



Historic Preservation Commission

Regular Meeting

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

Final Minutes

Monday, June 19, 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	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Vice Chairperson	Present	
Adam Turriff	Commissioner	Present	
Jonathon Hansen	Chairperson	Present	

Also present: City Planner Peter Schleinz.

2. Approval of the minutes of the April 17, 2023 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Commissioner
SECONDER:	Adam Turriff, Commissioner
AYES:	Boyd, Fleck, Hackbarth, Turriff, Hansen

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

City Planner Peter Schleinz introduced Patrick Boyd as the newest member of the HPC. He also noted that the property at 106 N Broadway was de-listed by the Wisconsin Historical Society earlier this month. This is the building that was destroyed by fire in 2019.

RESULT:	DISCUSSED
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4. Discussion about a recently completed 2023 Project: Review of Historic Preservation Ordinance for user-friendliness when used by Certificate of Appropriateness applicants.

City Planner Peter Schleinz noted that Adam Turriff and Gene Hackbarth completed the first project of the year regarding the Certificate of Appropriateness application. Peter noted that the form is in a test phase now and the application will be added to the City website once all the digital forms are updated.

RESULT:	DISCUSSED
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5. Consideration and possible action on the proposed educational/city heritage program for an HPC member-driven public announcement about the virtual historic walking tour. Presentation update by Jonathon Hansen and Mike Fleck.

Ald. Hansen provided an update to the virtual historic walking tour. It is housed on Definitely De Pere's website. He reported that the GPS capability is not currently working so Definitely De Pere is still working on this issue. The project is currently in a holding pattern until this issue gets resolved. Once the issue is resolved, Ald. Hansen and Gene Hackbarth would like to launch a physical walking tour for the public to attend. Gene noted that the photos are fuzzy when he viewed them on his laptop. City Planner

Peter Schleinz noted that the photos are meant to be viewed on a mobile device so they will be a bit fuzzy on a larger device. Ald. Hansen moved, seconded by Gene Hackbarth, to continue working with Definitely De Pere to schedule a date for the tour. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Patrick Boyd, Mike Fleck, Adam Turriff, Jonathon Hansen
EXCUSED:	Gene Hackbarth

6. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.

Ald. Hansen provided an update on the progress of the historic district signage project. Gene Hackbarth asked when the signs will be ready. City Planner Peter Schleinz stated that it could take up to 5-6 weeks to print the signs. He added that there would be no charge to the property owners for the signs. Adam Turriff asked about installation of the signs. Installation will be the responsibility of the property owner. A decision was made to print all the signs for every house in the district. Ald. Hansen made a motion, seconded by Adam Turriff, to receive the update and place it on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Boyd, Fleck, Hackbarth, Turriff, Hansen

7. Consideration and possible action on the proposed state and federal historic designations of three properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen provided an update on the proposed state and federal historic designations of three properties. Discussion followed and a decision was made to send letters to both 107 N Broadway and 127 N Broadway. It was requested that staff make some tweaks to the letter before mailing them out. A request was also made to have staff look into the new owner of the Old Post Office building and possibly send a letter. City Planner Peter Schleinz noted that one of the banks also changed ownership recently, so may need to hold the letter. Adam Turriff moved, seconded by Patrick Boyd, to approve sending letters to the above mentioned property owners. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Adam Turriff, Commissioner
SECONDER:	Patrick Boyd, Commissioner
AYES:	Boyd, Fleck, Hackbarth, Turriff, Hansen

8. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen asked for feedback on properties the HPC would like to propose for local designation of three commercial and three residential properties. Gene Hackbarth suggested the old library (300 block of Main Ave). Adam Turriff suggested going through the buildings listed on the virtual walking tour to identify some that way. Ald. Hansen motioned, seconded by Gene Hackbarth, to direct the sub-committee to identify 3

residential and 3 commercial properties and bring them back to the next meeting. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Boyd, Fleck, Hackbarth, Turriff, Hansen

Adjournment

Mike Fleck moved, seconded by Patrick Boyd, to adjourn the meeting at 6:43 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker