



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, July 20, 2015

6:00 PM

De Pere City Hall Council Chambers

Call to Order

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

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

Also present: City Planner Sarah Wallace, Planning Director Ken Pabich, and Administrator Larry Delo.

2. Approval of the minutes of the June 15, 2015 meeting.

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

3. Update on the Front Street Mural Project.

Mike Fleck reported that the student group from De Pere High School has completed the mural restoration. They would still like to add to the three panels on the north end, but have not completed a design proposal yet. Staff noted that the design would have to be presented to the Department of Public Works for approval. Fox 11 News ran a story on the project; the students were very enthusiastic and grateful for the opportunity to work on the mural.

4. Update and Concurrence on St. Norbert College Historic Place Nomination Selected Consultant.

Sarah Wallace reported that the city received two proposals for the St. Norbert College intensive survey. Staff is requesting concurrence from the Commission to award the contract to consultant Timothy Heggland, who provided the lower bid. Gene Hackbarth motioned, seconded by Brian Netzel, to recommend that Timothy Heggland be awarded the contract. Upon vote, motion carried unanimously. This item will be forwarded to the Common Council for approval.

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

5. Update on 2015-2017 State Budget and the Wisconsin Historic Tax Credit Program.

Sarah Wallace reported that while the governor had multiple provisions in the budget proposal that would have affected the Historic Tax Credit program, they were all removed from the final version. The moratorium does remain on credits for non-National Register buildings built prior to 1936.

6. Review of Process and information for Local Historic Districts within the City.

Staff would like to create information packets and document the process by which residents could request local landmark status for their properties or district, and is requesting input from Commission members. The written documentation could include an application form and instructions, an outline of the designation process, and a definition of the certificate of appropriateness, which is an implementation of what is required.

Ken Pabich explained that a request to become a local district triggers a review by the Historic Preservation Commission, but what that review includes needs to be specified. Residents would need to determine what level of preservation they are looking for, which would provide guidance to the Building Inspection department for enforcement.

Discussion followed regarding how to disseminate information from the Neighborhood Preservation Plan to homeowners in those districts. Staff would like to establish a process prior to scheduling any type of meeting with property owners. Current City ordinance states that the Historic Preservation Commission has the authority to create guidelines for the establishment of local districts; staff does not anticipate any ordinance changes being necessary as part of this process.

The group also discussed inclusion of information on whether a contributing property owner within a district can request a designation, or whether it requires a certain percentage of property owners. The documentation should also state clearly what rights, if any, the property owner would be relinquishing with local landmark designation. The intent is that the applicant should include specifics as to what would be "reviewable".

Sarah Wallace will create draft documentation and present it at a future meeting. Members can then make changes and approve the final process.

7. Information Items - St. Norbert College Walking Tour Presentation and Wisconsin Association of Historic Preservation Commissions Presenter.

Sarah Wallace reported that St. Norbert College Professor Amy Trollinger & student Eric Konop will be presenters at the Wisconsin Historical Society State Conference on October 10th, 2015, sharing their experiences in researching historic campus buildings for the SNC Day Walking Tour.

Bill Schmickle, author of "Preservation Politics: Keeping Historic Districts Vital" will be the keynote speaker at the April 2016 WAHPC Conference in De Pere.

8. Future Agenda Items.

None.

Adjournment

Scott Crevier motioned, seconded by Adam Turriff, to adjourn the meeting at 6:26 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen