



Historic Preservation Commission

Regular Meeting

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

Agenda

Monday, August 15, 2016	6:00 PM	De Pere City Hall Council Chambers
-------------------------	---------	------------------------------------

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Historic Preservation Commission** of the City of De Pere will be held on **August 15, 2016** at **6:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call
2. Approval of the minutes of the June 20, 2016 Historic Preservation Commission meeting.
3. Discussion regarding the status of the Wisconsin Historical Society Grant for an Intensive Survey Update.
4. Review and Recommendation on the Historic Preservation Commission Proposed Budget for Year 2017.
5. Discussion regarding the Wisconsin Historical Society's Historic Places Photo Contest.
6. Discussion regarding status of Broadway Historic Plaques.
7. Review and Recommendation of funding for the Historic Preservation Commission members to attend the 2016 Tenth Annual Local History and Historic Preservation Conference.
8. Review of Revisions to the Historic Preservation Commission Ordinance to allow the Historic Preservation Commission to designate historic buildings with the acceptance of property owners.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by Noon on the day of the meeting so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the June 20, 2016 Historic Preservation Commission meeting.

ATTACHMENTS:

- HPC_June2016_Minutes_Draft (PDF)



Historic Preservation Commission

Regular Meeting

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

Draft Minutes

Monday, June 20, 2016

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Present	
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Vice Chairperson	Excused	
Kate Sabel	Commissioner	Present	
Sue Sands	Commissioner	Excused	
Adam Turriff	Commissioner	Present	

Also present: Planning Director Kim Flom, City Planner Peter Schleinz, and members of the public.

2. Approval of the minutes of the May 16, 2016 Historic Preservation Commission meeting.

Gene Hackbarth motioned, seconded by Scott Crevier, to approve the minutes. Scott Crevier mentioned that the spelling of Crevier Commons to be corrected with an "e" at the end, which is the correct spelling. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Scott Crevier, Aldersperson
AYES:	Crevier, Fleck, Hackbarth, Sabel, Turriff
EXCUSED:	Brian Netzel, Sue Sands

3. Stowe/Expressions Historic Plaque at 375 Main Avenue. Discussion and possible action.

Planning Director Kim Flom explained that a historic preservation plaque was stolen from property at 375 Main Avenue. The current business owner, Expressions Photography Studio would like to replace the plaque. Planning Director Kim Flom reported that with the North Broadway residential plaque program that is currently in place, there may be a possibility of money left in the budget to pay for the cost of a replacement plaque for the one that was stolen. Scott Crevier brought up the issue that once the plaque has been installed who is responsible for the ownership of the plaque. After discussion, the Commission agreed that the plaque belongs to the property owner, therefore any damage or theft of the plaque should be the responsibility of the property owner to replace or fix it. Planning Director Kim Flom also agreed that the plaques belong to the property owners and that the City is not responsible for replacing the plaques. She suggested three different options for the replacement of the plaque: 1) Use money that is left over in the budget for this year's North Broadway residential plaque program, 2) Keep it on a list for future replacement, or 3) The Commission can decide that the plaques were covered on a one-time basis and then it's the property owners' responsibility after that. Adam Turriff brought up the fact that the Commission could assist the property owner in setting up the order for a replacement, however, the cost of the plaque should be paid by the property owner. He also mentioned that it would be a good idea to notify all the residential property owners who have plaques that any future

Attachment: HPC_June2016_Minutes_Draft (5041 : Minutes)

costs associated with the maintenance and/or replacement of the plaques should be the responsibility of the property owner. The approximate cost of a plaque is \$196. After discussion, Scott Crevier motioned, seconded by Adam Turriff that the replacement plaque for 375 Main Avenue should be paid for by the property owner, although the Historic Preservation Commission will help facilitate ordering the plaque. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Sabel, Turriff
EXCUSED:	Brian Netzel, Sue Sands

4. 432 N. Broadway Owner Request. Discussion item only.

Planning Director Kim Flom explained that a homeowner living in the Broadway Historic District, James Williams, had contacted her regarding property he recently purchased at 432 N. Broadway, which was converted into a multi-unit rental over 50 years ago. His reason for purchasing the house was that he lives next door to the property and it has been deteriorating over the years. He wanted to invite the Historic Preservation Commission to visit the house and give him their opinion and guidance. Planning Director Kim Flom pointed out that if four or more members want to tour the house, it would be considered a public meeting which would require 24 hrs notice. She recommended three or less members go through the house with Mr. Williams. After discussion, Gene Hackbarth and Mike Fleck decided they would tour the house after the meeting. Scott Crevier asked if there have been any building code violations on the house. Planning Director Kim Flom replied that to the best of her knowledge, she was not aware of any violations. She also mentioned that while this is a concern for historic preservation, as of right now, the zoning codes in place prohibit a homeowner from carving up a home into multiple units since most of these areas are zoned either R-1 or R-2 which only allow either one or two family dwellings. Gene Hackbarth motioned, seconded by Kate Sabel, to open the meeting to the public. Property owner James Williams addressed the Commission. He explained that he owns the home at 434 N. Broadway and purchased the property next door at 432 N. Broadway to stop it from being run as a multi-unit rental. He stated that it is in violation of its zoning, as it currently has three rental units and is only zoned for two. He also stated that there are multiple code violations, including electrical and plumbing, but possibly that the city is not aware of these violations. His main concern is that other buildings in the city not end up in the same condition as the one at 432 N. Broadway since he is very concerned with historic preservation within the city. He wanted to bring this issue to the attention of the HPC. Gene Hackbarth brought up the fact that historic tax credits are available to help with the costs associated with electrical, plumbing, and structural issues and he would be more than happy to explain this in more detail when he tours the home. Gene Hackbarth motioned, seconded by Adam Turriff, to go back to regular session. Motion carried unanimously. Gene Hackbarth commented that the De Pere Historic Preservation Commission can assist property owners located in a historic district to help them if they wish to have their property listed as a local landmark, either as a single listing or as an entire district. This would provide homeowners an opportunity to have their property go through a certificate of appropriateness process so that any time major types of renovations or restoration projects are planned, the homeowner would work with the

HPC in order to move that project forward, following certain design guidelines set up by the Commission.

5. CLG Subgrant Update. Discussion item only.

Planning Director Kim Flom introduced Peter Schleinz, new City Planner who will be the main point of contact for the Historic Preservation Commission going forward. She then updated the commission on the CLG Subgrant, stating that once the RFP is ready, it will be issued to the state approved contractors. The city has not received that list from the state yet, so right now it is a waiting game until the list is received.

Adjournment

Scott Crevier motioned, seconded by Adam Turriff, to adjourn the meeting at 6:25 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Discussion regarding the status of the Wisconsin Historical Society Grant for an Intensive Survey Update.

On June 20, 2016, the City received a signed Memorandum of Agreement for a \$19,000 grant related to performing an Intensive Survey update. The attached timeline provides a summary of steps that are to be taken in order to complete the update.

At the present time a Request For Qualifications (RFQ) is being drafted in order to identify qualified consultants that can complete the update. It is expected that a consultant will be selected in October or November.

The project has four significant components, including the following:

1. A Reconnaissance Survey with survey maps.
2. An Intensive Survey.
3. Site Specific Research.
4. The Preparation of an Intensive Survey Report.

It is desired that the consultant complete a draft of the report by April 2017. That will allow 4 months for the Wisconsin Historical Society to provide revision comments that the consultant may need to make before the final product must be submitted on September 30, 2017.

Requests to the Wisconsin Historical Society for reimbursements related to the grant must tie to work done on the grant prior to the September 30, 2017 date.

The HPC does not need to take formal action regarding this topic at this time.

ATTACHMENTS:

- De Pere MOA 2016 - Signed (PDF)
- Grant Timeline (XLSX)

MEMORANDUM OF AGREEMENT between THE WISCONSIN HISTORICAL SOCIETY by and through THE STATE HISTORIC PRESERVATION OFFICER and the City of De Pere for the completion of a historic preservation project identified as Project No. 55-16-141317-03.

THIS AGREEMENT between the State Historic Preservation Office, Wisconsin Historical Society, by and through the State Historic Preservation Officer, hereinafter called the SOCIETY, and the City of De Pere, hereinafter called the SUBGRANTEE, will undertake a historic preservation project to be assisted with a grant-in-aid of up to \$19,000 to support the National Register of Historic Places program in Wisconsin. The program was established by the National Historic Preservation Act of 1966, as amended, and is administered by the National Park Service, U.S. Department of the Interior. The Catalog of Federal Domestic Assistance number is 15.904.

The SOCIETY and the SUBGRANTEE agree as follows:

1. **Attachments**

The SUBGRANTEE shall carry out the project as specified in this document and attachment which is incorporated into and made part of this memorandum of agreement as:

Attachment A-the project "Work Program"

2. **Amendments** (Administration Manual, section 11)

With the exception of Progress Reports, any change to the approved work program (scope of work), products, product/activity due date(s), or budget must be submitted in writing to the SOCIETY at least 30 days prior to effecting and in accordance with the requirements in the "Administration Manual, Section 11."

Other than Progress Reports, deadlines are mandatory and extensions will only be given in unforeseen and extraordinary circumstances. Examples are death or resignation of key participant or major natural disaster; a computer "crash," however, is not an extraordinary circumstance. The SUBGRANTEE must notify the SOCIETY immediately when the extraordinary event occurs.

3. **Period of Performance**

All work carried out as part of this grant-assisted project shall be conducted between the date of the SUBGRANTEE's state purchase order and the **project completion date, August 15, 2017**. It is not possible to extend the period of performance for this project. However, should interim project due date(s) need extension, see item 2. "Amendments."

Drafts of any publications prepared as part of this project shall be submitted by the dates specified in the "Work Program," for review and approval by the SOCIETY.

The SUBGRANTEE agrees to submit all the materials described in the "Work Program" to the SOCIETY on or before the deadlines given for the submission of specified products: failure to meet a deadline may be cause to terminate this agreement. Any Work Program activities completed **after September 30, 2017** cannot be considered an allowable cost.

The SOCIETY agrees to review all materials within 30 days of their receipt, returning any incomplete or inadequate materials to the SUBGRANTEE for revision or completion. The SOCIETY must approve that all project materials conform to the applicable Secretary of Interior's "Standards" prior to final reimbursement.

The SUBGRANTEE **shall submit by September 30, 2017, the final reimbursement request, Project Completion Report, and any materials or reports that required revision after SOCIETY review.**

4. **Professional Supervision** (Administration Manual, section 4)

The SUBGRANTEE agrees to provide and maintain a principal investigator whose professional qualifications have received prior approval of the SOCIETY, to ensure that the work conforms to the work program, and to provide the necessary standard of professional conduct required for this project under the federal program regulations.

The SOCIETY staff will maintain contact with the principal investigator and will provide necessary and reasonable amounts of training, advice or technical assistance for the successful completion of project work.

5. **Contracts** (Administration Manual, sections 5 and 6)

The Subgrantee agrees to:

- a. not contract with any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, Debarment and Suspension;
- b. comply with Federal competitive procurement requirements (Administration Manual, section 5) for professional services, any sub-contracts and submit evidence of such prior to reimbursement; and
- c. submit any contracts drafted for the performance of work activities to the SOCIETY for comment and approval prior to execution.

6. **Allowable Costs** (Administration Manual, section 8)

All Project Costs are subject to the applicable principles described in Office of Management and Budget (OMB) Circulars. See our Administration Manual, Section 3-01 for the specific circulars that apply to various types of applicants/subgrantees. This section also gives the Website address for these circulars.

If the SUBGRANTEE receives **\$300,000** or more annually in **total federal funds**, it agrees to comply with the provisions of OMB Circular A-133, Single Audit Act of 1984, and to submit to the SOCIETY a copy of the audit report within 30 days of publication.

Further all project related spending must:

- a. meet federal requirements for the program;
- b. conform to the approved project budget and occur within the period of performance;
- c. be necessary and reasonable for the completion of project work; and
- d. be disassociated with "lobbying," in accordance with 18 U.S.C. 1913.

7. **Progress and Completion Reports** (Administration Manual, section 9)

The SUBGRANTEE shall submit a Progress Report by the **15th day of October 2016; January 2017; and April 2017** or until project completion is reported in the format provided by the SOCIETY. The Society may grant extensions to written or verbal requests, if justification is determined to be satisfactory.

The SUBGRANTEE shall notify the SOCIETY immediately if any situation should arise that will adversely affect the timely or successful completion of this project.

The project completion report titled "Final Project Report" shall conform to the SOCIETY requirements and be submitted by **September 30, 2017**.

8. **Reimbursement Requirements** (Administration Manual, section 10)

Reimbursement to the SUBGRANTEE shall be subject to receipt of funds from the National Park Service, provided reimbursement amounts are:

contained on an acceptable reimbursement request form;

supported by evidence of compliance with Federal competitive procurement requirements;

supported by copies of expense plus payment records; and

supported by evidence that all project work activities specified for the period have been completed.

9. The SOCIETY agrees to reimburse the SUBGRANTEE **100% of allowable** project costs within 60 days of the SOCIETY's receipt of an acceptable reimbursement request on the following schedule:
- a. Up to 75% of the federal award may be paid prior to project completion. The SUBGRANTEE may submit a Reimbursement Request by September 15, 2017 for all expenses incurred through August 31, 2017.
 - b. The remaining 25% of the federal award will be paid to the SUBGRANTEE after receipt of the final Reimbursement Request and Project Completion Report (see 8, above), or after all completion materials and auditable records are approved as meeting the applicable Secretary of the Interior's "Standards", which ever is later. The final reimbursement request shall be submitted by September 30, 2017 or earlier.

The SUBGRANTEE agrees to maintain all subcontractor or professional services procurement histories financial and records pertaining to the full life-cycle of the subgrant for a period of not less than five years after completion of the project. The State Legislative Audit Bureau, the SOCIETY, the National Park Service, the Department of the Interior, the Comptroller of the United States, and any of their duly authorized representatives shall have access to subgrant records for audit purposes.

10. **Acknowledgment of Federal Assistance** (Administration Manual, section 7)

Federal grant assistance shall be acknowledged in any public announcements, news releases, articles, publications, and pertinent presentations that the SUBGRANTEE participates in or initiates in the required format.

11. **General Provisions**

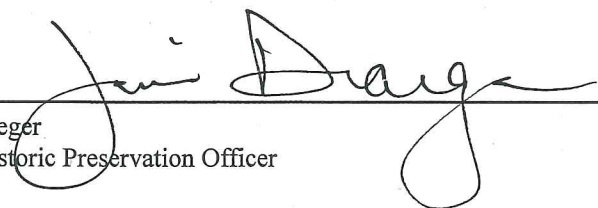
- a. **Copyrights.** Since federal funds are involved in this project, no copyright is available to any participants in the project. All material remains in the public domain and cannot be copyrighted.
- b. **Compliance with federal and state laws.** The SUBGRANTEE agrees to comply with all federal and state laws and regulations concerning equal opportunity, affirmative action, and fair employment practices. The SUBGRANTEE further agrees to comply with all applicable regulations, laws, policies, guidelines, and requirements of this federal grant program, including the applicable Secretary of the Interior's standards.
- c. **Title VI Compliance.** The SUBGRANTEE agrees to comply with Title VI of the Civil Rights Act of 1964 that states that no person on the grounds of race, color, marital status, religious creed or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal assistance.

- d. Civil Rights Assurance of Compliance. The SUBGRANTEE agrees to comply with the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975 and all requirements imposed by or pursuant to the Department of the Interior Regulations (43 CFR 17) issued pursuant to these titles, to the end that, no person in the United States shall, on the grounds of age or handicap be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant/Subgrantee receives financial assistance from the National Park Service and hereby gives assurance that it will immediately take any measures to effectuate this agreement.
- e. Program Income. During the period of this grant (March 1, 2016 through September 30, 2017), any income earned by a SUBGRANTEE from activities of which part or all of the cost is a direct cost shall reduce the subgrant award.
- f. Liability. The SUBGRANTEE shall indemnify and hold harmless the State Historic Preservation Officer, the Wisconsin Historical Society, and its officers, employees, and agents from, actions, or claims of any character brought for or on account of any injuries or damages received by any persons or property resulting from the operations of the SUBGRANTEE in executing work under this agreement.

This AGREEMENT may be terminated before the project completion date upon thirty (30) days written notice from either the State Historic Preservation Officer or the SUBGRANTEE. Should this agreement be terminated by the State Historic Preservation Officer, except for reasons of non-compliance by the SUBGRANTEE, the SOCIETY will reimburse the SUBGRANTEE for up to a **maximum of 100% of the eligible** costs incurred up to the termination date. Should this agreement be terminated by the SUBGRANTEE, the SOCIETY, at the discretion of the State Historic Preservation Officer, may reimburse the SUBGRANTEE for a maximum of 50% of the eligible costs incurred to the termination date or may require the SUBGRANTEE to return any or all federal funds transferred to the SUBGRANTEE by the termination date, depending upon the circumstances of the termination.

This AGREEMENT becomes effective upon signature by the parties below and upon receipt by the SUBGRANTEE of a purchase order for the contract sum from the Wisconsin Historical Society on behalf of the State Historic Preservation Officer.

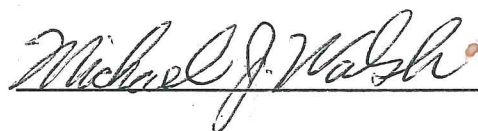
By



Jim Draeger
State Historic Preservation Officer

6/20/16
Date

By



Michael J. Walsh-City of De Pere

5/20/16
Date

Historic Preservation Committee Intensive Survey Grant

3.b

Action	2016											2017											
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Memorandum of Agreement (Signed)				20																			
Create Project Timeline																							
Complete Request For Qualifications (RFQ)																							
Get RFQ Approved with City																							
Distribute RFQ																							
Obtain at least Two Competitive Quotes																							
Report #1 to State																							
Confirm Consultant Acceptable with State																							
Hire Winning Applicant as Consultant																							
Consultant develops project timeline																							
Consultant develops Reconnaissance Survey and survey maps, intensive survey, site specific research, and survey report																							
Obtain Consultant Status/Expenses																							
Report #2 to State																							
Submit Consultant's DRAFT to State																							
Obtain Consultant Status/Expenses																							
Report #3 to State Due																							
Consultant REVISES Reconnaissance Survey and survey maps, intensive survey, site specific research, and survey report																							
Obtain Consultant Status/Expenses																							
Request Final Reimbursement																							
SUBMIT FINAL PROJECT REPORT																							
Receive Final Reimbursement																							
Make Final Consultant Payment																							
Grant Period (and chargeable hours)																							

Attachment: Grant Timeline (5032 : Intensive Study Subgrant Update)

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Review and Recommendation on the Historic Preservation Commission Proposed Budget for Year 2017.

Staff will provide a review and description of the Historic Preservation Commission Budget for 2017.

Staff recommends that the HPC accept the proposed budget and ask the City Economic Development and Planning Division to incorporate the proposed budget into the city budgeting process.

ATTACHMENTS:

- HPC BUDGET REPORT DRAFT 2017 (DOC)
- HPC Budget DRAFT 2017 (XLSX)

Historic Preservation Commission

Program Full Time Equivalents: 0

Program Mission:

The purpose of the Commission is to affect and accomplish the protection, enhancement, perpetuation, and use or improvement of sites, which represent or reflect elements of the City's cultural, social, economic, political or architectural history. The Commission serves to foster civic pride in the notable accomplishments of the past.

List of Program Service(s) Descriptions:

- 1) *Citizen Contact* - Receive input/questions from citizens on projects related to the areas of responsibility.
- 2) *Historic Districts / Places* – Responsible for the creation and maintenance of historic sites and districts.
- 3) *Historic District Plans* – Responsible for the development, update and implementation of historic district plans for each district.
- 4) *Historic District Education* – Responsible for the continuing education of the citizens about the historical heritage of the city and the historic properties designated.

Important Outputs:

- 1) *Preservation of historic structures, site and districts.* Funding provided through tax levy and state/federal grants. Preservation is important since the City of De Pere is known for its historic heritage, sites and districts.
- 2) *Creation of new historic sites and districts.* Funding provided through tax levy and state/federal grants. Studying and creating new districts is important since more building and areas qualify as the City ages.
- 3) *Education programs related to the program.* Funding provided primarily through grants. Education is important to help maintain and increase the overall quality of the City's historic background.

Expected Outcomes:

- 1) Maintain citizen contact levels in a manner that meets or exceeds the needs of the community.
- 2) Maintain or increase the overall quality of life of residents and visitors through the implementation of the City's historic preservation policies.

- 3) Maintain or increase the overall quality of life for the citizens in De Pere with a historic preservation program that enhances the historical heritage of the City.
- 4) Increase the awareness on the City's heritage and provide education to maintain the historic sites and districts in the City.

2017 Performance Measures:

- 1) Continue Historic District signage for the residential districts. Signage is important for the identification of the historic buildings and also educates the community about the historic districts.
- 2) Facilitate the Certified Local Government Sub-grant to update the City's 2001 Intensive Survey. The \$19,000 grant was awarded with a signed contract in the summer of 2016 and will be completed in 2017.
- 3) Continue implementation of the City Intensive Survey by working on State and National historic building / district designations. The Intensive Survey provides a work plan for the establishment of future historic buildings in the City.
- 4) Provide at least two education programs that continue the education on the historical heritage of the City. Educational programs are important for property owners and citizens in understanding both the history of the community and also the programs that are available to historic properties.

2016 Performance Measurement Data:

- 1) Preparing Historic District signage for the residential districts.
 - a. Result: Identify residents wanting signs, establish costs, and prepare sign production for 2016/2017 installation.
- 2) Continue implementation of the City Intensive Survey.
 - a. Result: Commission was awarded grant for completion in 2016/2017.
- 3) Provide at least two education programs that continue the education on the historical heritage of the City.
 - a. Result: Completed.

Significant Program Achievements:

- Assistance on Historic Tax Credit program.
- Successful education programs offered to the community. Historic Preservation month, SNC Day, State Tax credit programs for both residential and commercial properties.
- Updated Historic District maps for each district which identify contributing and non-contributing buildings.

Existing Program Standards Including Importance to Community:

- 1) Conduct a regular meeting of the Historic Preservation Commission on the third Monday of the month.
 - a. Community Importance.
 - i. Allows actions required or requested on behalf of the community to be acted upon in a timely manner.
 - ii. Establishes a routine schedule for community involvement.

Costs and Benefits of Program and Services:

The 2017 Historic Preservation program cost is \$10,110 plus \$19,000 in grant funding for a total of \$29,110. The program benefits the community by providing citizens with representation in the discussion and implementation of the City's historic preservation program. The program also benefits the community by providing education on the historical heritage of the city.

2017 Program Objectives:

- 1) Continue Historic District signage for the residential districts. Signage is important for the identification of the historic buildings and also educates the community about the historic districts.
- 2) Facilitate the Certified Local Government Sub-grant, obtained in 2016, to update the City's 2001 Intensive Survey.
- 3) Continue implementation of the City Intensive Survey by working on State and National historic building / district designations. The Intensive Survey provides a work plan for the establishment of future historic buildings in the City.
- 4) Provide at least two education programs that continue the education on the historical heritage of the City. Educational programs are important for property owners and citizens in understanding both the history of the community and also the programs that are available to historic properties.

2017 Budget Significant Expenditure Changes:

- 1) The city portion of the funding (\$10,110) is 3.02% less than expenditures from 2015.
- 2) Funding for seminars and conferences for annual Historic Preservation Conference and other historic seminars available in the area was reduced to \$360 in order to reflect the cost to send two representatives to two conferences.
- 3) Consulting may include a carryover for contribution towards historic plaques in residential historic districts.
- 4) Office Supplies was reduced to \$240 and mileage reimbursement was reduced to \$950 to reflect a 3% reduction in budget, while accommodating travel to two conferences and State Review in Madison, WI..

- 5) Historic Preservation Supplies reflects a \$19,000 expenditure which should be covered by the Intensive Study grant.
- 6) Memberships/Subscriptions include \$40 WI Associations of Historic Preservation, \$20 National Trust for Historic Preservation, \$100 National Alliance of Preservation Commissions, and \$150 Fox River Heritage Parkway. Amounts remain unchanged.

City of De Pere
2017 General Fund
Adopted Budget

EXPENDITURES

Account Title				2015 Year End Actual	2016 Adopted Budget	2016 6 mos Actual	2016 Year End Estimate	2017 Dept Head Proposed	2017 / 2016 Budget % Of Change
HISTORIC PRESERVATION COMMISSION									
Account Number		CONTRACTUAL SERVICES							
100	55150	212	Seminars and Conferences	\$0	\$500	150	\$150	\$360	-28.00%
100	55150	215	Consulting	0	3,200	7,000	10,200	22,200	593.75%
			Subtotal	0	3,700	7,150	10,350	22,560	509.73%
			SUPPLIES AND EXPENSE						
100	55150	310	Office Supplies	10	300	0	250	240	-20.00%
100	55150	320	Memberships/Subscriptions	0	325	140	310	310	-4.62%
100	55150	330	Mileage Reimbursement	0	1,050	0	1,050	950	-9.52%
100	55150	391	Historic Preservation Supplies	2,080	0	0			0.00%
			Subtotal	2,090	1,675	140	1,610	1,500	-10.45%
			GRANTS, CONTRIBUTIONS, INDEM						
100	55150	701	Historical Society	5,110	5,050	5,050	5,050	5,050	0.00%
			Subtotal	5,110	5,050	5,050	5,050	5,050	0.00%
			TOTAL	\$ 7,200	\$ 10,425	\$ 12,340	\$ 17,010	\$ 29,110	179.23%
			TOTAL (reflective of grant funds)			\$ 4,340	\$ 9,010	\$ 10,110	-3.02%

* Note: The State Department of Wisconsin Historical Society reimbursed the City \$8,000 in March 2016, for account 100 55150 391, which included \$1,000 in administrative costs that are not shown in the spreadsheet.

** Note: Wisconsin Historical Society awarded a \$19,000 grant to the city, which is reimburseable in part or in full during 2016 and 2017. For simplicity, the \$19,000, which may include administrative fees, is shown in 2017.

City of De Pere, Wisconsin**Request For Historic Preservation Commission Action**

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Discussion regarding the Wisconsin Historical Society's Historic Places Photo Contest.

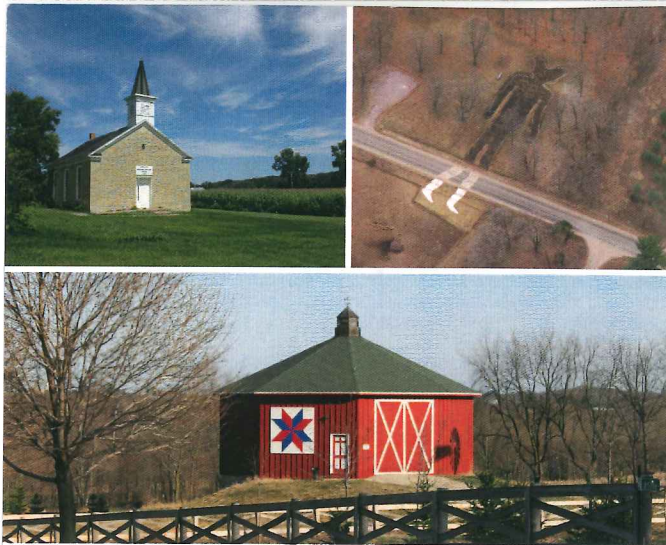
The Wisconsin Historical Society is facilitating a photo contest in an effort to honor places that are important to the public. Fifty photographs from around the State of Wisconsin will be selected.

The deadline for submitting photos is October 7, 2016. Information regarding the contest is available online at www.wisconsinhistory.org/photocontest.

The HPC does not need to take formal action regarding this topic at this time.

ATTACHMENTS:

- Historic Places Photo Contest (PDF)



HISTORIC PLACES

PHOTO CONTEST

HONOR THE HISTORIC PLACES
THAT MATTER TO YOU.

50 PHOTOGRAPHS
FEATURED

ONLINE AND AT STATEWIDE LOCAL
HISTORY CONFERENCE, PRIZES AWARDED



WISCONSIN
HISTORICAL
SOCIETY

wisconsinhistory.org/photocontest

Deadline for submission OCTOBER 7, 2016.
Visit us online for details.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Discussion regarding status of Broadway Historic Plaques.

The residential Broadway historic plaque project began earlier in the year, but was placed on hold due to a change in planning staff. The project is now ready for implementation.

Staff believes it would be best to re-send letters to the 15 property owners that have expressed an interest in receiving plaques in order to verify they are still interested in participating and to summarize the process for project completion. Staff will also be contacting the sign making company for updated pricing quotes in order for the signs to be made and installed. Due to the time of year, and the amount of time it will take to collect funds from all of the property owners, it is very likely that the signage project will include identifying interested parties and collecting funds in the fall of 2016, with the installation of the signage occurring in the spring of 2017, unless winter installation is possible due to a mild season.

The HPC does not need to take formal action regarding this topic at this time.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Review and Recommendation of funding for the Historic Preservation Commission members to attend the 2016 Tenth Annual Local History and Historic Preservation Conference.

The 2016 Tenth Annual Local History and Historic Preservation Conference takes place on October 21-22, 2016. If registration occurs by August 26, 2016, the cost per attendee for two days is \$100 and the cost for one day (Friday) is \$58. Special hotel rates are \$82 per night, plus taxes. The 2016 HPC budget has \$350 remaining for conferences. There is a limited amount remaining for mileage reimbursements.

To help remind the HPC who attended in the past so annual conference attendance may rotate, if desired, the event was attended in 2015 by Mr. Hackbarth and Mr. Turriff.

Staff recommends that the HPC allow up to two members to attend the 2016 conference.

ATTACHMENTS:

- 2016 Local History and Preservation Conference (PDF)



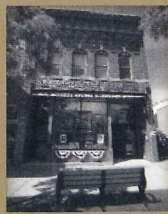
WISCONSIN
HISTORICAL
SOCIETY

Tenth Annual Local History and Historic Preservation Conference

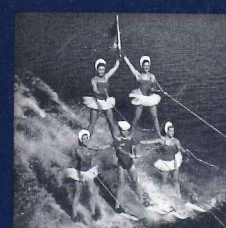
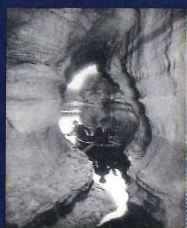


WISCONSIN
COUNCIL FOR
Local History

Wisconsin Dells, Wisconsin
Glacier Canyon Conference Center
OCTOBER 21-22, 2016



For conference information visit
wisconsinhistory.org/conference



Thank you to the Wisconsin Council for Local History and the Wisconsin Association of Historic Preservation Commissions for their financial support of the 2016 Annual Local History and Historic Preservation Conference.



WISCONSIN
COUNCIL FOR
Local History



It's our pleasure to invite you to the Tenth Annual Local History and Historic Preservation Conference. A decade ago, just under 100 people gathered in Eau Claire to attend the first joint conference, a new format designed to bring together a diverse audience with a common mission: preserving and sharing community history.

Today, the Annual Conference is the largest gathering of its kind in the state, drawing well over 300 attendees. The conference offers learning and networking opportunities for professionals and volunteers from local history and preservation groups from across Wisconsin and beyond. We've also added new offerings for students.

In 2016, you can choose from a schedule of 30 sessions and 12 in-depth workshops, plus enjoy ample opportunities for networking and socializing. The Wisconsin Council for Local History will sponsor the Fifth Annual Town Square, a unique networking event for local groups to share information about their organization's activities. New this year are a listening session for the proposed Wisconsin History Center on Friday morning and a Leadership Breakfast on Saturday morning. The conference schedule is designed to offer a wide variety of topics relevant to museum professionals, volunteers, students, historic preservation advocacy groups, commission members and staff.

This year's conference will be held in Wisconsin Dells at the Glacier Canyon Conference Center, located at the Wilderness Resort. This location offers many nearby attractions and amenities, plus an opportunity for several Saturday afternoon tours in Wisconsin Dells and nearby Baraboo.

We look forward to seeing you in Wisconsin Dells.

Jim Draeger, State Historic Preservation Officer, Wisconsin Historical Society

Michael Edmonds, Director of Programs and Outreach, Wisconsin Historical Society

Many of the photographs in this brochure are courtesy of the Visual Materials archives of the Wisconsin Historical Society and H.H. Bennett Studio, a Wisconsin Historic Site. For more information about the Wisconsin Historical Society's Visual Materials collection go to wisconsinhistory.org/whi

2016 FEATURED SPEAKERS

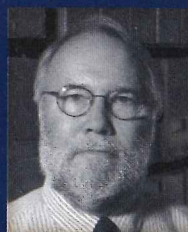
**JIM
DRAEGER**



Jim Draeger is an architectural historian and the State Historic Preservation Officer at the Wisconsin Historical Society with more than twenty-five years of historic preservation experience. From roadside architecture to Northwoods resorts, Draeger celebrates the importance of ordinary buildings to our daily lives through his research, writing, and lectures.

SEE MORE
ON PAGE 8

**MICHAEL
EDMONDS**



Michael Edmonds joined the staff of the Wisconsin Historical Society in 1982 and helped lead its effort to mount rare books and manuscripts on the Web, stumbling on the mystery of Paul Bunyan's origin while looking for lumberjack memoirs to share online. He holds degrees from Harvard University and Simmons College. He received a 2007 American Local and State Historical Society Award for his pioneering work on the "Turning Points in Wisconsin History" portion of the Wisconsin Historical Society website.

SEE MORE
ON PAGE 12

NEW EVENTS IN 2016

LISTENING SESSION

"What Makes Wisconsin, Wisconsin?" Join Wisconsin Historical Society staff members for a lively discussion of what makes our state distinctive. Tell us about the unique characteristics and contributions of your region. A hot breakfast will be served, beginning at 7:30 AM. You must RSVP on the registration form. The listening session starts on Friday at 8:00 AM. Conference sessions and workshops will commence at 9:15 AM, after brief opening remarks. See more on page 6.

LEADERSHIP BREAKFAST

Join senior leadership of the Wisconsin Historical Society and Foundation for updates on recent projects and priorities at the Society, including insights from recent surveys with local history affiliates. Suggested primarily for board presidents and directors. Please pre-register for this Saturday morning event on your registration form. A hot breakfast buffet will be served. See more on page 10.

TOWN SQUARE:

The Fifth Annual Town Square, hosted by the Wisconsin Council for Local History, will feature some new aspects this year. In addition to table top exhibits and information from local group, this year's Town Square will feature public history student research posters from three University of Wisconsin campuses and opportunities for consultations with an archivist, an objects conservator, and a paper conservator. See more on page 6.

CONFERENCE SESSION SCHEDULE

TIME	TUNDRA A-B	TUNDRA C-D	TUNDRA E-F	SANDSTONE 3	SANDSTONE 9
THURSDAY, OCTOBER 20					
4:00-6:00 PM	EARLY REGISTRATION - CONFERENCE CENTER LOBBY				
4:00-6:00 PM	WISCONSIN COUNCIL FOR LOCAL HISTORY ADMINISTRATIVE COMMITTEE MEETING				
FRIDAY, OCTOBER 21					
7:30-9:00 AM	OPENING REMARKS AND BREAKFAST LISTENING SESSION: WHAT MAKES WISCONSIN, WISCONSIN?				
9:15-10:25 AM	The “Prettiest Playhouse in America”	The Keys to Event Success	Putting the Public in Public History	Using Archives for Local History Research	John Muir’s Neighborhood
10:50 AM-12:00 PM	Mary Nohl Art Environment Rehabilitation	Vacant Storefronts and Blighted Properties	Wisconsin American Indian Nations and Tribal Communities	Preserving Architectural Drawings	From Impossible to Improbable to Inevitable
12:15-1:30 PM	LUNCHEON PRESENTATION - JIM DRAEGER, WISCONSIN HISTORICAL SOCIETY: 50TH ANNIVERSARY OF THE NHPA				
1:45-2:55 PM	Wisconsin’s National Marine Sanctuary	The Preservation of Historic Plaster	Helping Students Discover the Fun in Historical Research	Collaborating on Collections Care	Badger Huts and Other Early Housing of the Lead Mine District
3:20-4:30 PM	Jobs in Historic Preservation	Disaster Planning for Historic Buildings	Involving High School Students in your Historical Society	Developing Genealogy Programming	Putting the Lake in Lake Delton
5:30-7:30 PM	SARENTO’S ITALIAN RESTAURANT DINNER WITH FRIENDS LIMIT 50. DINNER IS ON A SELF PAY BASIS.				
SATURDAY, OCTOBER 22					
8:00-9:00 AM	COFFEE & CONVERSATION - INFORMATIONAL ROUND TABLE DISCUSSIONS IN THE GRAND BALLROOM				
9:15-10:25 AM	Burial Sites Preservation Law	Historic Preservation at Apostle Islands Lakeshore	[art]ifact: Where History Meets Art	Oral History 101	Engaging Diverse Audiences
10:50 AM-12:00 PM	Wisconsin’s Famous Man Mound	Preservation Advocacy	New Ideas for Presenting Community History	Wisconsin 101: Our History In Objects	Energy Efficiency and Insulation of Historic Buildings
12:15-1:30 PM	LUNCHEON PRESENTATION - MICHAEL EDMONDS, WISCONSIN HISTORICAL SOCIETY: ODD WISCONSIN				
OPTIONAL TOURS					
2:30-3:30 PM	KINGSLEY BEND MOUND GROUP – BARABOO				
2:30-3:30 PM	H.H. BENNETT STUDIO – WISCONSIN DELLS				
2:30-3:30 PM	ROBERT L. PARKINSON LIBRARY AND RESEARCH CENTER AT CIRCUS WORLD – BARABOO				
2:30-3:30 PM	RESTORED AL. RINGLING THEATRE – BARABOO				
2:30-3:30 PM	LAKE STATES RAILWAY HISTORY ARCHIVE – LIBRARY – RESEARCH CENTER – BARABOO				

CONFERENCE WORKSHOP SCHEDULE

SANDSTONE 4

SANDSTONE 5

SANDSTONE 6

SANDSTONE 8

THURSDAY, OCTOBER 20

FRIDAY, OCTOBER 21

Archives 101:
Processing Archival
Collections
LIMIT 30

Local Cemetery Tours
LIMIT 30

Digital Projects Clinic
LIMIT 25

Using Local Places
to Engage Local Schools
LIMIT 20

The Buck Starts Here
Fund Raising Plan
LIMIT 40

Preservation Environment
and Monitoring for Collections
LIMIT 30

Basic Training for
Historic Preservation
Commissions
LIMIT 30

Costume Curation
LIMIT 25

SATURDAY, OCTOBER 22

Investigative Learning
at the Museum
LIMIT 40

Creating Effective
Interpretive Signage
LIMIT 30

Engaged and Effective
Board of Directors
LIMIT 30

Papers, Pictures
and Patrons
LIMIT 30

CONFERENCE AGENDA

THURSDAY, OCTOBER 20

4:00–6:00 PM

**WISCONSIN COUNCIL FOR LOCAL HISTORY—
ADMINISTRATIVE COMMITTEE MEETING**

4:00–6:00 PM

EARLY REGISTRATION

CONFERENCE CENTER LOBBY

Pick up your nametag and conference packet including session and workshop room assignments.

TOWN SQUARE

TOWN SQUARE

The Wisconsin Council for Local History is pleased to sponsor the Fifth Annual Town Square. This popular networking opportunity features table-top exhibits and information from historical and preservation groups from around Wisconsin.

The space will be open during registration and conference breaks. Attendees can gather for refreshments and networking discussions with representatives from various organizations, which provides the opportunity to share projects, programs, and success stories with colleagues.

Alli Karrels, Town Square co-coordinator explains, "The mission of the Wisconsin Council for Local History is to promote communication and cooperation among local history groups. The Town Square offers the opportunity to connect and meet new people and learn about exciting programs and projects from all over the state." Special features for 2016 include:

- Poster sessions from three University of Wisconsin student programs.
- An archivist to advise your organization on how to arrange and describe your archival collections.
- An objects conservator to advise you on the conservation of your three-dimensional museum objects.
- A paper conservator to advise you on the conservation of your book and archival collections.

For more information and to reserve a table for your organization, contact co-coordinator Chris Dunbar, Brown County Historical Society, at bchs@netnet.net.

FRIDAY, OCTOBER 21

FRIDAY MORNING

REGISTRATION: STARTS 7:30 AM
CONFERENCE CENTER LOBBY

Pick up your nametag and conference packet including session and workshop room assignments.

BREAKFAST, OPENING REMARKS AND "WHAT MAKES WISCONSIN, WISCONSIN?" LISTENING SESSION: 7:30 – 9:00 AM

We want to know what you think! Join Wisconsin Historical Society staff members for this lively roundtable discussion of what makes our state distinctive. Attendees will divide into small groups by region to share ideas on what makes our state distinctively Wisconsin, discuss how your region has contributed to making Wisconsin the place that it is, and identify local stories that help illustrate these key elements. And as a special bonus, a hot breakfast will be available for participants! Session facilitated by Alicia Goehring, Director of Special Projects, Wisconsin Historical Society and table discussions facilitated by Wisconsin Historical Society staff members. **This breakfast is included with your registration. Please RSVP on the registration form for this special event.**

Friday Morning: 9:15–10:25 AM

THE PRETTIEST PLAYHOUSE IN AMERICA: A PRESERVATION SUCCESS STORY

A panel of experts will present how the magnificent Al. Ringling Theatre was restored and reborn. You'll learn directly from the people involved in this amazing project how the rehabilitation was planned and executed, how money was raised, and how federal and state rehabilitation tax credits were used by a non-profit to help offset the costs of the project. Participants may also wish to sign up for Saturday's special behind the scenes tour of the restoration (See page 13) *Presented by Jodi B. Sweeney, president, The Sweeney Group, Stephanie Miller-Lamb, executive director, Al. Ringling Theatre, Peter R. Rött, AIA, NCARB, ISTHMUS Architecture, Jon Beck, Alexander Company*

THE KEYS TO EVENT SUCCESS

A Wisconsin Historical Society event planner will present ideas for new types of events that will appeal to your audience's interests. The discussion will include how to find speakers including the Society's Speakers Bureau which can be a resource for your organization. Learn the key components of a successful and entertaining event, how to promote it through local and social media, and the important step of following up with your participants after the event. *Presented by Halley Pucker, marketing, Wisconsin Historical Society Press*



CONFERENCE AGENDA

PUTTING THE PUBLIC IN PUBLIC HISTORY: HOW COLLABORATIONS AND PARTNERSHIPS ALLOW YOU TO REACH NEW AUDIENCES

You have a story to tell but finding an audience is often difficult. Collaborating and partnering with other community organizations can be an effective way to reach new audiences, build community support, and foster a deeper appreciation for local history. Since 2013, the staff at Black Point Estate and Gardens has developed healthy relationships with numerous organizations in Southeast Wisconsin. These relationships allow the Estate to reach a much wider audience and have a greater community impact. Staff members will share their strategies, successes and failures during this talk. *Presented by Dave Desimone, director, and Michael Rehberg, lead interpreter, Black Point Estate and Gardens*

USING ARCHIVES FOR LOCAL HISTORY RESEARCH

Have you ever wondered how to determine when your house was built, when an old photograph was taken, where your ancestor's store was located, or why a historic event occurred? This presentation will break down seemingly unsolvable local history mysteries to their basic elements and solve them by using archival sources. The presenter will highlight the primary sources he used from Wisconsin Historical Society's Area Research Centers (ARC) to solve these mysteries, explain what the ARC system is, and how it works so that you can use the ARCs effectively for your research. *Presented by James Hibbard, archivist, University of Wisconsin-Platteville*

JOHN MUIR'S NEIGHBORHOOD: NATURE AND HISTORY ROUTE PROJECT

Learn more about the John Muir Nature and History Route, a mobile app with downloadable activity sheets that helps people explore the places that directly touched John Muir's life and places significant in his Marquette County boyhood. People can explore what life was like for other settlers in 1849 – 1863, see the landscapes as they would have looked in Muir's time, and sense the life his family lived. When eleven year old John Muir moved to Marquette County in 1849, he arrived immersed in Scottish heritage, the religion of his father, the teachings of his grandparents in Scotland, and the exuberance and wildness of a young boy ready for adventure. But he was also changed by his new home, the people, the landscape, and life on a farm. What was life like in his new home? Who were the people in his neighborhood who influenced him? How was time spent, what was talked about, what gave them joy and purpose? The project is one example of a community's efforts to mark a significant anniversary, in this case the National Parks centennial. *Presented by Kathleen McGwin, volunteer, Marquette County Historical Society*

FRIDAY MORNING: 10:50–12:00 PM

THERE'S SOMETHING ABOUT MARY: EVOLUTION OF THE MARY NOHL ART ENVIRONMENT REHABILITATION

The home of artist Mary Nohl in Fox Point consists of a house, shed and surrounding property which she transformed into a designed landscape. Her unique artistic perspective inspired her to challenge conventional boundaries of art and to see her house as more than a living space but a canvas for her art. Similarly, her installations of art throughout the grounds gradually transformed the property into exterior galleries. The Creation & Preservation Partners of the John Michael Kohler Arts Center recently completed a rehabilitation of the house and conservation of the artwork. This session will provide an overview of the project from conception to completion including the collaborative efforts of the project team and perspectives and challenges from the owners, project managers and architects viewpoints. *Presented by Charles Quagliana, preservation architect; Jo Bjorkman, exhibits manager, John Michael Kohler Arts Center; Jennifer Lehrke, principal architect, Legacy Architecture, Inc.*

VACANT STOREFRONTS AND BLIGHTED PROPERTIES

Finding new uses for older buildings is challenging in good times and bad. This session will lay out the top reasons for building vacancies and why some historic commercial districts see retail vacancies. Learn about some of the simple and inexpensive approaches for dealing with problem real estate such as quick façade improvements and marketing efforts. Strategies will be provided to combat each, along with case studies and resources. *Presented by Joe Lawniczak, downtown design specialist, Wisconsin Main Street; Errin Welty, downtown economic development specialist, Wisconsin Main Street*

KNOWING OUR NEIGHBORS: WISCONSIN AMERICAN INDIAN NATIONS AND TRIBAL COMMUNITIES

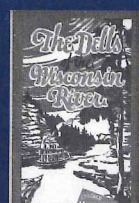
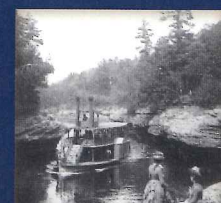
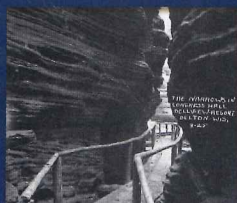
Do you have exhibits, tours, or other presentations that highlight Wisconsin's Native American history? This session will provide information and an overview of the history, culture, and tribal sovereignty of each of Wisconsin's American Indian nations and tribal communities. The session will highlight accurate and authentic text and digital resources for teaching and learning related to American Indian Studies & Wisconsin Act 31. The information shared will include example lesson plans, material selections, pedagogical practices, and curriculums. Participants will examine why it is important to generate a deeper and more complex understanding of human diversity issues and concerns, particularly in regards to Native peoples, in a society that is continually changing. *Presented by David O'Connor, American Indian studies consultant, Wisconsin Department of Public Instruction*

PRESERVING ARCHITECTURAL DRAWINGS

Explore the problems involved in safely recovering, restoring, and reproducing large, poorly kept architectural drawings. The problems and challenges confronted in the process include: how to relax dry, brittle paper; flattening rolled and folded documents; and how to digitally preserve the document's content. This discussion will be based on first-hand experience with 65 year old original architectural drawings recovered from John Randal McDonald's personal archive. This process of recovering old miss-kept drawings can be applied to many other similar papers that require stabilization, flattening, or reproduction. *Presented by David Erickson, architectural projects specialist, Wisconsin Historical Society*

FROM IMPOSSIBLE TO IMPROBABLE TO INEVITABLE

The Eagle River Historical Society will present a case study in fund raising by a small historical society. Learn how they launched an ambitious project to create a new, and second, museum campus in 2012. With just 50% of the projected cost in hand, the Society purchased a building and site with great promise and a great amount of expense and work needed to complete it. The doors opened in 17 months and today the debt on the original \$250,000 project has been reduced to less than 5% of the total cost. *Presented by Karen Sailer, president, Eagle River Historical Society*



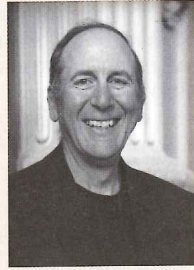
FRIDAY LUNCHEON

CONFERENCE AGENDA

FRIDAY LUNCHEON: 12:15–1:30 PM

FIFTY YEARS OF THE NATIONAL HISTORIC PRESERVATION ACT IN WISCONSIN

This year marks the fiftieth anniversary of the National Historic Preservation Act. The passage of this act created an organizational framework for historic preservation across the country including the establishment of the State Historic Preservation Office and the National Register of Historic Places. Jim Draeger is the State Historic Preservation Officer with 29 years of experience in the Wisconsin office. He will address how the National Historic Preservation Act has preserved historic places in Wisconsin and what lies ahead for historic preservation.



Credit: Philip Mrozinski/M.Studio
In 1971, Mineral Point became the first community in Wisconsin to have a historic district listed in the National Register of Historic Places. Today, the historic character of the district is preserved and the thriving downtown attracts residents, business owners, and tourists to the community.

FRIDAY AFTERNOON: 1:45–2:55 PM

WISCONSIN'S LAKE MICHIGAN PROPOSED NATIONAL MARINE SANCTUARY
In October 2015, the National Oceanic and Atmospheric Administration (NOAA) began the sanctuary designation process for an 875-square-mile area in Wisconsin's Lake Michigan waters (from Port Washington to Two Rivers). Based on a nomination from the State of Wisconsin focusing on maritime heritage, the proposed sanctuary includes 38 known historic shipwrecks. The presentation will include an overview of the State's nomination and the sanctuary designation process. *Presented by Tamara Thomsen and Caitlin Zant, maritime archaeologists, Wisconsin Historical Society*

THE PRESERVATION OF HISTORIC PLASTER

Plaster is considered a distinguishing interior feature of a historic building. Although inherently strong, it often becomes subject to damage and failure. Owners are often quick to assume total demolition and replacement are necessary. The National Park Service recommends retaining historic plaster if at all possible to retain both the historic fabric and the story of a building. The session will provide a general overview of historic plaster systems, share some common issues, and discuss strategies for repair and replacement that meet the Secretary of the Interior Standards. *Presented by Stacey Z. Keller, AIA, preservation architect, Mead & Hunt, Inc.*

HELPING STUDENTS DISCOVER THE FUN IN HISTORICAL RESEARCH

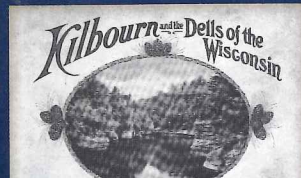
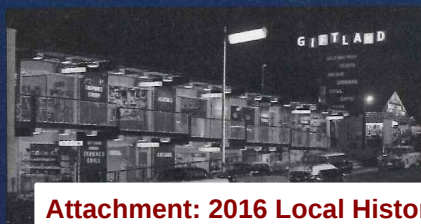
Looking for some new ways to connect to students in your community? In this session, the Neenah Historical Society will give you some fresh ideas for forming partnerships with other community organizations to increase your reach and impact. Several innovative educational programs – which any organization can adapt to its own community – will be highlighted. Focusing on collaboration, utilizing technology, and sharing resources, you'll discover how one small, local historical society has reached thousands of its residents and helped them re-discover the fun in local history. *Presented by Jane Lang, executive director, Neenah Historical Society; Ben Christian, U.S. history and geography teacher and Deb Gauthier, U.S. history teacher, Neenah High School*

COLLABORATING ON COLLECTIONS CARE: UW-MADISON'S REHABILITATION PROJECTS WITH LOCAL HISTORICAL SOCIETIES

Learn about a mutually beneficial collections care program implemented by the University of Wisconsin. University students trained in curatorial methods and community members at local historical societies work side by side to further collections care projects across Wisconsin. This presentation provides an overview of three collaborative projects between UW-Madison and the Lake Mills Aztalan, Brillion, and Pulaski Historical Societies, and shines a light on positive ways to further local area historical societies' abilities to maintain their important collections. Will your organization be next? *Presented by Danielle M. Benden, senior curator, Alyssa Rieger, undergraduate student, University of Wisconsin-Madison*

BADGER HUTS AND OTHER EARLY HOUSING OF THE LEAD MINE DISTRICT

What kinds of housing did the early lead miners build, and can we see the remnants of these buildings today? While hiking through the hills and dales of the old Lead Mine District, one might find architectural remains of the early to mid-19th century including house foundations and "Badger Huts" - small limestone arched buildings used during the lead mine era. Through dozens of color slides, you will see for yourself what is hiding in the hills. The presenter has documented over a dozen of these stone structures and hopes to preserve at least a few of these rare "hobbit holes." *Presented by Tracey Lee Roberts, senior lecturer of history, UW-Platteville*



FRIDAY AFTERNOON: 3:20-4:30 PM

JOBS IN HISTORIC PRESERVATION

Historic preservation is a noble calling: could you really make it a career? There are more jobs than you may realize in the field and a great variety of potential employers. This session will help you navigate the world of historic preservation employment, with a focus on not-for-profits and government agencies. The presentation will be of interest to college undergraduates, those currently employed in the field but looking for new opportunities, and new/returning students considering historic preservation, archeology, history, and other associated disciplines as a college major. Please bring your questions! *Presented by David J. Cooper, cultural resource specialist, Apostle Islands National Lakeshore, and Bonnie McDonald, president and CEO, Landmarks Illinois*

DISASTER PLANNING FOR HISTORIC BUILDINGS

When a disaster strikes it will go one of two ways, either you run the day or the day will run you. This is an introductory session on disaster planning for historic buildings to help you better prepare for that day if it ever comes. Learn about the types of disasters, things you can do to minimize the loss prior to the event, and steps to take during and after the event. *Presented by Mark Buechel, senior preservation architect, Wisconsin Historical Society*

GETTING HIGH SCHOOL STUDENTS INVOLVED

Ever wonder how to get high school students involved in history? In this session, Wesley Franklin, a graduating Glenwood High School senior, will discuss how he became involved as a high school student in his local historical society, the Glenwood Area Historical Society; first as a museum docent and eventually as an active board member. The presentation will also cover how Wesley started a very successful high school history club that includes 40 students in a total high school population of 200. *Presented by Wesley Franklin, Glenwood Area Historical Society*

DEVELOPING GENEALOGY PROGRAMMING

Genealogy is one of the most popular hobbies and, for some, it turns into a lifelong journey. Genealogists look in a variety of places for any clues about their families. This presentation will show how your organization can provide programming to assist these local family historians in their pursuit of their history. We will discuss the variety of websites used, what to expect from them and how to help your family historians in your community. *Presented by Lori B. Bessler, reference librarian, Wisconsin Historical Society*

PUTTING THE LAKE IN LAKE DELTON

When Lake Delton was filled for the first time in 1927, it marked the end of a year-long construction project that cost over \$600,000. The creation of a lake for recreational purposes was a new concept in a state that has 15,000 natural lakes. Developed by wealthy Chicagoan William J. Newman, the lake was surrounded by amenities such as a golf course, stadium, dance hall, and even an airport. The lake had a profound impact on the development of the area which continues to this day. Pictures from the 2008 flood and draining of Lake Delton will also be shown. *Presented by Paul Wolter, executive director, Sauk County Historical Society*

FRIDAY WORKSHOPS: 9:15 AM-12:00 PM

ARCHIVES 101: PROCESSING COLLECTIONS (SPONSORED BY THE WISCONSIN HISTORICAL RECORDS ADVISORY BOARD)

PRE-REGISTRATION REQUIRED: LIMIT 30

You discover three boxes of early business records sitting forlornly on one of your shelves. You just returned to the historical society with ten boxes of records of the town founder and early land dealer. What should you do with each of these collections? This workshop will focus on arranging and describing collections so they can be used by researchers. There will be time to answer specific questions arising from your own experiences. *Presented by Emil Hoelter, processing archivist, Wisconsin Historical Society*

DEVELOPING LOCAL CEMETERY TOURS

PRE-REGISTRATION REQUIRED: LIMIT 30

The Wisconsin Veterans Museum is now in its 18th season of the "Talking Spirits Cemetery Tour." Along the way staff have learned some tips and tricks that have made it easier and helped grow the event. Find out how the event began and how it has evolved into the success it is today. Participants will work through activities to help explore ways to build community partnerships, find grants, market to your audience, and create a tour that's unique to you and your location. *Presented by Erin Hoag, education specialist, Kevin Hampton, curator of history, and Shelly Seay, education assistant, Wisconsin Veterans Museum*

DIGITAL PROJECTS CLINIC

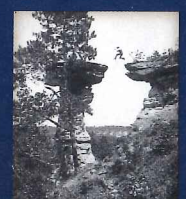
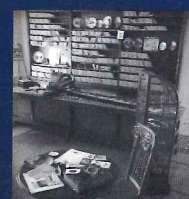
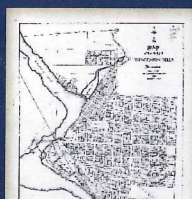
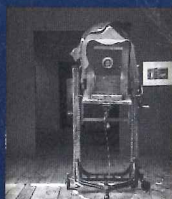
PRE-REGISTRATION REQUIRED: LIMIT 25

Thinking about sharing collections online, but don't know how to get started? Been scanning, but not sure what to do next? This workshop, will discuss common challenges encountered in digitization and share strategies and resources for successful digital projects. Bring your questions -- we will include time to diagnose issues arising from your own experiences. *Presented by Emily Pfotenbauer, Recollection Wisconsin program manager, WILS*

USING LOCAL PLACES TO ENGAGE YOUR LOCAL SCHOOLS

PRE-REGISTRATION REQUIRED: LIMIT 20

Do you feel like you're hitting walls when trying to get teachers and students into your building? Two former teachers will offer some suggestions, a new place-based project, and time for brainstorming. *Presented by Kris McDaniel, social studies consultant, Department of Public Instruction, and Kurt Griesemer, director of museum education, Wisconsin Historical Society*



FRIDAY AFTERNOON WORKSHOPS

FRIDAY WORKSHOPS: 1:45–4:30 PM

"THE BUCK STARTS HERE": FUNDRAISING PLANNING

PRE-REGISTRATION REQUIRED: LIMIT 40

"The Buck Starts Here" fundraising program is designed to help staff and board members of small non-profits develop a fundraising plan that includes a launch campaign with all the elements of a capital campaign on a smaller scale, including asking for major gifts. Participants will leave with plans specific to their organization to take the next steps for raising the "big bucks." We will also discuss The Sweeney Group's new 100 Extraordinary Women program that is a unique way to approach women donors through collective giving. *Presented by Jodi Bender Sweeney, president, Genell Scheurell, consulting associate, and Nancy Finegood, consulting associate, The Sweeney Group*

PRESERVATION ENVIRONMENT AND MONITORING FOR COLLECTIONS

PRE-REGISTRATION REQUIRED: LIMIT 30

Understand how environmental factors (including temperature, humidity, light, and air quality and building design factors) contribute to deterioration of your collections. Methods and best practices for monitoring and mitigating these environmental factors will be reviewed, and problems caused by pests and mold will be highlighted. *Presented by Katie Mullen, preservation coordinator, Wisconsin Historical Society*

BASIC TRAINING FOR HISTORIC PRESERVATION COMMISSIONS

PRE-REGISTRATION REQUIRED: LIMIT 30

State historic preservation staff will provide basic training in understanding recent changes to state law regarding local landmark ordinances and any effects to the CLG program, your historic preservation ordinance, developing a commission work plan, and using state and federal laws to preserve historic properties. *Presented by Chip Harry L. Brown III, J.D., government assistance and training specialist, and Joe DeRose, Certified Local Government coordinator, Wisconsin Historical Society*

COSTUME CURATION

PRE-REGISTRATION REQUIRED: LIMIT 25

This workshop will focus on developing costume collection goals, documenting historically valuable clothes, dating women's clothing, and mounting garments, especially Victorian dresses, for exhibit. *Presented by Leslie Bellais, curator of social history, Wisconsin Historical Society*

FRIDAY SPECIAL EVENT

SARENTO'S ITALIAN RESTAURANT DINNER WITH FRIENDS

HOSTED BY THE WISCONSIN COUNCIL FOR LOCAL HISTORY

5:30 – 7:30 PM

PRE-REGISTRATION IS REQUIRED: LIMIT 50

DINNER IS ON A SELF-PAY BASIS

Join the Wisconsin Council for Local History for a relaxing dinner at Sarento's Italian Restaurant, located near the Wilderness Resort property. You may drive on your own or take the hotel shuttle. Limited group seating for 50 participants in a private dining room begins at 5:30 p.m. Dining options include fish fry \$12.95, Caesar salad \$7.95, and chicken parmesan \$18.95. **RSVP on the registration form to reserve your seat for this self-pay event.**

CONFERENCE AGENDA

SATURDAY, OCTOBER 22

SATURDAY REGISTRATION: 7:30 AM

CONFERENCE CENTER LOBBY

Pick up your nametag and conference packet including session and workshop room assignments.

SATURDAY MORNING: 8:00-9:00 AM

COFFEE AND CONVERSATION – ROUNDTABLE DISCUSSIONS

This Saturday morning breakfast hour offers the chance to sit down, ask questions and discuss ideas with experts on a variety of topics. A hot breakfast buffet will be available to all attendees throughout the hour. A full list of discussion topics will be included in your registration packet. Join any of the conversations tables that interest you, or just visit and meet new people at the non-reserved tables.

This year's event includes a new non-profit management emphasis. Drop by or pick-up a handout from Wisconsin Historical Society staff on subjects ranging from board development and program planning to volunteer management.

LEADERSHIP BREAKFAST 8:00-9:00 AM

SUGGESTED FOR DIRECTORS AND BOARD PRESIDENTS: LIMIT 30

Register to join senior leadership from the Wisconsin Historical Society and the Wisconsin Historical Foundation for a conversation about the history landscape across Wisconsin, including findings from recent surveys of local history affiliates. A hot breakfast buffet (included with registration fee) will be available.

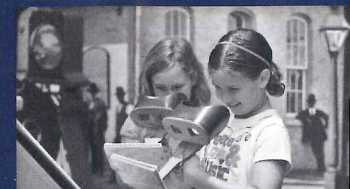
SATURDAY MORNING: 9:15-10:25 AM

HUMAN BURIAL SITES PRESERVATION LAW – PAST, PRESENT, AND FUTURE

All human burial sites in the State of Wisconsin have been protected equally since the 1985 passage of Wisconsin Act 316. This provision of state law established processes for reviewing actions that might disturb human burial sites. During the summer of 2016, the State Legislative Council convened a committee to review the existing law and evaluate opportunities for changes. This presentation will describe the current status of the law and the Legislative Council review process. *Presented by Chip Harry L. Brown III, J.D., government assistance and training specialist, Wisconsin Historical Society*

NORTHERN LIGHTS: HISTORIC PRESERVATION AT APOSTLE ISLANDS NATIONAL LAKESHORE

This presentation will examine the diverse challenges of historic preservation in a Great Lakes island archipelago. Wisconsin's Apostle Islands National Lakeshore encompasses 21 islands in Lake Superior and portions of the Bayfield County coastline. Homeland to the Anishinaabe (Ojibwe) people, the human history of these islands spans over 6,000 years. The Apostle's seven light stations are regarded as one of the finest collections of historic lighthouses in the United States. Recent park initiatives will be discussed including preservation of archeological sites, historic structures, and cultural landscapes; ethnographic research; joint state-federal management of submerged cultural resources, and management of museum/archival collections. *Presented by David J. Cooper, cultural resource specialist, Apostle Islands National Lakeshore*



CONFERENCE AGENDA

[ART]IFACT: WHERE HISTORY MEETS ART

"[art]ifact: where history meets art" is an exhibit at the Pump House Regional Arts Center that showcases local historical objects made in La Crosse from the La Crosse County Historical Society's collection alongside new original artwork inspired by these objects and their stories. The purpose of this exhibit is to help visitors understand material culture and why humans need things. You will learn how the UW-La Crosse students responsible for the exhibit chose objects from the collection and researched their histories to help artists create a new interpretation of the objects. The students were also responsible for public and artist relations, curatorial tasks, education coordination, and Interactive/Assessment. The project produced an exhibit, programming, and interactive activities to involve the La Crosse community in their local history and art. *Presented by Samantha Reinders, Mercedes Fowler, and Rebekah Bain, students, University of Wisconsin-La Crosse*

ORAL HISTORY 101

In this session, an oral historian will provide an overview into the art and science of oral history. You will learn what oral history means - including what isn't oral history - as well as some overarching principles and best practices for those looking to conduct an oral history interview or project, as well as those wondering about how to make the recordings they currently hold more discoverable and accessible. Lastly, Reeves will play an excerpt or two to highlight the power of oral history. *Presented by Troy Reeves, oral historian, University of Wisconsin-Madison*

BEYOND THE USUAL SUSPECTS: ENGAGING DIVERSE AUDIENCES AND DIVERSITY OUTREACH

America is changing rapidly. The majority of public school students nationwide are not white. Latino immigrants make up more than 40% of dairy workers in rural Wisconsin. Historical organizations must keep pace with these demographic changes if we expect to stay relevant and attract support 20 years from now. The collections we build, the staff we engage, the stories we choose to tell, and the ways we tell them must all shift as our audiences evolve. You will hear how the Preservation Alliance of Minnesota and the Wisconsin Historical Society are attempting to meet this challenge. *Presented by Michael Edmonds, director of programs and outreach, Wisconsin Historical Society, and Doug Gasek, executive director, Preservation Alliance of Minnesota*

SATURDAY MORNING 10:50-12:00 PM

A MOST STRANGE AND EXTRAORDINARY CHARACTER: WISCONSIN'S FAMOUS MAN MOUND

The 'Man Mound' at Baraboo is one of Wisconsin's most unique cultural resources. The monumental sculpture of a human or human-like spirit is not only an extraordinary example of a Late Woodland (ca. AD 750-1200) effigy mound, it was one of the first archaeological sites in the U.S. to be purchased for public preservation. Now being considered for National Historic Landmark status, the mound is a symbol of modern preservation and cultural sensitivity for a new generation. *Presented by Amy Rosebrough, archaeologist, Wisconsin Historical Society*

MAKING PRESERVATION THE NEW NORMAL: THE FUTURE OF PRESERVATION ADVOCACY

Have you ever laid down in front of a bulldozer and worried that they weren't going to stop? Or wondered how you were going to get a sandwich because you forgot to pack a lunch when you chained yourself to a building? Maybe it is time to start employing different types of preservation advocacy. Join Landmarks Illinois and Preservation Alliance of Minnesota to learn a variety of advocacy techniques and discuss the future of preservation advocacy. *Presented by Bonnie McDonald, president, Landmarks Illinois, and Doug Gasek, executive director, Preservation Alliance of Minnesota*

NEW IDEAS FOR PRESENTING COMMUNITY HISTORY

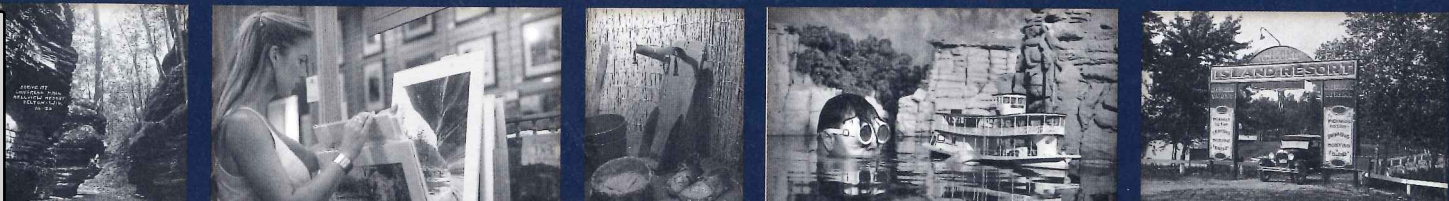
This session will feature two successful projects developed by public history students, the "Hear, Here: Voices of Downtown La Crosse" and "Through Daniel's Eyes." *Through Daniel's Eyes* draws visitors into early 20th century Eau Claire and helps connect the past and present. Images for the exhibit were drawn from a collection of 415 glass plate negatives, which was recently donated to the UW-Eau Claire McIntyre Library Special Collections and Archives. Students developed an exhibit and related online content. "Hear, Here" is an audio documentary project created in downtown La Crosse. It uses toll free numbers on street level signs all around downtown that give the caller a first-person narrative about where they are standing. If the caller has a story they would like to tell, they can stay on the line and record their own story about that location or another which may be added to the project. *Presented by Ariel Beaujot, University of Wisconsin-La Crosse; Ariel Reker, University of Wisconsin-La Crosse; Calli Neimi, University of Wisconsin-Milwaukee, John Mann, University of Wisconsin-Eau Claire.*

WISCONSIN 101: OUR HISTORY IN OBJECTS

Wisconsin 101: Our History in Objects is a collaborative public history project that includes both an interactive online exhibit and programming on Wisconsin Public Radio. Students, amateur historians, and other Wisconsin residents are invited to nominate objects of interest or importance to their communities, then research, write, and illustrate histories of those objects for publication on this website and segments of WPR's "Wisconsin Life." This session will introduce participants to Wisconsin 101, offer guidance on doing object-based history, and provide information about participating in the project. *Presented by Thomas Broman, professor of history of science and project director, Wisconsin 101: Our History in Objects*

ENERGY EFFICIENCY AND THE INSULATION OF HISTORIC BUILDINGS

Adding insulation and energy efficiency systems in all historic buildings requires proper evaluation techniques, design, and installation. If careful consideration is not given throughout the design and installation damage can occur. We will discuss the process focusing on vapor retarder design and placement, mechanical system selection, and the impact of window restoration and proper weatherization in Wisconsin. *Presented by Stephen Mar-Pohl, president, InSite Consulting Architects*



SATURDAY WORKSHOPS

SATURDAY WORKSHOPS: 9:15 AM–12:00 PM

INVESTIGATIVE LEARNING AT THE MUSEUM

PRE-REGISTRATION REQUIRED: LIMIT 40

We have hands-on activities and scavenger hunts for the younger museum goer, but how can we engage older students and adults in experiential learning? In this hands-on workshop, the presenter will offer three examples of "investigations" which you can model based on your own collections. Using artifacts, maps, and fascinating stories from the past, participants will learn how to use question-centered strategies to spur deeper thinking and insight from their museum patrons. *Presented by Tracey Lee Roberts, senior lecturer of history, University of Wisconsin-Platteville*

THE WAYSIDE OLYMPICS: TECHNIQUES FOR CREATING EFFECTIVE INTERPRETIVE SIGNAGE

PRE-REGISTRATION REQUIRED: LIMIT 30

Signs and wayside exhibits are connectors that give meaning to the experience of the moment. At cultural sites the real experience is often outside of buildings. Well-designed outdoor signs are an effective method for telling stories because they directly address what can be seen or experienced at a site. Participants in this interactive, fast-paced presentation will discover some simple yet powerful techniques for developing effective signage. Each session participant will play the role of an Official Olympic Judge. Armed with a remote wireless clicker scoring device, the audience will judge sign examples from around the world. Lots of tips will be provided to assist the audience in recognizing effective design and inscription techniques that can be applied to projects back at home. *Presented by Ron Zimmerman, consultant, Schmeeckle Interpreters*

FOSTERING AN ENGAGED AND EFFECTIVE BOARD OF DIRECTORS

PRE-REGISTRATION REQUIRED: LIMIT 30

In this workshop, we'll explore what it makes possible for your organization when you have a productive board/executive partnership and the activities and systems that support a successful board of directors. Topics will include board member recruitment and retention, board versus staff responsibilities, governance documents and practices, board and committee structure, leadership transitions and term limits, and effective meetings. Participants will have the opportunity to share their own successes and challenges with board development and create an action plan for building an engaged and effective board. *Presented by Lisa Humenik, consultant, impa(c)tive consulting*

PAPERS, PICTURES AND PATRONS: THE BASICS OF MANAGING AN ARCHIVES (SPONSORED BY THE WISCONSIN HISTORICAL RECORDS ADVISORY BOARD)

PRE-REGISTRATION REQUIRED: LIMIT 30

Letters, diaries, photographs and scrapbooks galore; what do we do with all of this and more! This hands-on workshop will explore the steps needed to take archival collections from unorganized donations and get those materials into the hands of your patrons. Participants will learn the basic steps needed to manage archival collections and provide quality reference and public services. This workshop is perfect for anyone who works with archival materials and wants to learn more about how archival collections can become an integral part of your organization! *Presented by Greg Kocken, university archivist, University of Wisconsin-Eau Claire, Peter Shrake, archivist, Circus World Museum*

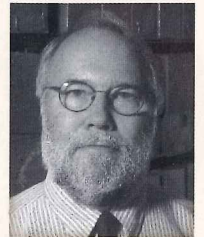
SATURDAY LUNCHEON

SATURDAY LUNCHEON:

12:15–1:30 PM

ODD WISCONSIN: HOW A LITTLE BLOG BECAME A BIG DEAL

For 300 years Wisconsin has produced a steady supply of eccentrics, visionaries, hermits, scoundrels, mystics, and other oddballs. The Wisconsin Historical Society has had great success sharing these stories with a wide variety of audiences in different media. **Michael Edmonds**, creator of Odd Wisconsin, will explain how the Society used bizarre anecdotes to connect with people who think they don't like history. He'll discuss how a simple blog grew into a best-selling book, a museum exhibit, and a syndicated newspaper column, and relate some little-known stories from a forthcoming WHS book about peculiar people from Wisconsin's past.



Presented by Michael Edmonds, director of programs and outreach, Wisconsin Historical Society

SATURDAY SPECIAL EVENTS

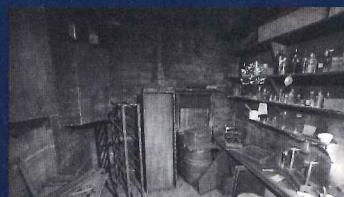
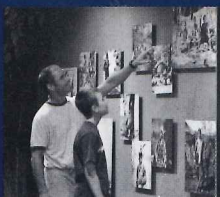
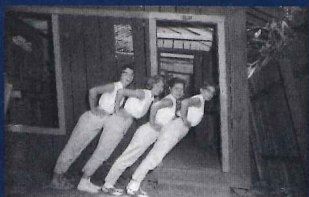
TOUR OF KINGSLEY BEND MOUND GROUP

Join members of the Ho-Chunk Nation and staff of the Wisconsin Historical Society for an insiders tour of the recently restored Kingsley Bend effigy mounds. Once a Wisconsin Department of Transportation wayside nestled along a scenic stretch of the Wisconsin River, this 1000-year-old ceremonial center is home to surviving examples of Wisconsin's famous and unique animal-shaped effigy mounds. This is a rare opportunity to visit one of Wisconsin's most special places in the company of experts.

2:30 - 3:30 PM

Registration cost: Free

Registration limit: 25



SATURDAY SPECIAL EVENTS

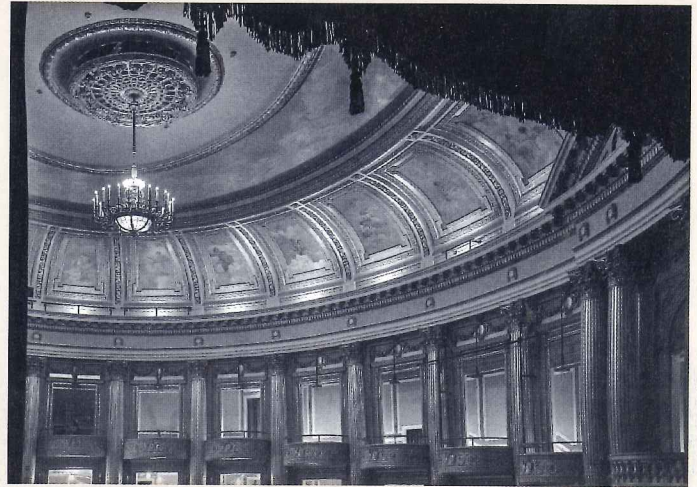
TOUR OF H.H. BENNETT STUDIO

In 1865 H.H. Bennett undertook a career as a photographer – and Wisconsin Dells would never be the same. By combining his advanced mechanical skills with his love of nature, Bennett produced technically amazing and visually mesmerizing photographs. His images were so compelling that they sparked the interest of people from around the country and helped foster the growth of one of Wisconsin's most beloved tourism destinations. Learn about H.H. Bennett and the history of the Dells in a personal guided tour of the Bennett Studio.

2:30 - 3:30 PM

Registration cost: Free

Registration limit: 30



TOUR OF RESTORED AL. RINGLING THEATER

Built by circus impresario Al. Ringling, and after only seven months of construction and a cost of \$100,000, the magnificent Al. Ringling Theatre opened its doors in 1915. America's Prettiest Playhouse, as it is known, celebrated its first 100 years in operation in November, 2015. After a 7-month and more than \$3 million restoration, you can now see the theatre looking as beautiful as it must have looked in 1915! You will learn about the Baraboo community 100 years ago, how and why the theatre was built, and what has been done and will continue to be done to restore it. We will tour the lobbies, auditorium, backstage, downstairs dressing rooms, and upstairs box seats. While in the auditorium, you will learn about the "Mighty Barton Organ" and hear a demonstration of its silent film sound effects.

2:30 - 3:30 PM

Registration cost: \$15 payable at the Al. Ringling Theatre

Registration limit: 50

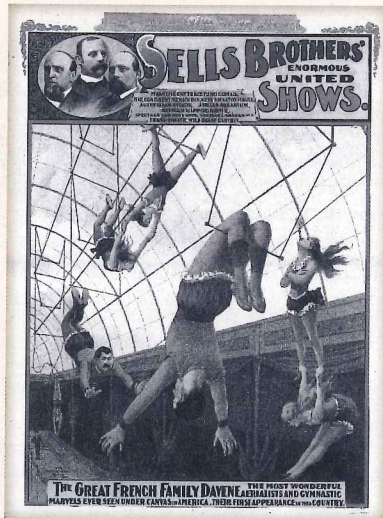
TOUR OF ROBERT L. PARKINSON LIBRARY AND RESEARCH CENTER AT CIRCUS WORLD

Have you ever visited Circus World? Have you ever been to the Robert L. Parkinson Library and Research Center at Circus World? Many can say yes to the first question but no to the second. The Parkinson Library is the nation's foremost research center for American Circus history. Its holdings contain hundreds of thousands of photographs, thousands of archival manuscripts, lithographic posters, film, and audio files and more. The library also doubles as the storage facility for the museum's vast collection of artifacts. Experience a rare opportunity to get a behind the scenes tour of this unique collection and see one of the great yet largely unknown treasures of Wisconsin and U.S. History.

2:30 - 3:30 PM

Registration cost: Free

Registration limit: 25



TOUR OF LAKE STATES RAILWAY HISTORY ARCHIVE – LIBRARY – RESEARCH CENTER

Founded in 2006 and now located on Baraboo's historic Lynn Street rail corridor, LSRHA's new purpose-built facility opened in 2015. Its extensive rail history holdings include over 50,000 photographic images, many thousands of railway technical drawings, extensive research library holdings and large numbers of documents relating to Western Great Lakes region railway history. Arrayed for your viewing pleasure on the research center walls and in showcases are a variety of historic photos, paintings, maps and rare railway artifacts. Friendly historians will be on hand to answer questions and assist you on this educational tour of the complete facility.

2:30 - 3:30 PM

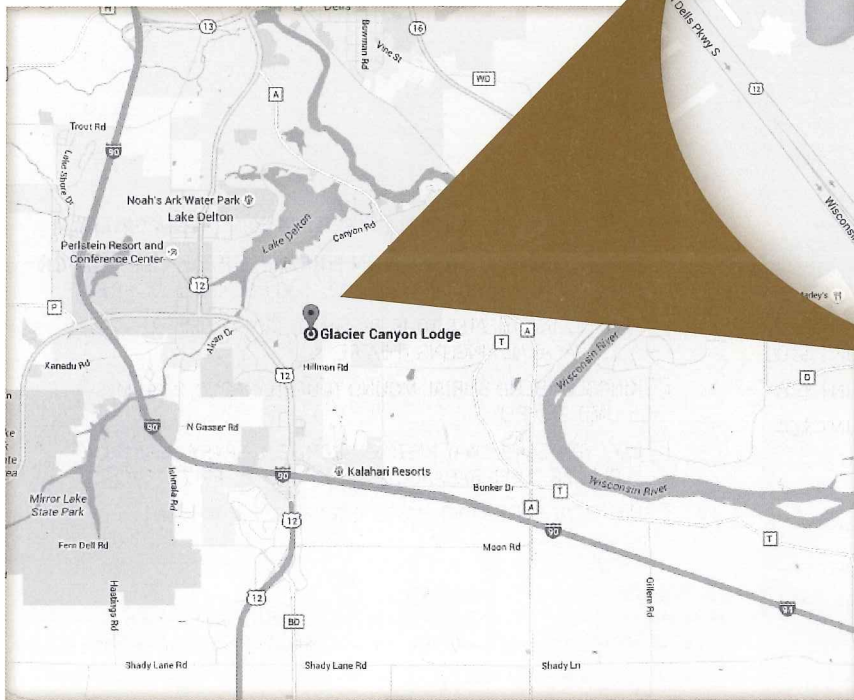
Registration cost: Free

Registration limit: 20



HOTEL AND RATES

HOTEL INFORMATION



GLACIER CANYON CONFERENCE CENTER AT THE WILDERNESS <http://www.glacierycanyonlodge.com/>
45 Hillman Road, Wisconsin Dells, WI 53965 • 800-867-9453 or 608-254-1020

HOTEL RESERVATIONS AT THE GLACIER CANYON LODGE

Hotel Reservations: A block of discounted rooms has been reserved for the conference. Please make hotel reservation at 800-867-9453 or 608-254-1020 and mention the Wisconsin Historical Society Conference Group Number 532136 to get the conference rate. A limited number of rooms are available at a discounted rate of \$82 for a single room and \$99 for a double room. **Please make reservations early for the discount since there are a limited number of rooms at this rate. Rooms will not be available at the discounted rate after September 20 or if they are filled.**

CONFERENCE RATES

REGISTER EARLY & SAVE!

Register by August 26 and save \$20

FINAL DEADLINE TO REGISTER – October 7

WISCONSIN HISTORICAL SOCIETY MEMBERS

RECEIVE 10% OFF REGISTRATION

EARLY BIRD REGISTRATION

EARLY BIRD TWO DAY REGISTRATION FEE \$110 PAYABLE BEFORE AUGUST 26, 2016

EARLY BIRD FRIDAY REGISTRATION FEE \$65 PAYABLE BEFORE AUGUST 26, 2016

EARLY BIRD SATURDAY REGISTRATION FEE \$60 PAYABLE BEFORE AUGUST 26, 2016

REGULAR REGISTRATION

REGULAR TWO DAY REGISTRATION FEE \$130 PAYABLE BEFORE OCTOBER 7, 2016

REGULAR FRIDAY REGISTRATION FEE \$70 PAYABLE BEFORE OCTOBER 7, 2016

REGULAR SATURDAY REGISTRATION FEE \$65 PAYABLE BEFORE OCTOBER 7, 2016

STUDENT REGISTRATION,

STUDENT TWO DAY REGISTRATION FEE \$60 PAYABLE BEFORE OCTOBER 7, 2016

STUDENT ONE DAY REGISTRATION FEE \$35 PAYABLE BEFORE OCTOBER 7, 2016

The registration fee includes breakfasts, lunches, and all sessions and workshops.

Please note that your registration entitles you to attend any open session, but workshop space is limited and requires advance registration as do optional events and tours.

OPTIONAL ACTIVITIES

Please indicate on your registration form if you plan to attend.

FRIDAY

BREAKFAST, OPENING REMARKS AND "WHAT MAKES WISCONSIN, WISCONSIN?" LISTENING SESSION 7:30 – 9:00 AM

Advanced sign-up is required.

SARENTO'S DINNER WITH FRIENDS HOSTED BY THE WISCONSIN COUNCIL FOR LOCAL HISTORY, 5:30 – 7:30 PM

Limit 50. Advanced registration is required. Dinner is on a self-pay basis.

SATURDAY:

LEADERSHIP BREAKFAST 8:00 – 9:00 AM

Limit 30. Advanced sign-up is required.

SATURDAY TOURS:

Participants are responsible for their own transportation.

TOUR OF PARKINSON LIBRARY & RESEARCH CENTER AT CIRCUS WORLD, BARABOO, 2:30 PM Limit 25. FREE.

TOUR OF RESTORED AL. RINGLING THEATER, BARABOO, 2:30 PM Limit 50. \$15 pay at site.

KINGSLEY BEND MOUND TOUR, BARABOO, 2:30 PM Limit 25. FREE

LAKE STATES RAIL HISTORY ARCHIVE, LIBRARY & RESEARCH CENTER TOUR, BARABOO, 2:30 PM Limit 20. FREE

H.H. BENNETT STUDIO TOUR, WISCONSIN DELLS, 2:30 PM Limit 30. FREE

FOR MORE INFORMATION Contact Amy Norlin at 608-264-6579 or amy.norlin@wisconsinhistory.org

Attachment: 2016 Local History and Preservation Conference (5025 : Historic Preservation Conference)

REGISTRATION FORM

**ALL REGISTRATIONS MUST BE PREPAID BY CHECK OR CREDIT CARD
POSTMARKED BY OCTOBER 7, 2016
ONE REGISTRATION FORM PER PERSON**

Name and Organization _____

Address, City, State, Zip _____

Telephone, Email _____

**PAYMENT INFORMATION: ALL REGISTRATIONS
MUST BE PREPAID BY CHECK OR CREDIT CARD
POSTMARKED BY OCTOBER 7, 2016**

EARLY BIRD REGISTRATION BY AUGUST 26

- ☐ FRIDAY AND SATURDAY \$110 ☐ 10% MEMBER DISCOUNT \$100
☐ FRIDAY ONLY \$65 ☐ 10% MEMBER DISCOUNT \$58
☐ SATURDAY ONLY \$60 ☐ 10% MEMBER DISCOUNT \$54

REGULAR REGISTRATION AFTER AUGUST 26 AND PRIOR TO OCTOBER 7

- ☐ FRIDAY AND SATURDAY \$130 ☐ 10% MEMBER DISCOUNT \$117
☐ FRIDAY ONLY \$70 ☐ 10% MEMBER DISCOUNT \$63
☐ SATURDAY ONLY \$65 ☐ 10% MEMBER DISCOUNT \$58

STUDENT RATES – INCLUDE COPY OF VALID STUDENT ID

- ☐ FRIDAY AND SATURDAY \$60
☐ ONE DAY ONLY \$35

WISCONSIN HISTORICAL SOCIETY MEMBERSHIP
NUMBER: # _____

DON'T HAVE YOUR MEMBERSHIP NUMBER? CALL 1-888-748-7479

REGISTRATION AMOUNT DUE: _____

OPTIONAL ACTIVITIES:

FRIDAY:

BREAKFAST:

- ☐ BREAKFAST, OPENING REMARKS & "WHAT MAKES WISCONSIN,
WISCONSIN" LISTENING SESSION 7:30 – 9:00 AM

EVENING:

- ☐ SARENTO'S ITALIAN DINNER WITH FRIENDS, 5:30-7:30 PM.
LIMIT 50. DINNER IS ON A SELF-PAY BASIS.

SATURDAY:

BREAKFAST, CHOOSE ONLY ONE:

- ☐ LEADERSHIP BREAKFAST, 8:00 – 9:00 AM, LIMIT 30
☐ COFFEE & CONVERSATION BREAKFAST, 8:00 – 9:00 AM

SATURDAY TOURS, CHOOSE ONE ONLY:

PARTICIPANTS ARE RESPONSIBLE FOR THEIR OWN TRANSPORTATION:

- ☐ TOUR ROBERT L. PARKINSON LIBRARY & RESEARCH CENTER
AT CIRCUS WORLD, BARABOO, 2:30 PM, LIMIT 25. FREE
☐ AL. RINGLING THEATER TOUR, BARABOO, 2:30 PM, LIMIT 50.
\$15 PAY AT AL. RINGLING THEATRE
☐ KINGSLEY BEND BURIAL MOUND TOUR, BARABOO, 2:30 PM,
LIMIT 25. FREE.
☐ LAKE STATES RAILWAY HISTORY ARCHIVE, LIBRARY, RESEARCH
CENTER TOUR, BARABOO, 2:30 PM, LIMIT 20. FREE.
☐ H.H. BENNETT STUDIO, WISCONSIN DELLS, 2:30 PM LIMIT 30. FREE.

IN ADDITION TO OPEN SESSIONS,

I WOULD LIKE TO ATTEND THE FOLLOWING WORKSHOPS:

Space is limited for each workshop, please call 608-264-6579 for availability:

FRIDAY: 9:15AM-12:00PM

- ☐ Archives 101 – limit 30 participants
☐ Local Cemetery Tours – limit 30 participants
☐ Digital Projects Clinic – limit 25 participants
☐ Using Local Places to Engage Local Schools – limit 20 participants

FRIDAY: 1:45-4:30PM

- ☐ The Buck Starts Here – limit 40 participants
☐ Preservation Environment and Monitoring for Collections – limit 30
participants
☐ Basic Training for Historic Preservation Commissions – limit 30
participants
☐ Costume Curation – limit 25 participants.

SATURDAY: 9:15AM-12:00PM

- ☐ Investigative Learning at the Museum – limit 40 participants
☐ Creating Effective Interpretive Signage – limit 30 participants
☐ Fostering an Engaged and Effective Board of Directors – limit 30 participants
☐ Papers, Pictures and Patrons – limit 30 participants

PAYMENT METHODS: ALL REGISTRATIONS MUST BE PRE-PAID BY OCTOBER 7, 2016 ONE REGISTRATION FORM REQUIRED FOR EACH INDIVIDUAL

- ☐ CHECK (MAKE PAYABLE TO WISCONSIN HISTORICAL FOUNDATION)
☐ VISA ☐ MASTERCARD

Card Number _____ Security Code _____ Exp Date _____

Name on Card _____

Signature _____

SEND YOUR COMPLETED REGISTRATION FORM & PAYMENT BY OCTOBER 7, 2016:

WISCONSIN HISTORICAL SOCIETY • ATTN: AMY NORLIN • 816 STATE STREET • MADISON WI 53706

Attachment: 2016 Local History and Preservation Conference (5025 : Historic Preservation Conference)

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: August 15, 2016

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Review of Revisions to the Historic Preservation Commission Ordinance to allow the Historic Preservation Commission to designate historic buildings with the acceptance of property owners.

Updates are needed within the Historic Preservation Ordinance (Chapter 39) in order to allow the Historic Preservation Commission the authority to initiate the designation of a historic site or historic structure with the approval of the property owner(s). With such an update, the City will be able to continue receiving grants from the Wisconsin Historical Society and will allow the City to retain its status as a Certified Local Government (CLG).

The changes are proposed in the following three sections of the Ordinance:

* Section 38-5. -- Powers and duties of commission.

This section is modified to identify that the Historic Preservation Commission shall have the authority to initiate the designation of historic sites and structures with the approval of the property owner(s).

* Section 38-6. -- Procedures.

This section is modified to identify that a designation is made with the property owner approval, clarifies information that is shared with the public prior to a public hearing, and clarifies that the Common Council can overturn a decision by a majority vote.

* New Section 38-9 Appeal of Commission Decision.

This section defines the process that a property owner may use if the owner wishes to appeal a decision of the Historic Preservation Commission. Appeals are to be filed in writing with the City Clerk within 24 days of receiving Historic Preservation Commission decision. The Common Council may overturn a decision by a majority vote.

In summary, the changes propose that the designation no longer has to be initiated by property owners. Rather, the designation can be initiated by the Historic Preservation Committee with the property owner(s) being made aware of and approving the designation status. When discussing this topic with the Wisconsin Historical Society, it was stated that involving the public and owner when designating property is a vital step in the process.

Staff recommends that the HPC review the ordinance for potential revisions, recommend that property owners that are affected by the ordinance be notified of the proposed change prior to the September HPC meeting, and recommend that the ordinance be reviewed again in September for review and potential approval action.

ATTACHMENTS:

- Historic Preservation Ordinance Chapter 38 (DOCX)

Chapter 38 - HISTORIC PRESERVATION[1]

Sec. 38-1. - Purpose and intent of chapter.

It is hereby declared a matter of public policy that the protection, enhancement, perpetuation and use of improvements or sites of special character or special architectural or historic interest or value is a public necessity and is required in the interest of the health, prosperity, safety, and welfare of the people. The purpose of this section is to:

- (1) Effect and accomplish the protection, enhancement, and perpetuation of such improvements, sites, and districts which represent or reflect elements of the city's cultural, social, economic, political, and architectural history.
- (2) Safeguard the city's historic and cultural heritage as embodied and reflected in such historic structures, sites, and districts.
- (3) Foster civic pride in the notable accomplishments of the past.
- (4) Stabilize and improve property values.
- (5) Protect and enhance the city's attractions to residents, tourists, and visitors, and serve as a support and stimulus to business and industry.
- (6) Improve and enhance the visual and aesthetic character of the city.
- (7) Educate the public regarding the need and desirability of a city historic preservation program and its enhancement of the quality of life.

Sec. 38-2. - Definitions.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Certificate of appropriateness means the certificate issued by the commission approving alteration, rehabilitation, construction, reconstruction, or demolition of an historic structure, historic site, or any improvement in an historic district.

City means City of De Pere, Wisconsin.

Commission means the historic preservation commission created under this chapter.

Historic district means an area designated by the common council, on recommendation of the commission, that contains two or more historic improvements or sites.

Historic site means any parcel of land of historic significance due to a substantial value in tracing the history or prehistory of humans, or upon which an historic event has occurred, and which has been designated as an historic site under this section, or an improvement parcel, or part thereof, on which is

situated an historic structure and any abutting improvement parcel, or part thereof, used as and constituting part of the premises on which the historic structure is situated.

Historic structure means any improvement which has a special character or special historic interest or value as part of the development, heritage, or cultural characteristics of the city, state, or nation, and which has been designated as an historic structure pursuant to the provisions of this chapter.

Improvement means any building, structure, place, work of art, or other object constituting a physical betterment of real property, or any part of such betterment, including streets, alleys, sidewalks, curbs, lighting fixtures, signs, and the like.

Improvement parcel means the unit of property which includes a physical betterment constituting an improvement and the land embracing the site thereof, and is treated as a single entity for the purpose of levying real estate taxes, provided, however, that the term "improvement parcel" shall also include any unimproved area of land which is treated as a single entity for such tax purposes.

Sec. 38-3. - Historic preservation commission; composition.

An historic preservation commission is hereby created, consisting of seven members. Of the membership, if available in the community, one shall be a registered architect; one shall be an historian; one shall be a licensed real estate broker; one shall be a council member; and three shall be citizen members, one of which must reside within an historic district. Each member shall have, to the highest extent practicable, a known interest in historic preservation. The mayor shall appoint the commissioners subject to confirmation by the common council. Of the initial members so appointed, two shall serve a term of one year, two shall serve a term of two years, and three shall serve a term of three years. Thereafter, the term for each member shall be three years.

(Code 1974, § 11.03; Ord. No. 02-01, § 1, 1-2-2002)

Sec. 38-4. - Historic structure, historic site and historic district designation criteria.

(a) For purposes of this chapter, an historic structure, historic site, or historic district designation may be placed on any site, natural or improved, including any building, improvement, or structure located thereon, or any area of particular historic, architectural, archeological, or cultural significance to the city, such as historic structures, sites, or districts which:

- (1) Exemplify or reflect the broad cultural, political, economic, or social history of the nature, state, or community;
- (2) Are identified with historic personages or with important events in national, state, or local history;
- (3) Embody the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship;

(4) Are representative of the notable work of a master builder, designer, or architect who influenced his or her age; or

(5) Have yielded, or may be likely to yield, information important to prehistory or history.

(b) The commission may adopt specific operating guidelines for historic structure, historic site, and historic district designation providing such are in conformance with the provisions of this chapter.

Sec. 38-5. - Powers and duties of commission.

(a) Designation. ~~The commission shall have the authority to initiate. Upon request of the property owner, the commission shall have the power,~~ subject to section 38-6, infra, ~~to designation e of historic sites and historic~~ structures ~~and historic sites~~. The commission shall have the power to recommend designation of historic districts within the city limits. Any designation of an historic site or historic structure shall be with approval of the property owner(s). Such designations shall be made based on section 38-4, supra. Historic districts shall be approved by the common council. Once designated, such historic structures, sites, and districts shall be subject to all the provisions of this chapter.

(b) Regulation of construction, reconstruction, alteration, and demolition.

(1) No owner or person in charge of an historic structure, historic site, or structure within an historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties, or cause or permit any such work to be performed upon such property, or demolish such property unless a certificate of appropriateness has been granted by the historic preservation commission. Unless such certificate has been granted by the commission, the building inspector shall not issue a permit for any such work.

(2) Upon filing of any application for a certificate of appropriateness with the commission, the commission shall approve the application unless:

a. In the case of a designated historic structure or historic site, the proposed work would detrimentally change, destroy, or adversely affect any exterior architectural feature of the improvement or site upon which said work is to be done;

b. In the case of the construction of a new improvement upon an historic site or within an historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within the district;

c. In the case of any property located in an historic district, the proposed construction, reconstruction, exterior alteration, or demolition does not conform to the purpose and intent of this chapter and to the objectives and design criteria of the historic preservation plan for said district;

- d. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and state;
- e. The building or structure is of such old and unusual or uncommon design, texture, and/or material that it could not be reproduced without great difficulty and/or expense;
- f. Except as provided herein, in the case of a request for the demolition of a deteriorated building or structure, any hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair. Upon the request for a demolition permit for a structure determined to be unfit for human habitation, occupancy, or use by any authorized public official or agency, the commission may defer the granting of approval for a period of up to six months from the time of such application, during which time the commission and the property owner shall undertake serious and continuing discussions for the purpose of finding a method to save such property. During such period, the property owner and the commission shall cooperate in attempting to avoid demolition of the property. At the end of this six-month period, if no mutually agreeable method of saving the subject property bearing a reasonable prospect of eventual success is under way, or if no formal application for funds from any governmental unit or nonprofit organization to preserve the subject property is pending, the building inspector may issue the permit to demolish the subject property without the approval of the commission. If such mutually agreeable method for saving the subject property is not successful or no such funds to preserve the subject property have been obtained and available for disbursement within a period of two months following the end of such six-month period, the building inspector may issue the permit to demolish the subject property without the approval of the commission.

(3) In addition, in determining whether to issue a certificate of appropriateness, the commission shall consider and may give decisive weight to any or all of the following standards:

- a. 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.
- b. 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.
- c. 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.
- d. Most properties change over time. Those changes that have acquired historic significance in their own right shall be retained and preserved.

e. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

f. 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.

g. 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.

h. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

i. 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.

j. 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.

(4) If the commission determines that the application for a certificate of appropriateness and the proposed changes are consistent with the character and features of the property or district and with the above guidelines, it shall issue the certificate of appropriateness. Upon the issuance of such certificate, the building permit shall then be issued by the building inspector. The commission shall make this decision within 45 days of the filing of the application. Failure of the commission to act upon a request for a certificate of appropriateness within 45 days shall result in the issuance of such certificate.

(5) Agencies of the city and all public utility and transportation companies undertaking projects affecting historic structures, historic sites, or historic districts shall be required to obtain a certificate of appropriateness prior to initiating any changes in the character of street paving, sidewalks, utility installations, lighting, walls, fences, structures, and buildings on property, easements, or streets owned or franchised by the city.

(6) The issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the city. A building permit or other municipal permit shall be invalid if it is obtained without the presentation of the certificate of appropriateness required for the proposed work. Insofar as they are applicable to an historic

structure, historic site, or improvement in an historic district designated under this section, any provision of the plumbing code, electrical code, or building or housing of the city shall apply unless waived by the appropriate state or city officials. The commission may support or propose such waivers before the appropriate state or city appeals body.

(7) Compliance with certificates of appropriateness shall be started within 12 months after the issuance of the certificate, and the work shall conform to the provisions of the certificate. The city may inspect the work during and after construction in order to assure compliance. Failure to comply with a certificate of appropriateness or failure to obtain a certificate of appropriateness shall be a violation of this section. In addition to other penalties and remedies, the city shall issue a stop work order, and all work shall cease on the designated property. No additional work shall be undertaken as long as such stop work order shall continue in effect.

(8) Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness provided the work involves repairs to existing features of an historic structure or site, or the replacement of elements of a structure with pieces identical in appearance, and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.

(c) Appeals. Should the commission deny a certificate of appropriateness due to the failure of the proposal to conform to the guidelines, the applicant may appeal such decision to the common council within 30 days. In addition, if the commission denies a certificate of appropriateness, the commission shall, with the cooperation of the applicant, work with the applicant in an attempt to obtain a certificate of appropriateness within the guidelines of this chapter.

(d) Recognition of historic structures, sites, and districts. At such time as an historic structure, site, or district has been properly designated, the commission may cause to be prepared and erected on such property, at city expense, a suitable plaque declaring that such property is an historic structure, site, or district. Such plaque shall be so placed as to be easily visible to passing pedestrians. The plaque shall state the accepted name of the historic property, the date of its construction, and other information deemed proper by the commission.

(e) Other duties. In addition to those duties already specified in this section, the commission shall:

- (1) Work for the continuing education of the citizens about the historical heritage of the city and the historic properties designated under the provisions of this chapter.
- (2) Cooperate with the state historic preservation officer and the state historic preservation review board in attempting to include such properties hereunder designated as landmarks or landmark sites, or historic districts in the National Register of Historic Places and the State Register of Historic Places.

(3) As it deems advisable, receive and solicit funds for the purpose of historic preservation in the city. Such funds shall be placed in a special city account for such purpose.

Sec. 38-6. - Procedures.

(a) Designation of historic structures and historic sites.

~~_____~~(1) The commission may, after notice and public hearing, and with property owner approval, designate historic structures and ~~_____~~ historic sites or rescind such designation or recommendation after application of the criteria in ~~_____~~ section 38-4, above. At least ten days prior to such hearing, the commission shall notify the ~~_____~~ owners of record, as listed in the office of the city assessor, who are owners of property in ~~_____~~ whole or in part situated within 100 feet of the boundaries of the property affected of the proposed designation and of the time and place of the public hearing. ~~These _____~~ owners shall have the right to confer with the commission prior to final action by the ~~_____~~ commission on the designation. Notice of such hearing shall also be published as a Class 1 ~~_____~~ Notice under the Wisconsin Statutes. The commission shall also notify the following: ~~_____~~ department of public works, redevelopment authority, parks department, fire and police ~~_____~~ departments, health department, building inspection department, and plan commission. ~~Each _____~~ such department may respond to the commission with its comments on the proposed ~~_____~~ designation or rescission.

~~_____~~(2) The commission shall then conduct such public hearing and, in addition to the notified ~~_____~~ persons, may hear expert witnesses and shall have the power to subpoena such witnesses and records as it deems necessary. The commission may conduct an independent investigation into ~~_____~~ the proposed designation or rescission. Within ten days after the close of the public hearing, the ~~_____~~ commission may, with the approval of the property owner(s), designate the property as either an historic structure or historic site, or rescind the designation. After the designation or rescission has been made, official notification shall be sent to ~~_____~~ the property owner or owners, and ~~Notification shall also be given~~ to the city clerk, building ~~_____~~ inspection department, plan commission, and the city assessor. The commission shall cause the designation or rescission to be recorded, at city expense, in the county register of deeds office.

(3) The Common Council may overturn the decision of the Commission by a majority vote of the Council.

(b) Designation of historic districts.

(1) For preservation purposes, the historic preservation commission shall select geographically defined areas within the city to be designated as historic districts and shall, with the assistance of the city planning department, prepare an historic preservation plan in ordinance form for each area. An historic district may be designated for any geographic area of particular historic, architectural or cultural significance to the city, which:

Formatted: Indent: Left: 0.5"

- a. Exemplifies or reflects the broad cultural, political, economic, or social history of the nation, state, or community;
- b. Is identified with historic personages or with important events in national, state, or local history;
- c. Embodies the distinguishing characteristics of architectural types or specimens inherently valuable for the study of a period or periods, styles, methods, or construction, or of indigenous materials or craftsmanship;
- d. Is representative of the notable works of master builders, designers, or architects who influenced their age; or
- e. Has yielded, or may be likely to yield, information important to history or prehistory.

(2) Each historic preservation plan prepared for or by the historic preservation commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development, and a statement of preservation objectives.

(3) Guideline criteria to be considered in the development of historic district plans are as follows:

- a. Regulation of construction, reconstruction, alteration, and demolition shall conform to the criteria and standards in subsections 38-5(b)(1)—(3).
- b. All new structures shall be constructed to a height visually compatible with the building and environment with which they are visually related.
- c. The gross volume of any new structure shall be visually compatible with the buildings and environment with which it is visually related.
- d. In the street elevation of a building, the proportion between the width and height in the facade should be visually compatible with the building and environment with which it is visually related.
- e. The proportions and relationships between doors and windows in the street facade should be visually compatible with the buildings and environment with which it is visually related.
- f. The rhythm of solids to voids, created by openings in the facade, should be visually compatible with the buildings and environment with which they are visually related.
- g. The existing rhythm created by existing building masses and spaces between them should be preserved.
- h. The materials used in the final facade should be visually compatible with the buildings and environment with which they are visually related.

- i. The texture inherent in the facade should be visually compatible with the buildings and environment with which it is visually related.
- j. Colors and patterns used on the facade (especially trim) should be visually compatible with the buildings and environment with which they are visually related.
- k. The design of the roof should be visually compatible with the buildings and environment with which it is visually related.
- l. The landscape plan should be sensitive to the individual building, its occupants and their needs. Further, the landscape treatment should be visually compatible with the buildings and environment with which it is visually related.
- m. The street facade should blend with other buildings via directional expression. When adjacent buildings have a dominant horizontal or vertical expression, this expression should be carried over and reflected.
- n. Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.

(4) Review and adoption procedure.

- a. Historic preservation commission. The historic preservation commission shall hold a public hearing when considering the plan for an historic district. Notice of the time, place, and purpose of such hearing shall be given by publication as a Class 1 Notice under the Wisconsin Statutes in the official city paper. Notice of the time, place, and purpose of the public hearing shall also be sent by the city clerk to the council member of the aldermanic district or districts in which the historic district is located, and the owners of record, as listed in the Office of the city assessor, who are owners of the property within the proposed historic district or are situated in whole or in part within 100 feet of the boundaries of the proposed historic district. Said notice is to be sent at least ten days prior to the date of the public hearing. Following the public hearing, the historic preservation commission shall vote to recommend, reject, or withhold action on the plan. This recommendation shall be forwarded to the city plan commission and the common council.
- b. The city plan commission. The plan commission shall review the historic district plan and make a recommendation to the common council. The plan commission shall make its recommendation on the historic district plan within 45 days.
- c. The common council. The common council, upon receipt of the recommendation from the historic preservation commission and plan commission, shall hold a public hearing, with notice to be given as noted in subsection a., above, and shall, following the public hearing, either designate or reject the historic district. Designation of the historic

district shall constitute adoption of the plan in ordinance form prepared for that district and direct the implementation of said plan.

Sec. 38-7. - Interim control.

No building permit shall be issued by the building inspector for alteration, construction, demolition, or removal of a nominated historic structure, historic site, or any property or structure within a nominated historic district from the date of the meeting of the historic preservation commission at which a nomination form is first presented until the final disposition of the nomination by the historic preservation commission or the common council unless such alteration, removal, or demolition is authorized by formal resolution of the common council as necessary for public health, welfare, or safety. In no event shall the delay be for more than 180 days.

Sec. 38-8. - Conformance with regulations.

(a) Every person in charge of an historic structure, historic site, or improvement in an historic district shall maintain same or cause or permit it to be maintained in a condition consistent with the provisions of this ordinance. The common council may appoint the building inspector or any other individual or group of individuals to enforce this chapter. During the period of the certificate, the duties of the inspection officer may include periodic inspection at intervals provided by the common council of designated historic structures, historic sites, and historic districts.

(b) Every person in charge of an improvement on an historic site or in an historic district shall keep in good repair all of the exterior portions of such improvement and all interior portions thereof which, if not so maintained, may cause, or tend to cause, the exterior portions of such improvement to fall into a state of disrepair, including, but not limited to:

- (1) The deterioration of exterior walls or other vertical supports;
- (2) The deterioration of roofs or other horizontal members;
- (3) The deterioration of external chimneys;
- (4) The deterioration or crumbling of exterior plasters or mortar;
- (5) The ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors;
- (6) The peeling of paint, rotting, holes, and other forms of decay;
- (7) The deterioration of surrounding environment; e.g., fences, gates, sidewalks, steps, signs, accessory structures, and landscaping;
- (8) The deterioration of any features so as to create or permit the creation of any hazardous or unsafe condition or conditions; or

(9) All interior portions thereof which may cause the exterior to deteriorate or become damaged or otherwise to fall into a state of disrepair.

(c) The purpose of this section is to prevent the demolition of a building or structure by neglecting it and permitting damage to it by weather or vandalism.

(d) The building inspector shall give the commission notice of properties which, in his/her opinion, are unfit for human habitation, occupancy, or use prior to issuance of any raze orders under state statutes or municipal ordinances.

(e) Insofar as they are applicable to an historic structure, historic site, or improvement in an historic district designated under this section, any provision of the Plumbing Code, the Minimum Housing and Property Maintenance Code, Building Code, Heating, Ventilating and Air Conditioning Code, and Outdoor Signs and Outdoor Advertising Structures regulations of the general ordinances may be varied or waived, on application, by the appropriate board having such jurisdiction over such chapter or, in the absence of such board, by the building inspector, provided such variance or waiver does not endanger public health or safety.

Sec. 38-9. – Appeal of Commission Decision.

An owner of property affected by a decision of the Commission may appeal the decision to the Common Council . Such appeal shall be made in writing, and filed with the City Clerk, not later than 24 days after receipt of the Commission decision at issue. The Council may overturn the decision of the Commission by majority vote of the council.

Sec. 38-~~910~~. - Penalties for violations.

Any person or persons violating any provision of this section may be fined no less than \$200.00 for each separate violation. Each and every day during which a violation continues shall be deemed to be a separate offense. Notice of violations shall be issued by the building inspector.

Sec. 38-~~1140~~. - Emergency conditions.

In any case where the building inspector determines that there are emergency conditions dangerous to life, health, or property affecting an historic structure, site, or a property in an historic district, the city may order the remedying of these conditions without the approval of the commission. The city shall promptly notify the commission of the action being taken. When the emergency conditions do not require demolition, the city shall make every effort to carry out the intent of this chapter and to use the design guidelines of the commission when remedying the emergency conditions.

Sec. 38-~~124~~. - Separability.

If any provision of this chapter or the application thereof to any person or circumstance is held invalid, the remainder of this chapter and the application of such provision to other persons or circumstances shall not be affected thereby.