



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Agenda

Monday, March 17, 2014

6:00 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 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 on **March 17, 2014** 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 February 17, 2014 meeting.
3. Update on the sign at the fountain on James Street.
 - a. Orde invoice approval
4. Update on plaques for National Register properties.
 - a. Plaque delivery - remaining plaque
 - b. Reinhold sign invoice approval
5. Preserve America signs.
6. Review of City of De Pere website.
 - a. A-Z index - suggested headings
 - b. Review of Historic Preservation Commission website - additions and corrections
7. 2013/2014 budget review and requests for carryover.
8. Local landmark status request - De Pere Historical Society.
9. Reconstruction of WI Highway 32 from Third St - Ash St: historic significance.
10. Riverwalk donation summary for WI Historical Society.
11. Historic Preservation Review Board meeting on February 28th.
12. Programs and community education.
 - a. Meeting on Historic Tax Credits March 27th 1:00 pm at Titledown Brewery
13. Historic Preservation Month.
 - a. Tax Credit program with Mark Buechel of the WI Historical Society Preservation Division - tentatively scheduled for Thursday May 15th 6:00 pm
 - b. Tour of St. Norbert campus
 - c. Tour of Lockkeeper's House

- d. Tour of restored property with tax credit
 - e. Dedication of plaques on National Register buildings in business districts
 - f. Scavenger hunt
- 14. Report on meeting with the Village of Allouez Historic Preservation Commission.
 - 15. Report on properties and status.
 - 16. Future agenda items.

Adjournment

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

AGENDA SENT TO:

Commission Members
City Planner
Mayor
Alderspersons
City Administrator
City Attorney
De Pere Chamber of Commerce
Kress Family Branch Library
TV, Newspapers, & Radio Stations
Joe De Rose, Historic Preservation Division

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Approval of the minutes of the February 17, 2014 meeting.

ATTACHMENTS:

- HPC_Minutes_Feb_draft (PDF)



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Monday, February 17, 2014
6:00 PM
De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:10 PM by Committee Member Mary Jane Herber

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderpersion	Present	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Mary Jane Herber	Committee Member	Present	
Tom Monahan	Commissioner	Absent	
Brian Netzel	Commissioner	Present	
Carla Nicks	Commissioner	Present	

2. Approval of the minutes of the January 20, 2014 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Fleck, Commissioner
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Herber, Netzel, Nicks
ABSENT:	Tom Monahan

3. Update on the sign at the fountain on James Street: installation by City staff/invoice approval for Fossil Industries & Orde Advertising.
Gene Hackbarth reported that the sign is in production and will be shipped to Orde on March 3rd. Scott Thoresen, Public Works Director, arranged for city staff to remove the old retainer, which is now at the Orde shop. The balance of the Fossil Industries invoice is due within 15 days of receipt of the sign. Discussion followed about the check approval process. Gene will submit a check request now for the \$450 balance so that the check can be prepared and will be ready to send after the sign has been accepted. The remaining costs for the sign at the James Street fountain should be \$391.61 to Orde Sign.
4. Update on plaques for National Register properties: plaque delivery and installation/invoice approval for Reinhold Sign Service.
The plaques have been delivered to the city; Carla Nicks displayed one for the group. Carla will check each plaque individually for accuracy and then send them to Reinhold Sign. The plaques cannot be installed until the temperature is at least 45 degrees. Carla also reported that she counted 208 homes and 28 commercial properties in De Pere that are listed on the National Register.
5. Review of City of De Pere website: suggested headings for A-Z index/additions and corrections to Historic Preservation page.
Commission members discussed several suggestions for keywords to be added to the City website's A-Z index. These will be forwarded to the IT department. Any changes to information on the Historic Preservation page itself can be submitted to Carey Danen.
6. 2013/2014 Budget review and requests for information.
Mary Jane Herber reported that the Historic Preservation Commission was \$12.92 over budget for 2013. Discussion followed on individual budget items.

Attachment: HPC_Minutes_Feb_draft (1964 : Approval of the minutes of the February 17, 2014 meeting.)

7. Programs and community education: Historic Tax Credits Meeting March 27th 1:00 PM at Titledown Brewery/Mark Buechel of the State Historic Preservation Division. Mark Buechel is giving a presentation at Titledown Brewery, in coordination with the city of Green Bay Economic Development office. This meeting is primarily directed at commercial property owners. Mary Jane Herber will notify De Pere property owners who are eligible for the tax credit program, as well as the Chamber of Commerce and Definitely De Pere.
8. Programs and community education: Historic Preservation Month - tax credit meeting with staff of State Historic Society/tour of St. Norbert Campus/tour of Lockkeeper's House/tour of restored property with tax credit. Mary Jane Herber will work with Mark Buechel to set up a presentation in May to target residential property owners. Mike Fleck reported that the De Pere Historic Society is presenting its program to local 4th grade classes again for the fourth year. The program includes three days of tours at White Pillars, the Polo Resto, and the Riverwalk, as well as programs at the library. Definite dates have not been set yet, but the presentation traditionally occurs toward the end of May. Gene Hackbarth stated that he participated last year and it was extremely well received. Mary Jane asked Scott Crevier for help in coordinating a tour of St. Norbert. Discussion followed about possible dates. Gene stated that the coffee shop in the Lockkeeper's house is scheduled to be open by Memorial Day. He will find out when the lock opens. The Commission also discussed the possibility of creating a tour of commercial properties that participated in the plaques project, and developing some type of scavenger hunt as part of Historic Preservation Month.
9. Report on properties and status.
No updates.
10. Future agenda items.
The Wisconsin Historic Society has requested a summary of donations/contributions to the Riverwalk project for its congressional report.
Preserve America signs project update.

Adjournment

Gene Hackbarth motioned, seconded by Scott Crevier, to adjourn the meeting at 7:20 pm.

Respectfully submitted,
Carey Danen

Attachment: HPC_Minutes_Feb_draft (1964 : Approval of the minutes of the February 17, 2014 meeting.)

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Update on the sign at the fountain on James Street.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Update on plaques for National Register properties.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Preserve America signs.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014
DEPARTMENT: Historic Preservation Commission
FROM: Mary Jane Herber
SUBJECT: Review of City of De Pere website.

ATTACHMENTS:

- HPC_A-Z Index_attachment (PDF)

Suggestions for A to Z Index

Historic Structures

Historic Districts

Historic Tax Credits better --- Tax Credits, Historic properties

National Register of Historic Places

Maps, Historic properties

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: 2013/2014 budget review and requests for carryover.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Local landmark status request - De Pere Historical Society.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Reconstruction of WI Highway 32 from Third St - Ash St: historic significance.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Riverwalk donation summary for WI Historical Society.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Historic Preservation Review Board meeting on February 28th.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Programs and community education.

City of De Pere, Wisconsin**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Historic Preservation Month.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Report on meeting with the Village of Allouez Historic Preservation Commission.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Report on properties and status.

City of De Pere, Wisconsin**Request For Historic Preservation Commission Action**

MEETING DATE: March 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Future agenda items.
