



Redevelopment Authority

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

Regular Meeting

Agenda

Tuesday, May 26, 2020

6:30 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Redevelopment Authority** of the City of De Pere will be held on **May 26, 2020** at **6:30 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call
2. Approval of the minutes of the February 24, 2020 Redevelopment Authority meeting.
3. Consideration and possible action regarding a Facade Grant Request for 101 S. Broadway (Parcel ED-833). *

Adjournment

Any person wishing to attend this meeting, who, because of disability, requires special accommodations should contact the Development Services Department at 339-4043 by noon on the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Andy Krans, Saks Holdings LLC



City of De Pere, Wisconsin

Request For Redevelopment Authority Action

MEETING DATE: May 26, 2020

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the February 24, 2020 Redevelopment Authority meeting.

ATTACHMENTS:

- RDA_Feb2020_Minutes_Draft (PDF)



Redevelopment Authority

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

Regular Meeting

Draft Minutes

Monday, February 24, 2020 6:00 PM De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairman Ted Penn

Attendee Name	Title	Status	Arrived
Jerry Henrigillis	Board Member	Present	
Carol Karls	Board Member	Present	
Ted Penn	Chairman	Present	
Tina Quigley	Board Member	Excused	
Lisa VandenAvond	Board Member	Present	
Joe Van Deurzen	Board Member	Excused	
Julie Van Straten	Vice Chair	Excused	

Also present: Development Services Director Daniel Lindstrom, City Planner Peter Schlein, and members of the public.

- Approval of the minutes of the January 27, 2020 Redevelopment Authority meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa VandenAvond, Board Member
SECONDER:	Jerry Henrigillis, Board Member
AYES:	Jerry Henrigillis, Carol Karls, Ted Penn, Lisa VandenAvond
EXCUSED:	Tina Quigley, Joe Van Deurzen, Julie Van Straten

- Review of Request of Wisconsin Public Service for Utility Easement.

Development Services Director Daniel Lindstrom reviewed the utility easement request for 221 S Broadway. He reported that the Mulva Cultural Center/De Pere Cultural Foundation Inc. has requested to add a 12 foot utility easement on the Lewis Street side of 221 S Broadway Street. The City Attorney has reviewed the easement documents, which may be revised but the general location of the proposed easement will remain the same. Staff recommended approval of the utility easement request. Jerry Henrigillis asked if the easement is under the street. Daniel replied that the easement will be under the street and will go 12 feet in from the curb. He added that the RDA has already approved the transfer of ownership of the land, but because the RDA still owns the land, the Foundation needed to request the easement from the RDA.

RESULT:	NO ACTION
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- Resolution #RDA 20-01 Authorizing Grant of Utility Easement (ED-812; 221 South Broadway).

Carol Karls moved, seconded by Jerry Henrigillis, to approve the staff recommendation and Resolution #RDA20-01. Upon vote, motion carried unanimously.

Attachment: RDA_Feb2020_Minutes_Draft (9611 : Approval of the minutes of the February 24, 2020 Redevelopment Authority meeting.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Carol Karls, Board Member
SECONDER:	Jerry Henrigillis, Board Member
AYES:	Jerry Henrigillis, Carol Karls, Ted Penn, Lisa VandenAvond
EXCUSED:	Tina Quigley, Joe Van Deurzen, Julie Van Straten

Adjournment

Jerry Henrigillis moved, seconded by Lisa Vanden Avond, to adjourn the meeting at 6:20 PM.
Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Redevelopment Authority Action

MEETING DATE: May 26, 2020

DEPARTMENT: Redevelopment Authority

FROM: Daniel Lindstrom

SUBJECT: Consideration and possible action regarding a Facade Grant Request for 101 S. Broadway (Parcel ED-833). *

ATTACHMENTS:

- RDA Memo 101 S Broadway - May 2020 (PDF)
- 101 S Broadway - DePere Facade Grant (PDF)
- 101 N. Broadway Facade Plans (PDF)

CITY OF DE PERE MEMO



To: Redevelopment Authority (RDA)
From: Daniel Lindstrom, Development Services Director
Date: May 26, 2020

RE: **Consideration and possible action regarding a Facade Grant Request for 101 S. Broadway (ED-833)**

Saks Holdings, LLC (Andrew Krans), building owner, submitted the attached façade grant application for 101 S Broadway (Parcel ED-833). This building is also known as the Lamp Shade Unlimited Building. This is a highly visible building located on Broadway and adjacent to the George Street Plaza. Recently Saks Holdings, LLC (Andrew Krans) secured two façade grant approvals for buildings located at 123 S Broadway and 368 Main Ave. The owner completed the façade renovations in early 2020. Renovation on 101 S. Broadway started this past month. While work typically should not start before RDA review, the current pandemic enabled contractors to do work downtown with minimal disruption to the rest of the downtown and surrounding businesses. The program guide allows for work completed up to 90 days after the initial application submittal.



Façade Grant Eligibility

- TID District: TID No. 7 – Downtown East
- Building Length: 135 total linear feet measured adjacent to road right of way
Front: 35'
Rear: 60'
Side: 35'
- Eligible Grant Amount: \$30,000
- Historic Designation: The property is part of the South Broadway Historic District

From the Wisconsin State Historical Society Website:

The South Broadway Historic District contains the most intact concentration of nineteenth-century commercial buildings on the east side of the river. By 1882, small, mostly wooden commercial buildings lined the 100 and 200 blocks of N. and S. Broadway. On the night of April 23, a devastating fire destroyed all of the buildings on both sides of the 100 and 200 blocks of S. Broadway. Work on their replacements began almost as soon as the ashes were cold and by the end of the year, five of the District's six contributing buildings were ready for their first occupants. These consist of one and two-story cream brick-clad buildings that all face west onto the 100 block of South Broadway. The unusual circumstances surrounding their construction can still be discerned by the way the facade of one building blends seamlessly with the one adjacent to it. Normally, buildings like these display clear dividing lines that show where one building ends and the other begins, but in this case, since almost all of these buildings were under construction at the same time and their builders were all using the same cream brick to build them, the results were buildings whose main facades have no visible edges. The district remains a visually coherent and architecturally distinct collection of historic commercial buildings in De Pere.

Project Summary

The applicant has submitted the example rendering below for the building and has included cost estimates on the attached application. These are estimates and the applicant is pulling together additional quotes. The applicant proposes to remove the paint from the old brick and install new window and door systems to return the widows to the former size and scaling. The applicant did not include any of the architectural, structural engineering expenses in the application. The applicant had already surpassed the total necessary to receive the maximum funding. Development Services staff are working with the applicant to secure final estimates.



Project Details

101 S Broadway Façade Grant - Façade Grant Project Estimate (Applicant Submission)

Vendor	Detail	Amount	Eligible	Notes
Miller Masonry	Exterior Brick Work	\$25,000.00	<input checked="" type="checkbox"/>	
	Window and Door Systems	\$30,000.00	<input checked="" type="checkbox"/>	Contractor/Quote still needed
	Demo/Removal	\$5,000.00	<input checked="" type="checkbox"/>	Contractor/Quote still needed
	Roof/Facia Soffit Cap	\$35,000.00	<input checked="" type="checkbox"/>	Contractor/Quote still needed
	Exterior Paint Stairs, Etc	\$2,500.00	<input checked="" type="checkbox"/>	Contractor/Quote still needed
	Electrical/Misc	\$10,000.00	<input checked="" type="checkbox"/>	Contractor/Quote still needed
			<input type="checkbox"/>	
Total		\$107,500.00		
Total Eligible		\$107,500.00		
\$1 Investment		\$53,750.00		Grant Maximum
\$1 Grant Match (Maximum)		\$30,000.00		\$30,000


The applicant is eligible for the grant maximum of \$30,000.

2020 TID #7 Façade Grant Funds (\$60,000 proposed)

123 S. Broadway (Broadway Theater)	\$6,800 (approved 2019)
101 S Broadway (pending approval)	\$30,000
Remaining Façade Grant Funds (if approved)	\$23,100

Recommendation

Staff recommends approval of the Façade Grant Award for 101 S. Broadway in an amount not to exceed \$30,000.00, and that the recommendation be forwarded to Council, subject to the final grant payment be calculated per program requirements based on receipt review, or recommend that the applicant submit additional project details to be reviewed at a future RDA meeting.

	CITY OF DE PERE APPLICATION FOR FAÇADE GRANT	Receipt #: Date:
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The City of De Pere, in conjunction with Downtown De Pere Inc., will assist with façade improvements for commercial properties located within the boundaries of designated Tax Increment Districts (TID). Applications will be acted upon on a first come first serve basis. See the back of this form for funding requirements and review process.

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information			
Applicant Name (Ind., Org. or Entity) Saks Holdings, LLC		Authorized Representative Andrew Krans	
Title Senior Partner			
Mailing Address 109 N. Broadway		City DePere	State WI
ZIP Code 54115			
Email Address atkrans@gmail.com		Phone Number (incl. area code) 920-371-5032	Fax Number (incl. area code)
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Name (Ind. Org. or Entity) Same		Contact Person	
Title			
Mailing Address		City	State
ZIP Code			
Email Address		Phone Number (incl. area code)	Fax Number (incl. area code)
SECTION 3: Project or Site Location			
Project Address/Description Facade restoration at 101 S Broadway / Hahn Buidling			Parcel No.
SECTION 4: Project Information			
Project Description:	Facade Restoration, Removal of paint on brick, tuck /point, Windows, Doors, etc.		
Estimated Start Date:	May 1st, 2020	Estimated Completion Date:	TBD
Existing Façade Photo (attach):		Design Drawing (attach):	
<i>Fill in below form with cost estimates based on category. Attach quotes to this application.</i>			
Category	Cost Estimate	Category	Cost Estimate
Exterior Brick Work	\$25,000.00	Roof/ Facia-Sofit Cap	\$35,000.00
Window/ Door Systems	\$30,000.00	Exterior Paint Stairs, etc	\$2,500.00
Demo/ Removal	\$5,000.00	Electrical/ Misc	\$10,000.00
Total Eligible Expenses:		Requested Grant Amount:	\$30,000.00
SECTION 5: Certification and Permission			
Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.			
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.			
Name of Owner/Authorized Representative (please print) Andrew Krans		Title 3/31/2020	Phone Number 920-371-5032
Signature of Applicant		Date Signed 3/31/2020	

Program Funding Requirements & Guidelines

1. Grant provides \$1 of City funds for \$1 of private funds for eligible expenses (100% match).
2. Grant maximum is determined by the length of building, measured along the total linear frontage of adjacent public right of way, up to \$30,000 per property.

Building Width	Maximum Grant Amount
1' to 60'	\$10,000
61'-120'	\$20,000
121'+	\$30,000

3. Property owners are limited to the grant maximum amount every ten years.
4. For projects restoring or renovating historic buildings (must be listed as contributing on the City of De Pere Intensive Survey), interior improvements and roof repair/replacement may be included in the project budget for the required matching dollars, but cannot be funded with façade grant dollars.
5. Funds reviewed and distributed on a 'first come, first serve' basis.
6. Applications should be reviewed by the RDA prior to work commencing on the project.
7. In rare cases (due to weather, contractor availability, etc), the RDA may consider approving funding for work completed up to 90 days after an application submittal.
8. Retroactive funding requests for work completed before an application submittal will not be considered.

City of De Pere Façade Grant Program Process

1. Application Submittal

- a) Property owner shall complete (1) hard copy and (1) PDF version of the grant application.
- b) Property owner shall attach (1) hard copy and (1) PDF version of the following:
 - A photo of the existing façade.
 - The proposed project design. Color rendering required.
 - The project cost estimates by major category (design, material, labor, etc).
 - Any other relevant information
- c) Application and attachments are submitted to the Development Services Director.

