



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Agenda

Monday, April 20, 2015

6:00 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Historic Preservation Commission** of the City of De Pere will be held on **April 20, 2015** at **6:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115**.

Call to Order

1. Roll Call.
2. Approval of the minutes of the March 16, 2015 meeting.
3. Request from the Greater Green Bay Area Chamber of Commerce for data on historic properties in De Pere.
4. National Historic Preservation Month - May 2015.
5. Historic Preservation award from the Wisconsin Association of Historic Preservation Commissions (WAHPC).
6. Request from the Wisconsin Association of Historic Preservation Commissions to host the 2016 WAHPC spring meeting in De Pere.
7. Re-painting of the Front Street mural.
8. Future agenda items.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by Noon on Monday, April 20, 2015 so that arrangements can be made.

AGENDA SENT TO:

Commission Members
Alderspersons
Department Heads
News Media
De Pere Chamber of Commerce
Brown County Library, De Pere Branch
Joe De Rose, Historic Preservation Division

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: April 20, 2015
DEPARTMENT: Planning
FROM: Sarah Wallace
SUBJECT: Approval of the minutes of the March 16, 2015 meeting.

ATTACHMENTS:

- HPC_Minutes_Mar2015_Draft (PDF)



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, March 16, 2015

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:12 PM by Commissioner Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Present	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Commissioner	Present	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	

Also present: City Planning Director Ken Pabich.

2. Election of officers.

Ken Pabich requested nominations for the positions of chair and vice chair. Each Commission member was nominated in turn and declined, citing workload conflicts. Ken explained that the city has hired an associate planner, and therefore the meeting preparation workload will shift to staff. The chair position will entail finalizing the agenda with staff and running the meetings. Ken stated that the Commission has done an awesome job, but other city boards have traditionally had more staff support, and this board will now be able to shift in that direction as well. Mike Fleck motioned, seconded by Gene Hackbarth, to nominate Brian Netzel for the position of vice chair. Upon vote, motion carried unanimously. Sue Sands motioned, seconded by Adam Turriff, to nominate Mike Fleck for the position of chair. Upon vote, motion carried unanimously.

3. Approval of the minutes of the January 19, 2015 meeting.

Gene Hackbarth motioned, seconded by Scott Crevier, to approve the minutes as amended. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Scott Crevier, Aldersperson
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sands, Turriff

4. 2015 budget review.

Ken Pabich reviewed the budget report, noting that it has been changed to include line item detail for transactions. Scott Crevier requested additional detail for the carryover request, which is going before the Finance Committee next month. The group agreed that the budget report can be presented to the Commission on a quarterly basis rather than monthly. Gene Hackbarth motioned, seconded by Adam Turriff, to accept the budget report. Upon vote, motion carried unanimously.

Attachment: HPC_Minutes_Mar2015_Draft (3300 : Approval of the minutes of the March 16, 2015 meeting.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sands, Turriff

5. Historic marker for the Minahan Stadium site.
Sue Sands reported that she met with Abbot Neville to outline expectations for the marker project. The Abbot provided Sue with some books that can be used for research, and also offered the services of their landscapers to erect the plaque. Discussion followed regarding a custom/private marker versus a state marker. Abbot Neville did not express a preference. Ken will provide the state marker requirements to Sue and Brian Netzel, and offered that city staff can take the lead on the project if they wish.
6. Update on National Historic Register nominations for two residential properties.
The National Register entries for the Gutknecht and Heyrman houses are complete. No further action is needed. Gene Hackbarth suggested that these owners also be invited to a council meeting in the near future for recognition.
7. National Historic Register nomination for Nicolet High School.
This nomination is scheduled for the May 8th review board meeting in Janesville. Gene Hackbarth recommended that representatives from both the Historic Preservation Commission and St. Norbert College should attend the meeting. Gene will work with the college to obtain a written document to present at the review board meeting.
8. WI Historical Society sub-grant award for St. Norbert College campus survey.
The Commission has been awarded an \$8,000 sub-grant to hire a consultant to perform an intensive survey of all St. Norbert College buildings that are 40 years and older. The survey will identify buildings that are eligible either as standalone or contributing buildings for the National Register of Historic Places. Ken Pabich and Gene Hackbarth will be working with the college, as soon as official notice is received, to begin the process of soliciting proposals for the survey. The project should be completed by the end of this year.
9. Historic Register plaques for the N. Broadway district.
The City's Planning Department intern conducted research to identify the names of the original owners/builders of the homes in the N. Broadway district. He used the intensive survey, an old tour book of the district, and the original district nomination document. Ken Pabich reported that there are still 15 properties with no identifying information; he requested guidance from Commission members on how to proceed. Discussion followed regarding the possibility of creating plaques without names, as well as potential sources for further research, such as Sanborn fire maps, tax records, and current homeowners. The group agreed to conduct further research prior to sending out the survey letters to residents. The new Planning Department staff member will work on this project, and bring it back for the May agenda.
10. Planning for Historic Preservation Month activities - May 2015.
Adam Turriff has secured the assistance of Alyson Watson with Definitely De Pere for the scavenger hunt activity. She suggested gearing the scavenger hunt either for children or adults but not both. He asked Commission members to submit 3-5 photos and/or ideas

of commercial properties by April 15th and he will work with Alyson to post them on the Definitely De Pere website and social media accounts.

Gene Hackbarth is putting together a workshop on historic tax credits to be held on May 19th. It will include representatives from the Wisconsin Historical Society, the Department of Revenue, and the Wisconsin Economic Development Corporation. A specific time for the presentation has not been set, but will most likely be in the 2:00 - 5:00 time frame. The Fort Howard Theatre at St. Norbert College's Bemis Center can be rented at a cost of \$300. Sue Sands motioned, seconded by Scott Crevier, to approve the expense. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sue Sands, Commissioner
SECONDER:	Scott Crevier, Alderperson
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sands, Turriff

11. Discuss the status of the Front St. mural.

The Front Street mural was created 25 years ago for the City's 100th anniversary. Sue Sands has received a few inquiries from citizens asking if the mural can be re-painted. She reported that an art teacher at De Pere High School is willing to paint it with a group of students; a citizen has also volunteered to donate the paint. Ken Pabich stated that the site of the mural has been identified for redevelopment in the City's master plan; there is concern about citizens investing time and money in renovation if it may eventually come down. Scott Crevier suggested exploring alternative sites, noting that it would be a shame to waste the resources of citizens who are willing to take on this type of project. Ken suggested that Sue refer her contact to Mayor Walsh, who could discuss options with them.

12. Proposal to meet with Historic Preservation Commissions from surrounding communities.

Mark Steuer from the Brown County Trust for Historic Preservation has proposed organizing a meeting of local historic preservation commissions to share ideas and information. Ken Pabich suggested that one or two representatives from this Commission attend and report back; if most of the Commission members would attend, it would then become a formal meeting of a City board and as such would have to be publicly noticed, with a formal agenda and minutes. Mike Fleck volunteered to attend the first meeting.

13. Future agenda items.

Nomination submission to the Wisconsin Association of Historic Preservation Commissions in the Advocacy Category for the Lockkeeper's House project. Ken Pabich requested that members submit agenda items to staff by the Monday prior to meetings.

Adjournment

Adam Turriff motioned, seconded by Brian Netzel, to adjourn the meeting at 7:23 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Request from the Greater Green Bay Area Chamber of Commerce for data on historic properties in De Pere.

The Greater Green Bay Area Chamber of Commerce (GGBACC) is working to inform state legislators about the proposed budget and its adverse effect on the Wisconsin Historic Tax Credit program. GGBACC has requested that the Historic Preservation Commission provide them with data on the number of commercial buildings listed on the National Register, as well as buildings built prior to 1936.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: National Historic Preservation Month - May 2015.

Discussion of plans for the Historic Tax Credit workshop on May 19th; mailing attachments below.
Update on plans for the architectural scavenger hunt.

ATTACHMENTS:

- HPC_Workshop_Flyer (PDF)
- HPC_Tax Credit Workshop_Mailing List (PDF)

The Wisconsin Historical Society, Wisconsin Economic Development Corporation,
Wisconsin Department of Revenue, the Cities of De Pere and Green Bay, the Brown County
Historical Society and the Brown County Trust for Historic Preservation present:

Historic Rehabilitation Tax Credits in Wisconsin

A free workshop for owners of historic residences and
historic income-producing buildings on the use of
Historic Rehabilitation Tax Credits in Wisconsin.

Tuesday, May 19th, 2015

2:00 PM—4:30 PM

Fort Howard Theater

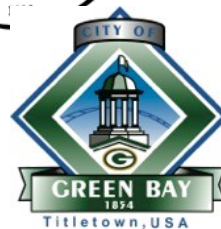
Bemis International Center

St. Norbert College

De Pere, WI

To register email: cdanen@mail.de-pere.org

Attachment: HPC_Workshop_Flyer (3305 : National Historic Preservation Month - May 2015.)



Background photo courtesy
© Melinda Roberts/
Wisconsin Historical Society

Presenters and Facilitators

Mark Buechel

Preservation Architect

Wisconsin Historical Society

Dale Kleven

Revenue Tax Specialist

Wisconsin Department of Revenue

Craig Kvammen

Tax Analyst

Wisconsin Department of Revenue

Naletta Burr

Wisconsin Economic Development Corporation

Topics to be Covered

Wisconsin 25% Historic Residential Tax Credit

Federal 20% Historic Rehabilitation Tax Credit

Wisconsin 20% Certified Historic Tax Credit

Federal 10% Tax Credit for non-historic, pre-1936 structures

Overview of Secretary of Interior Standards for Rehabilitation

Eligible properties

Eligible expenses

Minimum investment requirements

Transferability rules

Application process

Case studies (Large and small)

Mailing list for Historic Tax Credit Workshop May 19, 2015

City of Green Bay
Kim Flom
Planning & Community Development

Downtown Green Bay Inc
Jeff Mirkes, Executive Director

On Broadway, Inc
Tara Gokey, Executive Director

Village of Allouez
Brad Lange, Administrator

Village of Ashwaubenon
Kristan Sanchez, Planner/Developer

Brown County
Chuck Lamine, Planning Director

Village of Howard
David Wiese, Executive Director

Village of Suamico
Steve Kubacki, Administrator

Village of Wrightstown
Steve Johnson, Administrator

City of Seymour
Mayor Judith A. Schuette

City of Seymour
Mayor Judith A. Schuette

Village Pulaski
Reed Woodward, President

Village of Denmark
J. Everett Mitchell, Administrator

Village of Luxemburg
Josh Salentine, President

City of Kewaunee
Brian W. Kranz, Administrator

City of Algoma
Jeff Wiswell, Administrator

Door County
Mariah Goode
Planning Director

City of Sturgeon Bay
Marty Olejniczak
Community Development Director

Manitowoc
Nicholas Sparacio
Community Development Director

City of Two Rivers
Greg Buckley, City Manager

Bay-Lake Regional
Planning Commission
Richard L. Heath, Director

East Central Wisconsin
Regional Planning Commission
Eric Fowle, Director

City of Appleton
Karen Harkness, Director

City of Menasha
Greg Keil, Director

City of Neenah
Chris A. Haese, Director

City of Kaukauna
Robert L. Jakel, Director

Outagamie County
Kara Homan, Planning Director

Calumet County
Anthony Real, Director

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Historic Preservation award from the Wisconsin Association of Historic Preservation Commissions (WAHPC).

Discussion and possible action regarding the nomination submitted by Gene Hackbarth for a Historic Preservation Advocacy award which is sponsored by WAHPC. The De Pere Historic Preservation Commission will receive an Honorable Mention in that category at the 2015 WAHPC spring conference on April 25th in La Crosse.

ATTACHMENTS:

- HPC_Nomination (PDF)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Phone: 920/339-4050
Fax No.: 920/330-9491
Web: <http://de-pere.org>



March 18, 2015

Nominee Name: De Pere Historic Preservation Commission

Nominee Address: 335 S. Broadway
De Pere, WI 54115

Award Category: Advocacy

Nominated by: Gene Hackbarth
Member, DPHPC
933 Oakdale Av
De Pere, WI 54115
(920) 336-0996

Please accept this nomination for the De Pere Historic Preservation Commission's efforts to partner with the Fox River Navigational System Authority (property manager) and to secure funding needed for an Economic Feasibility Study and an Historic Structures Report for the De Pere Lockkeeper's House. The house was built in 1912 by the US Army Corps of Engineers and is a contributing Structure for the De Pere Lock and Dam Historic District, which is listed on the National Register of Historic Places. The building stood vacant from 1983 through 2013. 3 Dam Guys, LLC leased the house from FRNSA, paid restoration costs and use the second floor for private offices. They sublet the first floor to a local business for a coffee and healthy snack shop.

Funding Sources: Gene Hackbarth, a member of the De Pere Historic Preservation Commission, completed successful grant applications in 2010 for a \$35,000 Preserve America Grant (one of only three awarded in Wisconsin) and a \$10,000 Wisconsin Projects Fund Grant. After the Grants were awarded, local residents, businesses, and community organizations provided funds, while members of the DPHPC, City of De Pere Staff volunteered services to match the \$45,000 grant.

The De Pere Lockkeeper's House is located on Government Island and adjacent to the De Pere Lock and Dam and the City's new (2013) Riverwalk, Fishing Pier, and Wildlife Viewing Pier. The public/private/nonprofit partnership will have an estimated \$1.9 million annual impact on the local economy.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Request from the Wisconsin Association of Historic Preservation Commissions to host the 2016 WAHPC spring meeting in De Pere.

The meeting will take place on either April 23 or 30, 2016 and would require meeting and lodging space to accommodate 25-50 people. The De Pere Historic Preservation Commission would designate an on-site coordinator to work out details with WAHPC.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

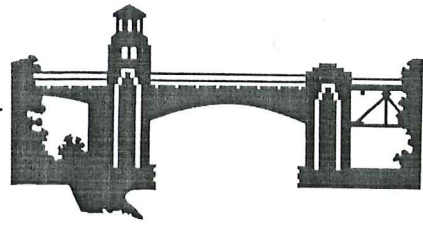
SUBJECT: Re-painting of the Front Street mural.

ATTACHMENTS:

- HPC_StaffMemo_Mural (PDF)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



April 15, 2015

To: Historic Preservation Commission

From: Sarah Wallace, Associate Planner

RE: Re-painting of the Front Street Mural

A number of citizens have identified the update of the Front Street Mural as a project they would like to undertake. Commitments have been made for time and material, along with complete support from the Mayor.

The City's Downtown Master Plan has identified this area as the South Redevelopment Expansion Project. This area concept is designed to add an expansion phase south to the bridge abutment that would include extending parking, and provide residential and retail development. This concept also would include the removal of this retaining wall and mural. The City has been actively working to redevelop this area and wants to make sure that as we discuss this agenda item, we are all fully aware that this redevelopment project has been active.

Staff wants to be sure that the time, energy and materials put forth in this effort are understood. As this project moves forward, a few items will need to be clarified: Is this an update or touch up of the existing mural? Is the group looking to make modifications to the mural? Staff is asking that a site plan or project plan for the update be submitted to staff to ensure safety and to review the design.

Please let me know if you have any questions prior to the meeting.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: April 20, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Future agenda items.
