



Historic Preservation Commission

Regular Meeting

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

Final Minutes

Monday, April 18, 2016

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Mike Fleck

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

Also present: City Planning Director Kim Flom.

2. Approval of the minutes of the March 21, 2016 Historic Preservation Commission meeting

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Sabel, Turriff
EXCUSED:	Brian Netzel, Sue Sands

3. May Historic Preservation Month Activities - Confirmation and Details

Scott Crevier provided an overview of the St. Norbert campus walking tour that is scheduled for Saturday May 7th. Definitely De Pere is promoting the event on their website in the "News" section, and Scott is working with the College's Office of Communication to promote the tours as well. An SNC graphic design student is creating a pamphlet with photos and description of the buildings.

Mike Fleck reported that the Brown County Museum Federation is conducting tours on May 19th from 5 - 8 pm, at many sites including Heritage Hill, Hazelwood, and the De Pere Historical Society. Detailed information is available on the Neville Public Museum website.

Gene Hackbarth reported that the De Pere Historical Society picture show scheduled for Wednesday, May 11th at West De Pere High School will focus on the former Nicolet High school (Pennings Activity Center) building.

4. Update on N. Broadway Historic District Plaque Survey

City Planning Director Kim Flom reported that 58 surveys were sent out to homeowners in the N. Broadway district; the results are included in the agenda packet. There are now a total of 16 homeowners who have expressed interest in participating in the project. Discussion followed.

5. Photo Report for 324 College Avenue and 335 Marsh Street

HPC members documented these properties which are slated for demolition; a selection of the photos are included in the agenda packet. Gene Hackbarth reported that one of the homes had historic wavy glass window panes, which are an important architectural

resource for historic maintenance. Gene facilitated salvaging of the windows for Heritage Hill.

6. CLG Sub-Grant Update and Timeline

Planning Director Kim Flom provided an update on the CLG sub-grant which has been awarded to the City. Staff should be receiving a Memorandum of Agreement soon. Staff will work with the state to get the MoA executed and then the City will solicit a consultant to perform the work. Kim expects that the Request For Proposal will go out no later than August, and interested parties would be given two weeks to respond. The work start date would be dependent upon the selected consultant's schedule.

7. Review of the City's Historic Preservation ordinance subsequent to new state legislation

Joe De Rose from the State Historical Society has been reviewing Historic Preservation ordinances for CLG communities subsequent to state legislation changes earlier this year. City ordinance currently states that if a property is going to be designated locally, it has to be at the request of the property owner. The State Historic Preservation Office is recommending an ordinance change so that it could be initiated by a city's Historic Preservation Commission as well.

City Planner Kim Flom reported that the second part of a potential ordinance change would strengthen language about how a property owner can appeal a landmark commissions decision. Staff plans to draft two ordinance options to present to HPC for review and then to Council: one would incorporate the base level state statute changes, while the other would include the SHPO recommendation. Discussion followed as to whether the City's CLG status would be lost if the SHPO recommendation is not adopted. Kim stated that staff will investigate this further, and requested that Gene forward to her the complete e-mail from Joe De Rose.

8. Future agenda items

Review of St. Norbert College student Erick Konop's internship evaluation.

Adjournment

Scott Crevier motioned, seconded by Gene Hackbarth, to adjourn the meeting at 6:33 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker