



# Historic Preservation Commission

## Regular Meeting

335 South Broadway  
De Pere, WI 54115  
<https://www.deperewi.gov/>

### Final Minutes

Monday, April 17, 2023

6:00 PM

Council Chambers and Virtual

#### Call to Order

The meeting was called to order at 6:00 PM by Alderperson Jonathon Hansen

| Attendee Name   | Title            | Status  | Arrived |
|-----------------|------------------|---------|---------|
| Mike Fleck      | Chairperson      | Present |         |
| Gene Hackbarth  | Vice Chairperson | Present |         |
| Noah Tetzner    | Commissioner     | Present |         |
| Adam Turriff    | Commissioner     | Present |         |
| Jonathon Hansen | Alderperson      | Present |         |

Also present: City Planner Peter Schlein.

2. Approval of the minutes of the February 20, 2023 Historic Preservation Commission meeting.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Mike Fleck, Chairperson                    |
| <b>SECONDER:</b> | Adam Turriff, Commissioner                 |
| <b>AYES:</b>     | Fleck, Hackbarth, Tetzner, Turriff, Hansen |

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC

There were no public comments.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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4. Annual election of the Chair and Vice Chair.

Gene Hackbarth nominated Ald. Hansen as Chair and Adam Turriff nominated Gene Hackbarth as Vice Chair. Upon vote, motions carried unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Gene Hackbarth, Vice Chairperson           |
| <b>SECONDER:</b> | Adam Turriff, Commissioner                 |
| <b>AYES:</b>     | Fleck, Hackbarth, Tetzner, Turriff, Hansen |

5. Consideration and possible action on the proposed educational/city heritage program for an HPC member-driven public announcement about the virtual historic walking tour. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen reported on the educational/city heritage program. He noted that he reached out to Definitely Executive Director Tina Quigley to conduct a joint public rollout of the historic walking tour in the month of May, which is Historic Preservation month. He added that there are some issues with some of the photos on Definitely Depere's website, but he and Tina are working on resolving the issues. The website has been live since January. Ald. Hansen made a motion, seconded by Gene Hackbarth, to receive the update and place it on file and that the HPC continue to work on this project with Definitely De Pere.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Jonathon Hansen, Alderperson               |
| <b>SECONDER:</b> | Gene Hackbarth, Vice Chairperson           |
| <b>AYES:</b>     | Fleck, Hackbarth, Tetzner, Turriff, Hansen |

6. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.

Ald. Hansen noted that Gene, Mike and himself have been working on this project. The proposed size for the signs is 7 inch by 10 inch. City Planner Peter Schleinz noted that he reached out to four local sign companies for price quotes. He stated that the budget is \$6,400. Gene Hackbarth stated that he prefers the oval shape for the sign and the rest of the HPC members agreed. Adam Turriff suggested that staff get a sample of the sign prior to ordering the signs. The cost of a plastic type sign is \$57 each, while a bronze sign costs \$450. There is a total of 60 houses in the historic district. Once a sample plaque has been chosen, Adam Turriff suggested that a survey may be sent out to the homeowners. Ald. Hansen suggested that staff get a quote for installation of the signs. Gene Hackbarth made a motion, seconded by Ald. Hansen, to approve the oval shape of the sign, as well as the plastic sign, in addition to getting more information on installation costs and procedures. Upon vote, motion carried unanimously.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Gene Hackbarth, Vice Chairperson           |
| <b>SECONDER:</b> | Jonathon Hansen, Alderperson               |
| <b>AYES:</b>     | Fleck, Hackbarth, Tetzner, Turriff, Hansen |

7. Discussion about the proposed Historic Preservation Ordinance review to assist applicants with Certificate of Appropriateness applications. Presentation by Adam Turriff and Mike Fleck.

City Planner Peter Schleinz clarified that the members working on this project are Adam Turriff and Gene Hackbarth, not Mike Fleck. Adam requested that staff send him the current application. Gene noted that he contacted Jason Tish at the Wisconsin Historical Society. Gene will send the members a link to the Madison and Beloit ordinances for review. No action needed to be taken on this item.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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8. Discussion about the consideration of the de-listing of 106 S Broadway at the upcoming, May 26, 2023, State Historic Review Board Meeting.

City Planner Peter Schleinz updated the HPC on the de-listing of 106 S Broadway, which will be reviewed at the May 26, 2023 State Historic Review Board meeting. There was no additional discussion.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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9. Consideration and possible action on the proposed state and federal designation of three historic properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen reviewed the project to send letters to properties to solicit interest to be designated on the national and state registers. Discussion followed regarding specific properties in which letters have already been sent out. These included the following:

107 N Broadway (Old National Bank of De Pere building) - letters sent in December 2020 and May 2022, no response.

127 N Broadway (Old State Bank of De Pere building) - letters sent in December 2020 and May 2022, no response.

1207 Fox River Dr - letter sent in May 2022, no response.

1334 Fox River Dr - letter sent in December 2020, potentially good candidate to send another letter to.

416 George St (Old Post Office building) - letters sent in 2020 and 2021, property owner declined.

713 Glenwood Ave - letter sent in December 2020, declined.

514 Lewis St - letters sent August 2021 and May 2022, no response.

301 Main Ave (Credo building) - letter sent December 2020, declined.

405 S Wisconsin St - letter sent 2022, declined.

Ald. Hansen asked the members if there was any preference on which three properties to reach out to this year. Gene Hackbarth recommended both 107 N Broadway and 127 N Broadway since no reply was received after May 2022 letters were sent. Staff suggested using the letter that was sent in the past. Adam Turriff suggested waiting until May to send out the letters, stating that that would be a good time since May is Preservation month.

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Jonathon Hansen, Alderperson               |
| <b>SECONDER:</b> | Gene Hackbarth, Vice Chairperson           |
| <b>AYES:</b>     | Fleck, Hackbarth, Tetzner, Turriff, Hansen |

### Adjournment

Gene Hackbarth moved, seconded by Adam Turriff, to adjourn the meeting at 6:43pm. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker