



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, December 18, 2023

6:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Jonathon Hansen

Attendee Name	Title	Status	Arrived
Patrick Boyd	Commissioner	Present	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Chairperson	Present	
Mark Reinhart	Commissioner	Present	
Jane Schueller	Commissioner	Present	
Adam Turriff	Commissioner	Present	

Also present: City Planner Peter Schlein. Ald. Hansen introduced the new member of the Commission, Mark Reinhart. Mark introduced himself to the Commission.

2. Approval of the minutes of the October 16, 2023 Historic Preservation Commission meeting.

Gene Hackbarth noted a spelling error on page 3, item 7. The letter d is missing from Patrick Boyd's name. City Planner Peter Schlein noted that the correction will be made by staff before the final minutes are published. Gene Hackbarth moved, seconded by Patrick Boyd, to approve the correction. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Patrick Boyd, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC.

There were no public comments.

RESULT:	DISCUSSED
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4. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen and Adam Turriff.

Ald. Hansen provided an update on the historic district signage project. City Planner Peter Schlein noted that the printed signs will be delivered sometime this week. The team needs to work on how to notify the homeowners. Staff suggested to close out the project as a 2023 project and continue the sign distribution as a separate project in 2024. Ald. Hansen suggested waiting until spring to roll out the distribution of the signs. Adam Turriff moved, seconded by Gene Hackbarth, to close the district signage project and move forward with the sign distribution as a separate project in 2024. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Adam Turriff, Commissioner
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

5. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen.
- Ald. Hansen provided an update on the proposed local designation of three commercial properties and three residential properties. He stated that only one of the property owners reached out to express interest in a local designation. The owner of 823 N Broadway expressed some concerns and wants to set up a meeting with herself and a few of her neighbors to discuss the process in more detail. She is interested in meeting January after the holidays. Staff recommended closing out this project and beginning as a new project in 2024. Gene Hackbarth moved, seconded by Adam Turriff, to close out the project. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

6. Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.
- Gene Hackbarth provided an update to the application he prepared and submitted in December for a 2024 CLG sub-grant to nominate and designate the Former State Bank of De Pere at 127 N Broadway Street on the state and national registers. City Planner Peter Schleinz explained that the grants are reviewed in January and staff will be notified by the state in February with a confirmed approval in June or July. He noted that part of the submittal process requires cost estimates. There were three estimates received, which ranged from \$2000 to \$6000. Staff recommended approval of the completed project for 2023. Ald. Hansen moved, seconded by Patrick Boyd, to approve the completed project. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Patrick Boyd, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

7. Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen.
- Ald. Hansen noted that this project will need to be moved to next Spring. Ald. Hansen moved, seconded by Jane Schueller, to accept this project as completed and carry it over as a new project for 2024. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Jane Schueller, Commissioner
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

8. Consideration and possible action on new projects proposed to be completed by HPC in year 2024, including the establishment of a timeline to complete each task.

City Planner Peter Schleinz asked the Commission members to create a timeline for new projects to be completed in 2024. He suggested that the commission members think about it and get back to staff in a week with what projects each member wants to work on. Gene Hackbarth reminded the members that May is Historic Preservation month so that would be a good month for an educational program. Adam Turriff moved, seconded by Gene Hackbarth to receive and place the item on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Adam Turriff, Commissioner
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Hackbarth, Hansen, Reinhart, Schueller, Turriff

Adjournment

Patrick Boyd moved, seconded by Jane Schueller, to adjourn the meeting at 6:39 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker