Historic Preservation Commission

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

Regular Meeting

Final Minutes

Monday, December 16, 2013 6:00 PM De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:10 PM by Committee Member Mary Jane Herber

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderperson	Excused	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Mary Jane Herber	Committee Member	Present	
Tom Monahan	Commissioner	Absent	
Brian Netzel	Commissioner	Present	
Carla Nicks	Commissioner	Present	

Also present: City Planning Director Ken Pabich.

2. Approval of the minutes of the November 18, 2013 meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Mike Fleck, Commissioner
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan
EXCUSED:	Scott Crevier

3. Sign at the fountain on James Street update.
Gene Hackbarth reported that the sign has been ordered, and the down payment check has been processed and sent to Fossil Industries. Production will take approximately 60 days. Orde Advertising will receive the completed sign and install it into the frame. City staff will then pick it up and install it at the site. Discussion followed about the possibility of recycling the old sign.

4. Plaques for National Register properties in business districts update.
Carla Nicks reported that 25 signs have been ordered. The owners' payments have been received, and the down payment has been sent to the Erie Company. Ken Pabich stated that the budget doesn't fiscally close as of January 1st, so even if the plaques are received in January, the remainder of the invoice will be paid from this fiscal year. The group thanked Carla for her hard work on this project. Carla also reported that Stowe Drugs will be called the Phipps Building. During their research they determined that it has been the site of a saloon before becoming a drug store in 1900. Tax records for the west side only go back to 1883, so that is the date they used for the plaque. Gene requested a copy of the summary of how it came to be named, to give to the building owner.

5. Historic Preservation Division - 2012-2013 sub grants.
Mary Jane Herber, Gene Hackbarth, and Katherine Royle attended the Historic Preservation Review Board meeting in Madison on November 22nd. Tim Heggland presented the nominations, and they were very well received by the Board. The Baeten & Krause buildings are now listed on the State Register of Historic Places. The nominations will continue through the process for listing on the National Register, which should take approximately three to four months. Mary Jane expressed her opinion that it is valuable to attend in order to raise the visibility of the Commission, which is important

when grants are discussed. Gene stated that Tim did an excellent job in preparing and presenting the nominations.

6. Maps on City website.
   The historic district maps are on the website, but some of the links have been broken because of a problem with the city's website provider. Discussion followed about adding keyword searches to assist users in finding the maps, as well as adding them to the A-Z index.

7. Assembly Bill 147 - Historic Property tax credits report.
   The amended version of Assembly Bill 147 was signed last week by Governor Walker at Hotel Northland in Green Bay. The bill provides for a 20% state and 20% federal income tax credit for expenditures of at least $50,000 on improvements to commercial properties on the National Register of Historic Places. There are design guidelines that must be met in order to qualify. Gene stated that this information has not yet been updated on the State Historical Society website. Gene will request a template from them for this type of project to provide a clear understanding of how the process will work. He suggested inviting Mark Buechel and/or Jim Draeger from the State Historical Society to speak about this new credit.

8. Report on changes to Chapter 54-8 of De Pere Municipal Code for the moving or razing of buildings.
   Ken Pabich reported that the draft of the new razing ordinance was approved by the Finance/Personnel Committee last week, and will go before the City Council on December 17th. The ordinance will also require a second reading by the Council on January 7th.

9. Programs and community education.
   No update.

10. Report on properties and status.
    127 N. Superior St was recently sold to Mary Kay Jauquet.

11. Future agenda items.
    Mary Jane Herber would like to request a budget report on a bi-monthly basis to track expenditures. Ken Pabich will provide that information. Mary Jane also plans to create a reference binder of all of the city's National Register properties. Gene Hackbarth suggested that the National Park Service number for each property be included.

Adjournment

Brian Netzel motioned, seconded by Gene Hackbarth, to adjourn the meeting at 7:05 PM.

Respectfully submitted,
Carey Danen