



# Historic Preservation Commission

## Regular Meeting

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

### Agenda

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|                        |         |                                    |
|------------------------|---------|------------------------------------|
| Monday, March 19, 2018 | 6:00 PM | De Pere City Hall Council Chambers |
|------------------------|---------|------------------------------------|

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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 **March 19, 2018** at **6:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

*This meeting can be viewed LIVE at [www.depere.tv](http://www.depere.tv). This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at [www.depere.tv](http://www.depere.tv).*

#### Call to Order

1. Roll Call
2. Approval of the minutes of the February 23, 2018 Historic Preservation Commission meeting.
3. Informational meeting regarding the establishment of future historic neighborhoods in De Pere. Presentation made by Mike Fleck, Chair of the De Pere Historic Preservation Commission, and by Joe DeRose, Survey Historian of the Wisconsin Historical Society.
4. Recommendation regarding funding for Historic Preservation members to attend the Wisconsin Association of Historic Preservation Commissions 33rd Annual State Conference in Platteville, Wisconsin on April 27-28, 2018.

#### 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 the day of the meeting so that arrangements can be made.

#### Agenda Sent To:

Alderspersons  
City Administrator  
Mayor  
Department Heads  
TV, Newspapers & Radio Stations  
Kress Family Library  
De Pere Chamber of Commerce  
Joe De Rose, Wisconsin Historical Society

City of De Pere, Wisconsin



**Request For Historic Preservation Commission Action**

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**MEETING DATE:** March 19, 2018

**DEPARTMENT:** Historic Preservation Commission

**FROM:** Kelly Barker

**SUBJECT:** Approval of the minutes of the February 23, 2018 Historic Preservation Commission meeting.

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**ATTACHMENTS:**

- HPC\_Feb2018\_Minutes\_Draft(PDF)



# Historic Preservation Commission

## Special Meeting

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

### Draft Minutes

Friday, February 23, 2018

4:30 PM

De Pere City Hall Council Chambers

#### Call to Order

The meeting was called to order at 4:30 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 |         |
| Sue Sands            | Commissioner     | Excused |         |
| Adam Turriff         | Commissioner     | Present |         |
| Joanne Vomastic-Muka | Commissioner     | Present |         |

Also present: City Planner Peter Schleinz.

- Approval of the minutes of the November 20, 2017 Historic Preservation Commission meeting.

|                  |                                                   |
|------------------|---------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                        |
| <b>MOVER:</b>    | Gene Hackbarth, Commissioner                      |
| <b>SECONDER:</b> | Joanne Vomastic-Muka, Commissioner                |
| <b>AYES:</b>     | Crevier, Fleck, Hackbarth, Turriff, Vomastic-Muka |
| <b>EXCUSED:</b>  | Brian Netzel, Sue Sands                           |

- Recommendation regarding funding for Historic Preservation members to attend the Wisconsin Association of Historic Preservation Commissions 33rd Annual State Conference in Platteville, Wisconsin on April 27-28, 2018.

City Planner Peter Scheinz reminded everyone that one member attended the conference in 2017. The 2018 HPC budget will allow 1-2 members to attend this year. Gene Hackbarth stated that he would like to attend again this year and Joanne Muka added that she would also like to attend if no one else does. Discussion followed and it was decided that everyone else would check their schedules to see if they are able to attend and also that staff check with Brian Netzel and Sue Sands who were absent from tonight's meeting. Gene noted that the registration for the conference is not due until mid-April so the HPC will discuss the final details and determine who will attend the conference at next month's meeting.

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| <b>RESULT:</b> | <b>NO ACTION</b> |
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- Discussion regarding the current Wisconsin State Historic Tax Credits and the federal budget with presentation from Mr. Gene Hackbarth.

As a member of the Wisconsin Historic Tax Credit task force, Gene Hackbarth outlined current state and federal legislation proposals that would impact the HPC's efforts to create historic properties and districts. He noted one change in the federal budget, which was approved in December of 2017. Before last year, any historic tax credits were paid out as one payment at the completion of the project. However, now the payment is divided, with 20% being paid each year for the next five years. He spoke about two other state bills which the Wisconsin Historical Society supports - AB 793 and SB 668, which

raises the limit on the amount of tax credits that may be certified by the Wisconsin Economic Development Corporation under the historic rehabilitation tax credit from \$500,000 to \$3,500,000. A third bill, B 800, which would require property owner approval for local, state, and national registries, is one that is opposed by the Wisconsin Historical Society. Gene stated that these three bills are all in the discussion phases and he will provide a progress update to the HPC in the future.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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5. Discussion regarding Historic Preservation Commission preparation for a March 19, 2018 public presentation related to future historic districts.

City Planner Peter Schleinz reviewed the steps necessary for preparation of the March HPC meeting, during which the Wisconsin Historical Society and the HPC will collaborate on a presentation to inform property owners of the pros and cons of historic districts. The first step is to mail out letters to all property owners located in the two potential new districts: Mansion Street and East & West St Francis Road. Peter asked when the HPC would like the letters to be mailed and it was agreed that they should be mailed on Monday, February 26, 2018. Mike Fleck suggested the letter should include a question and answer portion. Peter stated, that for time's sake, the letter should be more informational and include the details of the March 19th meeting, without a question & answer portion. Everyone agreed. Gene Hackbarth stated that he would like the letter to include a link to the City website, which Peter stated he will include. Adam Turriff added that the letter should mention that HPC members would be going door-to-door during the month of March to invite homeowners to the meeting, as well as offer simple explanations about what a historic district is about. Discussion followed and it was decided that Gene, Mike, Adam, and Joanne would work in pairs of two, going door-to-door the week of March 5th thru the 9th. The two potential districts include approximately 50 homes. Peter stated that Joe De Rose will be on hand to discuss the state and national designations while the HPC will cover local designations. Both Gene Hackbarth and Adam Turriff stated that they will not be able to attend the March meeting. It was decided that Mike Fleck would speak on behalf of the HPC at the meeting and Gene will assist him in the preparation for the meeting. Next, Peter directed the HPC members to discuss the "buy-in" or percentage of interested property owners that is needed to begin the designation process. Mike Fleck stated that it should be at least 60%. Gene added that CLG status requires 50% plus one for going forward with a designation. Scott Crevier added that he feels it should be 100%. Discussion followed regarding whether a single property owner in the district could choose not to be included in the district. After some discussion, it was decided that clarification from the state is needed regarding this question.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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6. Future Agenda Items.  
None.

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| <b>RESULT:</b> | <b>DISCUSSED</b> |
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### Adjournment

Gene Hackbarth moved, seconded by Adam Turriff, to adjourn the meeting at 5:08 pm. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker

## City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** March 19, 2018

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Informational meeting regarding the establishment of future historic neighborhoods in De Pere. Presentation made by Mike Fleck, Chair of the De Pere Historic Preservation Commission, and by Joe DeRose, Survey Historian of the Wisconsin Historical Society.

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The focus areas for the meeting are two neighborhoods at the 900 block of Mansion Street and at the 800 block of E./W. St. Francis Road. The informational meeting was announced via hard copy letters, in person visits, De Pere TV, Facebook, and the City website.

In the two neighborhoods, 13 properties were visited in person and 33 letters were left at doors for residents that were not home. Three of the sites were rental properties; the owners of the rental properties were mailed letters announcing the meeting without an in person visit.

**ATTACHMENTS:**

- Mansion Street Neighbor Letter (DOCX)
- St Francis Road Neighbor Letter (DOCX)

# CITY OF DE PERE

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



February 27, 2018

RE: Informational Meeting Regarding Future Residential Historic Districts  
Potential Mansion Street WWII Defense Homes Historic District

Dear Property Owner:

This mailing has been sent to inform you that, in 2017, the City of De Pere Historic Preservation Commission facilitated a historical and architectural survey of existing and potential residential historic districts. The survey identified three potential historic districts, one of which included your neighborhood.

The Historic Preservation Commission is interested in learning if you and your neighbors are interested in having your neighborhood become one of the City's next **historic neighborhoods**. Thus, the Historic Preservation Commission and the Wisconsin Historical Society will be holding a **public informational meeting on March 19, 2018 at 6:00pm in the De Pere City Hall Council Chambers**. The purpose for the meeting is to:

- Define differences between local, state, and federally recognized historical districts
- Explain benefits, including signage and tax credits when a structure is restored
- Clarify myths about building restrictions when residing in a historic neighborhood

If you are interested in seeing the 2017 survey, the document is available on the City website at:

[https://www.de-pere.org/egov/documents/1508852320\\_39748.pdf](https://www.de-pere.org/egov/documents/1508852320_39748.pdf)

In the next two weeks, members of the Historic Preservation Commission may visit your neighborhood to personally invite you to the informational meeting. When visiting, please share any questions you have and they will make sure that your questions are addressed at the informational meeting.

If you have any additional questions or comments regarding the informational meeting, contact me at (920) 339-4043 or [pschleinz@mail.de-pere.org](mailto:pschleinz@mail.de-pere.org).

Respectfully,

Peter Schleinz  
Senior Planner / Zoning Administrator

CC: Mike Fleck, Historic Preservation Commission Chairman

Attachment: Mansion Street Neighbor Letter (6797 : Informational meeting regarding the establishment of future historic neighborhoods in De

## Potential Mansion Street WWII Defense Homes Historic District



# CITY OF DE PERE

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



February 27, 2018

RE: Informational Meeting Regarding Future Residential Historic Districts  
Potential Daviswood Ranch Homes Historic District

Dear Property Owner:

This mailing has been sent to inform you that, in 2017, the City of De Pere Historic Preservation Commission facilitated a historical and architectural survey of existing and potential residential historic districts. The survey identified three potential historic districts, one of which included your neighborhood.

The Historic Preservation Commission is interested in learning if you and your neighbors are interested in having your neighborhood become one of the City's next **historic neighborhoods**. Thus, the Historic Preservation Commission and the Wisconsin Historical Society will be holding a **public informational meeting on March 19, 2018 at 6:00pm in the De Pere City Hall Council Chambers**. The purpose for the meeting is to:

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In the next two weeks, members of the Historic Preservation Commission may visit your neighborhood to personally invite you to the informational meeting. When visiting, please share any questions you have and they will make sure that your questions are addressed at the informational meeting.

If you have any additional questions or comments regarding the informational meeting, contact me at (920) 339-4043 or [pschleinz@mail.de-pere.org](mailto:pschleinz@mail.de-pere.org).

Respectfully,

Peter Schleinz  
Senior Planner / Zoning Administrator

CC: Mike Fleck, Historic Preservation Commission Chairman

Attachment: St Francis Road Neighbor Letter (6797 : Informational meeting regarding the establishment of future historic neighborhoods in De

### Potential Daviswood Ranch Homes Historic District



## City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**


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**MEETING DATE:** March 19, 2018

**DEPARTMENT:** Historic Preservation

**FROM:** Kelly Barker

**SUBJECT:** Recommendation regarding funding for Historic Preservation members to attend the Wisconsin Association of Historic Preservation Commissions 33rd Annual State Conference in Platteville, Wisconsin on April 27-28, 2018.

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Expenses for the above referenced conference are estimated as follows per person:

|                               |       |
|-------------------------------|-------|
| Conference Registration:      | \$40  |
| Conference Tours (up to 4):   | \$13  |
| Hotel Registration(2 nights): | \$170 |
| Meals (based on 2017):        | \$45  |
| Mileage (~415 miles):         | \$227 |

**ESTIMATED TOTAL:** \$495

The 2018 HPC budget designated \$360 for the year for conferences, seminars, and lodging. The budget also designated \$950 for all mileage reimbursements. The total of both budget lines is \$1,310.

The HPC may want to consider sending one or two attendees to the conference. The ability to reduce costs should be considered with members carpooling, etc.

To help the HPC recall decisions from 2017, Mr. Hackbarth attended last year's conference in Reedsburg, Wisconsin with a maximum reimbursable amount of \$350.

**RECOMMENDATION:** Evaluate the budget and consider sending one or two attendees from De Pere after establishing a budget limit.

**ATTACHMENTS:**

- 2018 Conference Agenda (DOCX)

**Friday, April 27, 2018****7:45AM Registration & Breakfast**

Egg Bake/3-selections (sausage, gluten free potato base, veggie), plus muffins, fruit tray, juices, coffee, tea and milk

**8:30AM Welcome**, presented by Karen Kurt, City Manager

**8:40AM Overview- Historic First English Lutheran Church**, presented by Ken Kilian, Chairman, Platteville Historic Preservation Commission,

**8:45AM WAHPC Organization and Conference Overview** presented by Gene Hackbarth, WAHPC Board President

**9:00AM Certified Local Government:** Using current Local, State and Federal Tools to Identify and retain Historic Structures & Sites, presented by Joe De Rose, Wisconsin Historical Society, Survey and Registration Historian

**9:30AM Wisconsin Statute, Sec.106:** Utilizing tools to protect historic properties, presented by Daina Penkunias, Wisconsin Historical Society, Deputy State Historic Preservation Officer

**10:00AM Break**

Cookies, fruit, coffee, tea, juice, and water (Pop machine available)

**10:15AM Process & Timeline for Platteville's Conflict Resolution using Sec.106**, presented by Garry Prohaska, Member, Platteville Historic Preservation Commission

**10:45AM What generated the First Historic District in Platteville placed on the Register in 1990 -Predating the City Historic Ordinance and the Historic Preservation Commission.** Open to questions and answers as time allows, presented by Joann Eastlick, past Employee, Platteville Planning Department:

**Special Note:** Before designation as a Commercial Historic District in 1990, several buildings were torn down in order to accommodate for parking and "modernization." During that time, Platteville lost a theater, the Masonic Temple, two hotels, a clock tower church and several smaller buildings, c 1880. Thanks to the foresight of Joanne (Eastlick) Reese, the district is now protected by a Historic Preservation Ordinance and Historic Preservation Commission. The community of Platteville owes a debt of gratitude to Joanne for her diligence and love of her childhood home.

**11:30AM Current Status of State & Federal Historic Tax Credit Programs**

Presented by Jen Davel, Wisconsin Historical Society, Preservation Architect

**Noon Lunch Break**

**Sandwich options (2 hot meat sandwiches/ person, with vegetarian option and sides.)**

**12:45PM Report from Wisconsin Trust for Historic Preservation-Organization Update and Annual HTC Report from Baker Tilley**, presented by Matt Jarosz, Board Member, WTHP and Associate Professor in Architecture at UW- Milwaukee School of Architecture and Urban Planning

**1:15PM Report from Wisconsin Historical Society**, presented by Daina Penkunias, Deputy State Historic Preservation Officer

**1:30PM Roundtable Discussion-HPC's report on last year's local activities** (limit of 5 minutes per commission)

**2:30PM Digital Historic Tour of Platteville's Main Street Commercial Historic District**, presented by Bill Cramer, Member, Platteville Historic Preservation Commission

**3:30PM Break**

Cookies, fruit, coffee, tea, water, juice

**3:45PM Annual WAHPC Member's Annual Meeting**, Reports from the President and Treasurer plus Election of Directors for 3-year terms

**4:00PM Conference Wrap-up and Invitation to April, 2019, WAHPC 34th Annual State Conference to be held in Oshkosh**

**4:30 PM Presentation of WAHPC Historic Preservation Excellence Awards, and Wisconsin Trust for Historic Preservation Awards at Burg Mansion, 315 W Main Street private residence of Paul and Jen Mariskanish** (located 1 block north on Elm Street, corner of Main Street and Elm Street) . CIRCA 1909 NRHP listing 2007