



Historic Preservation Commission

Regular Meeting

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

Final 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	Alderpersion	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, Alderpersion
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

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