

PUBLIC NOTICE OF MEETING

Pursuant to Wisconsin Statutes Section 19.84, notice is hereby given to the public that a regular meeting of the **Historic Preservation Commission** of the City of De Pere will be held at **6:00 p.m., May 20, 2013** in the **De Pere City Hall Council Chambers, 335 S. Broadway, De Pere, Wisconsin 54115.**

AGENDA

1. Roll Call.
2. Approve minutes of the April 15, 2013 regular meeting.
3. Update on demolition of building at 129 S. Broadway.
4. Main Street Program – Gene Hackbarth.
 - A. Discussion of representative at Commission meeting.
 - B. Meet and greet on Thursday, April 18, 6:00 – 7:00 p.m., St. Norbert College, Cofrin Hall.
5. Discussion on moving Historic Preservation Commission meetings to City Hall.
6. “Preserve America Community” street signs progress.
7. Plaques for National Register properties in business districts – Carla Nicks and Mike Fleck.
8. Membership - Wisconsin Association of Historic Preservation Commissions
- Wisconsin Trust for Historic Preservation
9. Legislation to increase the tax credit on historic commercial properties by the State of Wisconsin.
 - A. Update - Assembly Bill – 146
10. De Pere Neighborhood Preservation Plan and Local Landmarks Designation.
 - A. Lockkeeper's District - Local Landmark Designation – Harlan Kiesow
Fox River Navigational System Authority – May meeting
 - B. Residential property - 707 N. Broadway – Randall Wilcox House
11. Guidelines for Building Inspector – Mary Jane Herber and Carla Nicks.
 - A. City website showing historic buildings/district boundaries
 - B. Print materials
 - C. Razing permits – historic documentation
12. Programs and community education – reports.
 - A. Review of May 4 opening of Riverwalk Viewing Pier
13. Historic Preservation Division – 2012-2013 sub grants.
 - A. Tim Heggland
14. Report on properties and status.

15. Future agenda items.

16. Adjournment.

Mary Jane Herber, Chair
De Pere Historic Preservation Commission

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

Any person wishing to attend this meeting who, because of disability, requires special accommodation should contact the City Administrator's Office at 339-4044, to make arrangements.

AGENDA SENT TO:

Commission Members

Mayor

City Administrator

De Pere Chamber of Commerce

TV, Newspapers & Radio Stations

Joe De Rose, Historic Preservation Division, 816 State Street, Madison, WI 53706

City Planner

Alderspersons

City Attorney

Kress Family Branch Library

**De Pere Historic Preservation Commission Meeting Minutes
City of De Pere, Wisconsin – April 15, 2013**

A regular meeting of the Historic Preservation Commission was held on April 15, 2013, at 7:00 p.m. at White Pillars (De Pere Historical Society) 403 N. Broadway, De Pere, Wisconsin.

1. Roll Call.

Chair Mary Jane Herber called the meeting to order. Members present: Kathy Van Vonderen, Mike Fleck, Gene Hackbarth, and Mary Jane Herber. Members excused: Carla Nicks, Brian Netzel and Tom Monahan. Also present: City Administrator Larry Delo, Jennifer Johnson, Lois Wessel, Ruth Ann Reynen and Marie Elifritz.

2. Approve Minutes Of The March 18, 2013 Regular Meeting.

Chair Mary Jane Herber asked for approval of the minutes of the March 18, 2013 regular meeting. Mike Fleck motioned and Kathy Van Vonderen seconded. Motion carried.

3. Discussion Of The April 3, 2013 City Council Meeting On Walgreens Project.

Gene Hackbarth reported that the vote on the second reading of the approval of the Walgreens project between Broadway and Wisconsin Street at the south end of the 100 block had passed by a vote of 5 – 2.

In the discussion that followed it was explained that at the city council meeting of April 3, 2013 the city attorney reported that a petition in opposition to the project and signed by some nearby and adjacent property owners had been presented to her. In order for the petition to require three-quarter vote of aldermen present to approve the project, city ordinances No. 05-43, No. 08-19 and No. 09-25 require that 20% or more of signed petitioners own property immediately adjacent and within 100 feet therefrom or own property directly opposite thereto and extending 100 feet from the street frontage of such opposite land. Based on the criteria, the petition failed to require the three-quarter vote of aldermen present to approve the project.

The discussion moved on to the property at 129 S. Broadway which will be torn down for the Walgreens project. What architectural and building pieces of historic importance can be salvaged from the existing structure? The members talked about the windows, hardware, cream city brick, and the metal posts located on the front of the building. There may be some additional historic building components within the structure. How can this be handled so that these items remain in the area? Larry Delo said that Ken Pabich should be able to assist with this.

4. Main Street Program.

After discussion at the last commission meeting about the importance of having someone from the Board of the “Main Street Program”, also known as Definitely De Pere, be invited to participate as an ex officio member of the Commission. Members of the Definitely De Pere board are Julie Fronsee, President, Scott Hemauer, Vice-President, Pat Olejniczak, Kathy Rupiper, Tom Gavic, Lance Abts, Ryan Jennings and Ken Pabich. Allyson Watson is the Executive Director of the program. Gene Hackbarth said that he thought it was important for someone from the Main Street Board to attend the Historic Preservation Commission meetings because the two groups have many things to work on jointly. It is important for the discussion to be first hand rather than from indirect sources.

5. Moving Of Historic Preservation Commission Meetings To City Hall.

Larry Delo explained that the city wishes to televise all meetings of commissions and boards of the city. There was discussion by members of the Commission explaining that having the resources of the De Pere Historical Society available to use when reviewing a matter that has come up on the agenda via maps, photographs, printed materials which expedite discussion questions being answered. Currently the Park Board meets at the Municipal Service Center. There was discussion that previously there have been problems with being able to get into City Hall for meetings and that the doors were locked. Larry Delo assured the Commission members

that there would not be problems with either Commission members or members of the community to be able to attend the meetings of the Commission. Beginning in May the meetings of the Commission will be held at City Hall on the third Monday of the month.

6. **"Preserve America Community" Signs.**

Mary Jane Herber reported that she had talked to Ken Pabich about the signs and he indicated that he was going to talk to Brian Netzel about ordering the signs. It was explained to those present that the Commission is going to place seven "Preserve America Community" signs at vehicle entrance points into the City. The money is in the budget and currently seven of the fourteen entry points on state highways and county trunks are being marked. Kathy Van Vonderen asked if the other seven points will also be marked. It may be possible with future funding.

7. **Plaques For National Register Of Historic Places Properties.**

Mike Fleck reported that he and Carla Nicks have been measuring the front of the various commercial buildings which are on the National Register. The two districts are the 100 block of South Broadway on the east side of the street and the 300 block of Main Avenue on the south side of the street. Mike Fleck said that it appears that a 10 inch plaque will work. Kathy Van Vonderen said that if any Commission members are at Titledown Brewing in Green Bay they may want to review what those signs look like. There was discussion about the cost of the signs, and that the Commission will be able to pay for part of the plaques but that the property owners will have to pay for some of the costs also. Money has been carried over from last year for the plaques. This will continue until next month when Carla Nicks is also available for the discussion. Mike Fleck and Carla Nicks will continue with the plaque project.

8. **Membership In Preservation Organizations.**

Gene Hackbarth requested that he be allowed to attend the Wisconsin Association of Historic Preservation Commission meeting in Janesville on April 27th. Kathy Van Vonderen motioned the Historic Preservation Commission reimburse Gene Hackbarth for his expenses to attend the meeting, Mike Fleck seconded, motion carried. Gene Hackbarth then asked that the Commission renew the membership in WAHPC because it will lower the cost of the meeting from \$50.00 to \$40.00. Mike Fleck motioned to renew the membership in the Wisconsin Association of Historic Preservation Commissions, Kathy Van Vonderen seconded. Motion carried. Mary Jane Herber said that she would go to City Hall and take care of this membership. Additionally it was also motioned by Mike Fleck that the De Pere Historic Preservation Commission become members of the Wisconsin Trust for Historic Preservation, the cost is \$50.00, Kathy Van Vonderen seconded. Motion carried.

9. **Legislation To Increase Tax Credits On Commercial Property.**

Mike Fleck reported that he had called Assemblyman Chad Weininger about the bill that he was proposing along with Assemblyman Andre Jacques to increase the State Tax Credit on commercial/income generating properties from 5% to 25%. This amount would be in addition to the Federal Tax Credit of 20%. This tax credit would be applied to projects on National Register listed commercial buildings with infrastructure projects which were approved prior to the beginning of work. These projects must be approved by the Historic Preservation Division of the Wisconsin Historical Society. This bill will be significant to the maintenance of National Register properties and important to communities with significant historic properties. Gene Hackbarth stated that not only does this type of funding provide for the properties involved but also for the quality of life in the communities which will benefit directly and indirectly through these tax credits.

10. **De Pere Neighborhood Preservation Plan.**

Mary Jane Herber said that she had written a letter on behalf of the Commission to the Fox River Navigational System Authority in reference to signage on Government Island to acknowledge the donors of those sections of the Riverwalk Project which are located on Government Island. Mary Jane Herber reported that she and Gene Hackbarth will work on drafting a document for Harlan

Kiesow to present at a meeting of the Fox River Navigational System Authority to ask the City of De Pere to designate the De Pere Lock and Dam Historic District as a Local Landmark status. Although Harlan Kiesow has indicated that the Fox River Navigational System Authority has stated that they are interested in the Local Landmark Status they would like us to draft a document for the FRNSA to review and submit back to the DPHPC. Any document will have to be approved by the property committee of the FRNSA, which is chaired by Jim Draeger, Historic Preservation Officer of the Wisconsin Historical Society. The request will then have to proceed on to the full board of the FRNSA. Mary Jane Herber said that she is still trying to connect with Randy Lawton about his property at 707 N. Broadway.

11. Guidelines For Building Inspector.

Mary Jane Herber stated that there is some conflicting information on the street numbers for properties on the National Register in both the commercial and residential historic districts. Carla Nicks has been working to clarify this so that the individual buildings can be found on the City of De Pere website. There seems to be a difference between the number of buildings in the Intensive Survey and the number of buildings on the National Register nomination form. Mapping will indicate the various properties and property owners will have easy access to see if their property is on the National Register of Historic Places and the advantages that the tax credit process can provide to them.

Discussion about razing permits was brought up again. The concern on the part of the Commission is the historic documentation of properties which are approved to be razed. There seems to be a question about once a permit is issued how long before the actual razing of the "permitted" structure could begin. The Commission would like to see a reasonable amount of time between the issuing of the permit and the actual teardown. More information is needed.

Programs And Community Education.

Gene Hackbarth reported that on May 4th the dedication of the Riverwalk project will be held and that Adam Stueck, Mike Fleck, Christine Williams (Fox-Wisconsin Historic Parkway), plus two or three locktenders will help with historic tours and information. The tours will start on the hour at 1:00 p.m., 2:00 p.m. and 3:00 p.m. Any additional help is welcome. Mike Fleck reported that the Polo-Resto filling station will also be open. This will be the Preservation Commissions project during Historic Preservation Month.

12. Historic Preservation Sub-Grants 2012-2013.

Tim Heggland has signed the contract with the City to prepare the National Register of Historic Places applications for four properties as recommended by the Intensive Survey of 2001. Two of these properties are commercial and two of the properties are residential

13. Report On Properties.

The Commission has been provided information that since 2001 there have been 26 projects on buildings on the National Register of Historic Places. The amount of these projects is \$1.8 million with Federal and/or State Tax Credit of \$450,000.00 which was retained by property owners of these buildings.

14. Future Agenda Items

- a. The October 11-12, 2013 Local History & Preservation Conference will be held in Wisconsin Rapids.
- b. Progress of the demolition of the building at 129 S. Broadway

Motion to adjourn made by Kathy Van Vonderen to adjourn the meeting, seconded by Mike Fleck. Motion carried and the meeting adjourned at 8:30 p.m.