3. Review Process

- a) Internal Review
- b) Redevelopment Authority Review (may be preliminary or final)
- c) City Council Review
- d) In instances where a site plan is required, the Plan Commission may also review

4. Applicant Obtains Necessary Permits and Completes Project

5. Payment Process

- a) Applicant submits proof of payment for eligible activities to the Development Services Department, who will determine if appropriate match dollars have been spent.
- b) The Development Services Department will conduct a building inspection to ensure that the work has been completed according to plan.
- c) Payment request is completed and issued to applicant.

Please refer to the Façade Grant Guidelines for more information on the program objectives and a list of eligible and ineligible expenses.

City of De Pere MEMORANDUM



City of De Pere Façade Grant Program Guidelines *Approved by Common Council Resolution #18-67 (July 17, 2018)*

The below Façade Grant Program Guidelines have been prepared to provide clearer direction for potential applicants and to make the review process more efficient.

Program Objectives

1. Support the rehabilitation and renovation of exterior building facades in Downtown De Pere.
2. Support the job creation and business development in Downtown De Pere.
3. Support the renovation of historic buildings in Downtown De Pere.

Program Funding Requirements

1. Grant provides \$1 of City funds for \$1 of private funds for eligible expenses (100% match).
2. Grant maximum is determined by the length of building, measured along the total linear frontage of adjacent public right of way, up to \$30,000 per property.

Building Width	Maximum Grant Amount
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3. Property owners are limited to the grant maximum amount every ten years.
4. For projects restoring or renovating historic buildings (must be listed as contributing on the City of De Pere Intensive Survey), interior improvements and roof repair/replacement may be included in the project budget for the required matching dollars, but cannot be funded with façade grant dollars.

Program Guidelines

1. Program administered in conjunction with Definitely De Pere (Definitely De Pere provides feedback on design and serves as the Main Street Program contact for architectural services).
2. Architectural designs and renderings that implement a historic renovation and/or follow the Main Street Design Guidelines are highly encouraged.
3. Property must be located in a Downtown Tax Increment Financing District (TID 7, or 9).
4. Funds reviewed and distributed on a 'first come, first serve' basis.

5. Applications should be reviewed by the RDA prior to work commencing on the project.
6. In rare cases (due to weather, contractor availability, etc), the RDA may consider approving funding for work completed up to 90 days after an application submittal.
7. Retroactive funding requests for work completed before an application submittal will not be considered.
8. Façade grant funds may be used for any side of the building.
9. Funds are distributed only after receipts are submitted and a City building inspector reviews the work.

Eligible & Ineligible Expenses

Eligible Expenses

1. New Windows and Doors
2. Window and Door Repair
3. Exterior Demolition
4. Exterior Construction including, electric, materials, labor.
5. Exterior Lighting
6. Pressure Washing
7. Painting
8. Roof upgrade/replacement that improves the overall building appearance.
9. Gutters/Downspouts
10. Waste Disposal
11. Decorative Awnings (no business specific graphics)
12. Contractor's Fees – Profit – Overhead directly related to exterior work

13. Permanent Exterior Site Work – Landscape, hardscape, pedestrian amenities, pergolas, etc.
14. Signage (if included as part of a more extensive façade renovation project)
15. Restoration or renovation of historical identifying features that may not be relevant to the current building use (reviewed on a case-by-case basis)
16. Other expenses as approved by the Redevelopment Authority

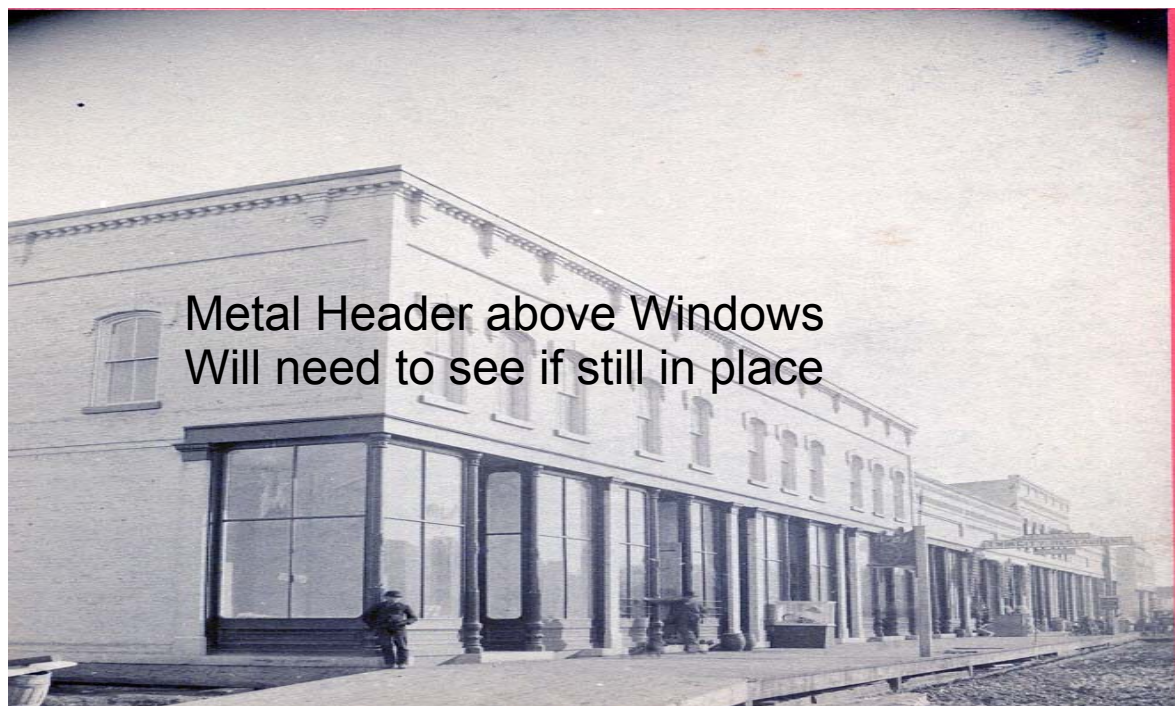
Ineligible Expenses

1. Signage as a standalone request
2. Any improvement that could be removed from the building as personal property.
3. Security Cameras
4. Interior Improvements
5. Design/Engineering/Professional Fees
6. Roof repair/replacement that does not alter the appearance of the building.

Requested expenses not specifically included in the above list will be reviewed on a case-by-case basis by the Redevelopment Authority and Common Council.



Chemical “Sand Blast” Upper and North side



Metal Header above Windows
Will need to see if still in place

Bottom facing brick, was wood? Load?

Door in middle of space, changed to right side for both
Upper entrance and main floor entrance.



101 N. Broadway without 107+ property. Door shown in Center. Iron post under brick? Facade? Header Support. Show with Glass will most likely be dark break metal as in Original photo, Decorative, period style accents on metal Header. Brick shows more “red” in color. Will be lighter as it is On 107+ buildings.

Notes:



Same notes as 101. This shows neighboring property not Owned by Saks Holdings, LLC. Will contact owner about Selling or interest in facade replacement at same time. Don't have good layout idea of floor plan and door placement For neighboring property.

Note: Metal flashing on header, building far right, cream Color most likely covering header or support load. Will Ask owner if he recalls the under header design. Would be Great to finish the lower right side the same as far right Building to keep the flow the same.

Note: Again these are huge windows. Possible only if Turba Building site has 5+ story building to block afternoon sun. Need to ask around about status of that development. Talk with Pat @ GB Glass about high end Low E glass, tints, Etc:
Notes: