



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Monday, August 21, 2017

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:05 PM by Chairperson Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderman	Present	
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Excused	
Brian Netzel	Vice Chairperson	Present	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	
Joanne Vomastic-Muka	Commissioner	Present	

Also present: City Planner Peter Schleinz.

2. Approval of the minutes of the June 19, 2017 Historic Preservation Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderman
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Netzel, Sands, Turriff, Vomastic-Muka
EXCUSED:	Gene Hackbarth

3. Discussion and action to approve the site and funding for the Marquette-Joliet Marker #189 relocation to the James Street Parkway, as was site approved by the Board of Park Commissioners on July 20, 2017.

City Planner Peter Schleinz reviewed the relocation of the Marquette-Joliet Marker. He reported that the approximate cost for the project, which includes a new signpost, new hardware, concrete, and installation, is \$500-\$600. These costs can be paid for with the consulting and signage budget of \$3200. He recommended that the HPC discuss how to pay for the project and verify the proposed location for the sign in the James Street Parkway. Mike Fleck asked if the City is willing to do the concrete work and Peter replied that they are willing to do the work, but not sure when it will be completed. Mike replied that since they have waited this long to put up the sign, they will wait until the Parks Department can do the work as opposed to a private company. Scott Crevier noted that the Public Works Department covers the maintenance costs for most other signs in the City and questioned why they don't cover the costs for this sign. Peter responded that this sign requires a special pole, not a standard pole used by the City for other signs. He added that this sign is owned by the state and therefore the City had to receive permission from the state to put up the sign. The Commission voted on both funding for the sign and approval of the site for the sign. Scott Crevier moved, seconded by Brian Netzel, to approve the funding by using the consulting and signage budget line. Upon vote, motion carried unanimously. Scott Crevier moved, seconded by Sue Sands, to approve the site recommended by the Park Board with the stipulation that the sign face away from the river, so that the viewer is facing the river while reading the sign from the Fox River Trail. Upon vote, motion carried unanimously. Peter Schleinz will review the procedure to see if the item needs to be approved by Council or if the HPC is the final approving

body for this agenda item. Scott Crevier added that he would like to see the sign installed before winter.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Brian Netzel, Vice Chairperson
AYES:	Crevier, Fleck, Netzel, Sands, Turriff, Vomastic-Muka
EXCUSED:	Gene Hackbarth

4. Discussion and action to accept the design of the City of De Pere Certificate of Appropriateness Application, based on concepts reviewed by the Historic Preservation Commission on June 19, 2017.

City Planner Peter Schleinz reviewed the proposed certificate of appropriateness application, which combined elements of two different versions of applications. Discussion followed and it was decided that the ten additional standards that may be used with the six criteria be referred to as a link on the instruction page. Peter noted that they were not listed individually on the application guidelines to limit the application to two pages rather than make it longer and more confusing. Scott Crevier added that he would like the title of the application to be "Application for Certificate of Appropriateness for Historic Sites or Historic Structures." Sue Sands moved, seconded by Scott Crevier, to accept the design of the Certificate of Appropriateness application. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Sands, Commissioner
SECONDER:	Scott Crevier, Alderperson
AYES:	Crevier, Fleck, Netzel, Sands, Turriff, Vomastic-Muka
EXCUSED:	Gene Hackbarth

5. Discussion and action to fund up to two Historic Preservation Commission attendees at the 2017 Local History & Historic Preservation Conference in La Crosse on October 20-21, 2017.

City Planner Peter Schleinz noted that the HPC budget allows for two members to attend the 2017 Local History and Historic Preservation Conference on October 20-21, 2017. Gene Hackbarth was not at the meeting to discuss his request to attend, but both Mike Fleck and Peter Schleinz confirmed that he had expressed an interest to attend the conference. Peter polled the members to see if anyone else would like to attend, since there are funds in the budget to send two people to the conference. Several members added that they would like to attend, but their schedules do not allow them to go. Joanne Vomastic-Muka stated that she would like to attend the conference in addition to Gene. Peter stated that he would be in touch with both Gene and Joanne with additional information on registration and hotel accommodations. Scott Crevier moved, seconded by Brian Netzel, to approve the funding for both Gene and Joanne to attend the conference. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Brian Netzel, Vice Chairperson
AYES:	Crevier, Fleck, Netzel, Sands, Turriff, Vomastic-Muka
EXCUSED:	Gene Hackbarth

6. Discussion regarding the status of the City of De Pere Intensive Survey Update Grant.
- City Planner Peter Schleinz provided an update on the City's Intensive Survey. He reported that the draft version was completed and hand delivered to the state for review last week. He added that a public presentation of the final draft will take place at the next HPC meeting on September 18, 2017 and encouraged all Commission members to attend. Since this was a discussion only item, no action needed to be taken at this time.

RESULT:	DISCUSSED
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7. Response from Governor Scott Walker regarding the Historic Preservation Commission support for Wisconsin's Historic Tax Credit.
- City Planner Peter Schleinz noted that Governor Walker sent a reply regarding the HPC's support letter that was mailed to him in June 2017. There were no questions or comments on this item. No action needed to be taken at this time since it is a discussion only item.

RESULT:	DISCUSSED
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8. Future Agenda Items.
- There were no future agenda items.

RESULT:	DISCUSSED
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Adjournment

Mike Fleck moved, seconded by Scott Crevier, to adjourn the meeting at 6:38 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker