available. This option will require upgrades to the existing MEP systems to meet the demands of a much larger facility.

On-site parking for all three options is inadequate, except for the alternate parking that could be added to Option 2. But this parking will come at a great price. On-site parking is generally required by the village for new facilities, but not for additions to existing structures. The village has the option to waive on-site parking, but especially in the case of the library this really does not seem like a realistic solution. For that reason, parking will need to be a joint or cooperative effort between the town and the village. This is especially true of the Option 3 where additional parking may be able to be procured through a close relationship between town, village and neighboring property owners.

McGowan Architecture has endeavored to diligently research the conditions which impact the uses of the town hall and state them in a clear and concise manner. We have also worked to provide creative and practical proposals for future uses of the building. A great deal of information has been included in this report so that the town board and the town's citizens can more clearly envision a future for their historic Old Town Hall. Thank you for the opportunity to serve the Town of New Glarus.

Appendix A – Existing Conditions Drawings.



1 EXISTING SITE PLAN

0 5' 10' 20'

NORTH

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x

Old Town Hall - Town of New Glarus
Feasibility Study
206 Second Street
New Glarus, WI
53574

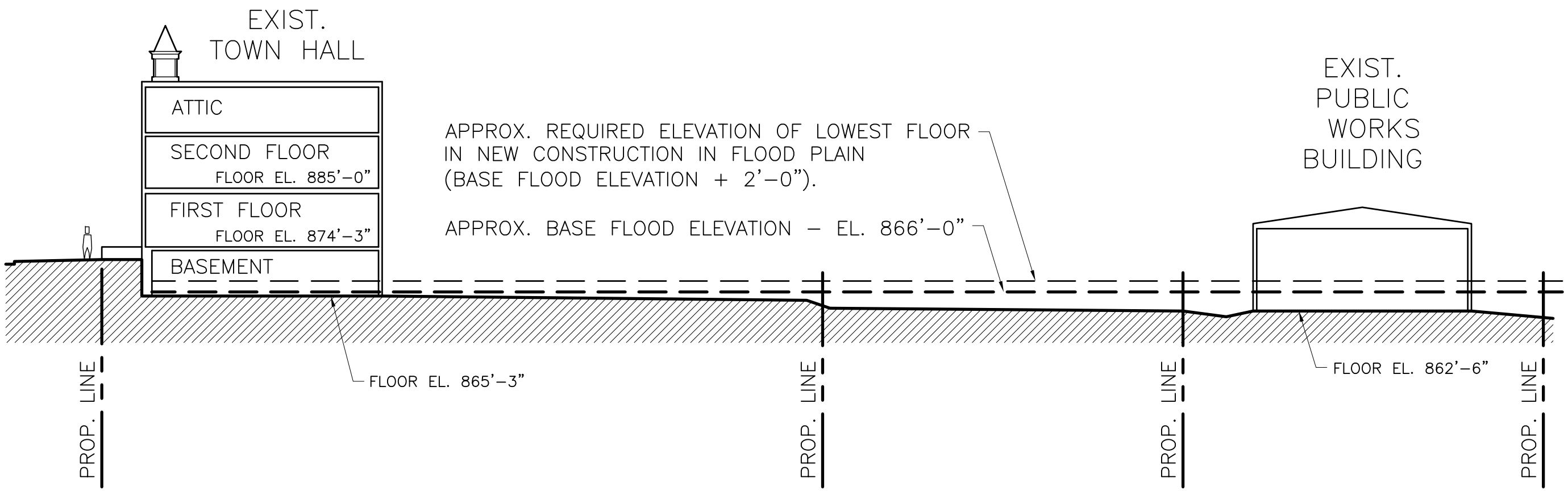
Rev. #	Date
1	x

DRAFT

11/25/2009

Site Plan

C100



1 EXISTING SITE SECTION

0 5' 10' 20'

NOTES:
ELEVATIONS HAVE NOT BEEN SURVEYED. THEY HAVE BEEN APPROXIMATED USING EXISTING BENCHMARKS, LEVELS AND LINE OF SIGHT.

BENCHMARKS OBTAINED FROM VILLAGE OF NEW GLARUS, DEPARTMENT OF WATER & LIGHT DRAWINGS FOR 2ND AVENUE UTILITY IMPROVEMENTS. DOCUMENTS PRODUCED BY TOWN & COUNTRY ENGINEERING.

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Rev. #	Date
1	x

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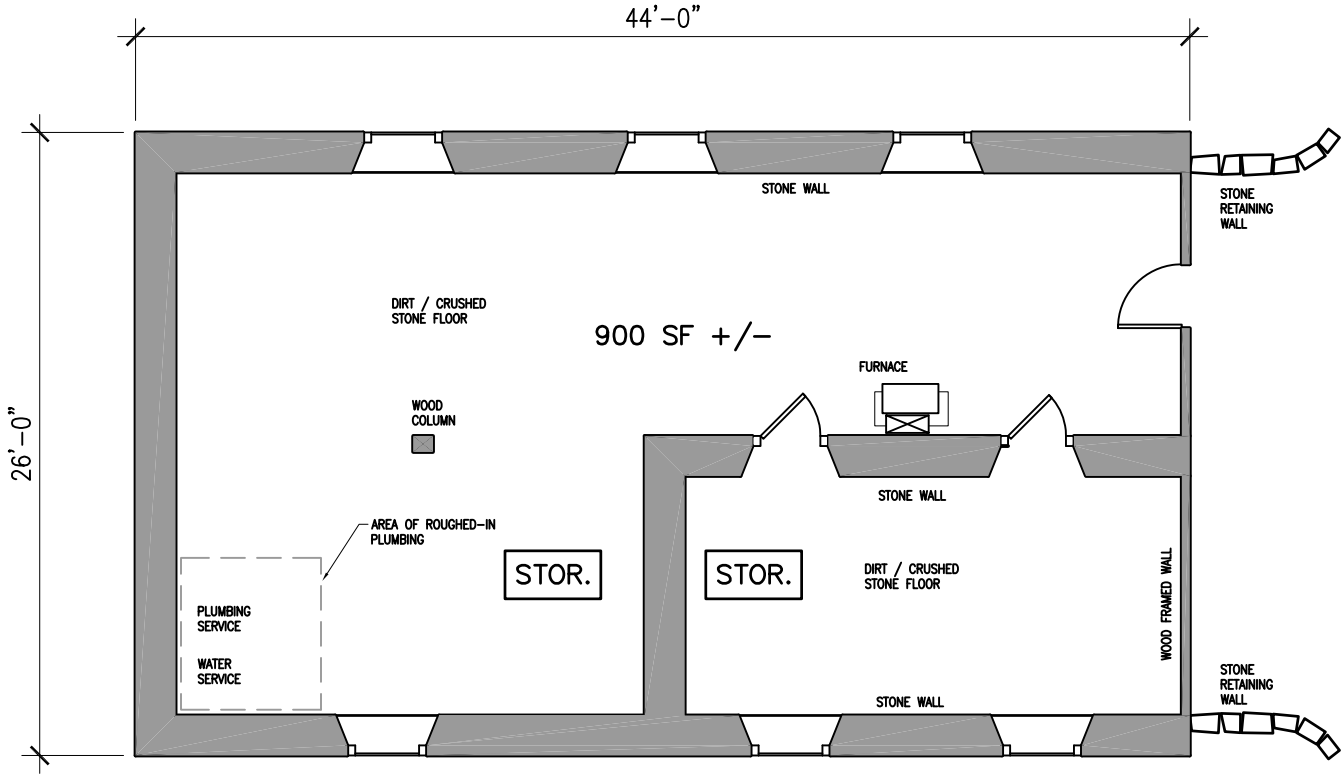
11/25/2009

Site Section

C101



1 EXIST. BASEMENT PLAN

0 2' 4' 8'

NORTH

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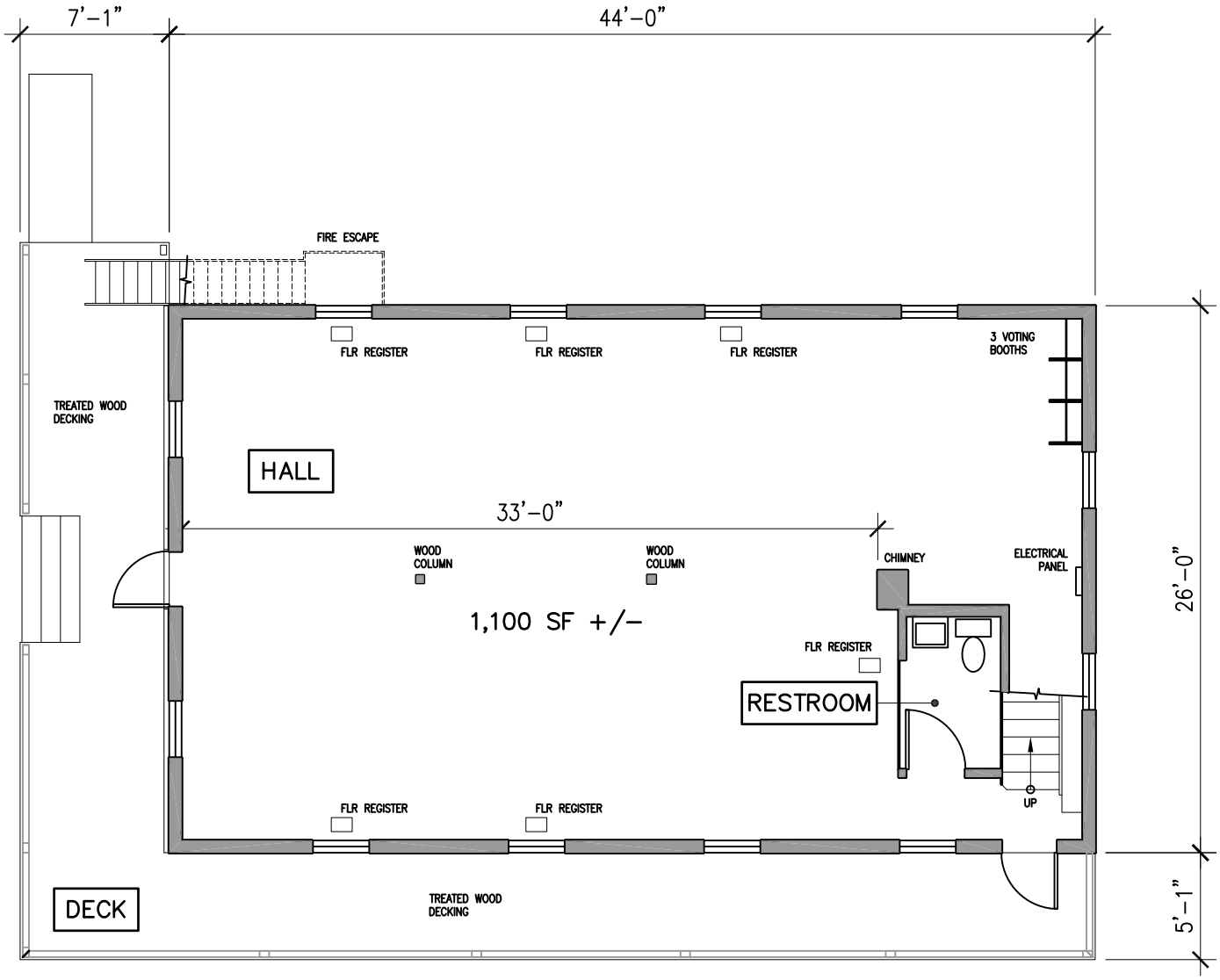
Floor Plan

A200



1 EXIST. FIRST FLOOR PLAN

0 2' 4' 8'

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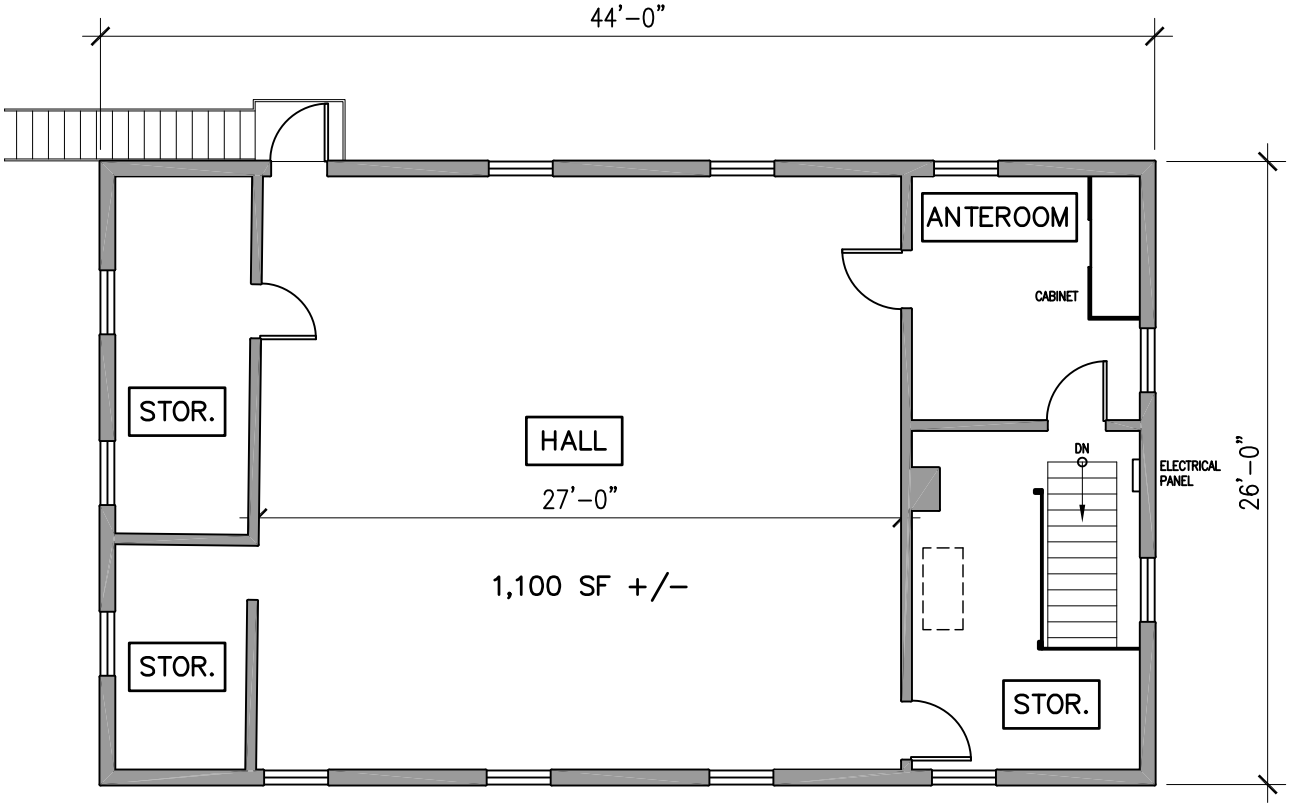
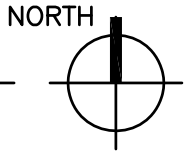
Floor Plan

A201



1 EXIST. SECOND FLOOR PLAN



0 2' 4' 8'

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Floor Plan

A202