



Historic Preservation Commission

Regular Meeting

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

Agenda

Monday, February 21, 2022	6:00 PM	Council Chambers and Virtual
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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 **February 21, 2022** at **6:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperewi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the November 15, 2021 Historic Preservation Commission meeting.
3. Public comment 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
4. Consideration and possible action about \$8,000 of the CLG Grant Project No. WI-21-10015 funds being redirected from a historic signage project and part of a historic nomination project to a Historic Walking Tour project.
5. Consideration and possible action on the local nomination of seven properties (residential, office, retail, and college), and the state and national nomination of three properties (office, residential) as historic in the City of De Pere. Presented by Vice-Chair Gene Hackbarth.
6. Consideration and possible action on reserving space at St Norbert College for an HPC informational seminar for homeowners conducted by Wisconsin Historical Society Staff and DPHPC members on May 16, 2022 (time to be determined). Presented by Vice-Chair Gene Hackbarth.

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.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Jason Tish, Wisconsin Historical Society



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: February 21, 2022

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the November 15, 2021 Historic Preservation Commission meeting.

ATTACHMENTS:

- HPC_Nov2021_Minutes_Draft (PDF)



Historic Preservation Commission

Regular Meeting

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

Draft Minutes

Monday, November 15, 2021

6:00 PM

Council Chambers and Virtual

Call to Order

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

Attendee Name	Title	Status	Arrived
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Alderman	Excused	
Chris Renier	Commissioner	Excused	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	
Joanne Vomastic-Muka	Commissioner	Present	

Also present: City Planner Peter Schleinz.

2. Approval of the minutes of the September 20, 2021 Historic Preservation Commission meeting.

Gene Hackbarth had one edit for the minutes. In item number 6, it should state that Gene Hackbarth has permission from the last locktender to use his picture on the sign, as well as his family's picture on the sign. Staff stated that the minutes will be updated to reflect this change.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Mike Fleck, Chairperson
AYES:	Fleck, Hackbarth, Sands, Turriff, Vomastic-Muka
EXCUSED:	Jonathon Hansen, Chris Renier

3. Public comments upon matters not on the agenda.

Gene Hackbarth, in the minutes from the September meeting, in item 4, spoke about the local conference held in October. Gene checked and found out that the conference presentations are available online at the following website: wisconsinhistory.org/conference. Any members who were not able to attend the virtual conference can still view the presentations at their own pace. There were no other public comments.

RESULT:	DISCUSSED
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4. Welcome to Chris Renier for being newly appointed to the Historic Preservation Commission by Mayor Boyd in October, 2021.

Gene Hackbarth stated that Chris Renier will be a great addition to the commission.

RESULT:	NO ACTION
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5. Thank you to Sue Gerrits for serving on the Historic Preservation Commission from October, 2020 to September, 2021.

The Commission thanked Sue Gerrits for her service over the past year. She stepped down from serving due to scheduling conflicts.

RESULT: NO ACTION

6. Consideration and possible action on a lock tender's sign on an island near the De Pere locks, presentation by Chair Mike Fleck.

Mike Fleck reported that the sign needs to be taken out of storage at the Municipal Service Center and placed in a new location by the lock tender's house. Gene Hackbarth presented a sample of what the top of the new sign will look like. Mike Fleck moved, seconded by Gene Hackbarth, to approve going forward with the project. Upon vote, motion carried unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Mike Fleck, Chairperson
SECONDER: Gene Hackbarth, Vice Chairperson
AYES: Fleck, Hackbarth, Sands, Turriff, Vomastic-Muka
EXCUSED: Jonathon Hansen, Chris Renier

7. Consideration and possible action, with a project status, for the state and national nomination of three residential houses in De Pere as historic, status presented by Senior Planner Peter Schleinz.

City Planner Peter Schleinz provided an update on the project to nominate three residential properties for state and national nomination. He reported that Tim Heggland was approved as the consultant for this project. Mr. Heggland will be photographing the properties later this year. The majority of the writing of the project will take place in 2022, with the deadline of July 2022. Mike Fleck moved, seconded by Gene Hackbarth, to receive the update and place it on file. Upon vote, motion carried unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Mike Fleck, Chairperson
SECONDER: Gene Hackbarth, Vice Chairperson
AYES: Fleck, Hackbarth, Sands, Turriff, Vomastic-Muka
EXCUSED: Jonathon Hansen, Chris Renier

8. Consideration and possible action, with a project status, for the residential historical district signage project, status presented by Senior Planner Peter Schleinz on behalf of Ald. Jonathon Hansen.

City Planner Peter Schleinz provided a status update on the residential historic district signage project that is being led by Ald. Hansen. He stated that he is providing the update on behalf of Ald. Hansen, who is unable to attend the meeting. He reported that the sub-committee identified possible locations for the signs. After the team identified the locations, staff from the Development Services and Public Works Dept reviewed the locations in order to identify if there were any issues that could prohibit signs at any of the locations. Unfortunately, all three sign locations in the N Broadway District were ruled out so a new site will need to be identified. Ald. Hansen requested that the HPC members identify other locations for the Broadway District other than on Broadway Street. Gene Hackbarth suggested the land where the De Pere Historical Society is located. Peter stated that it is a potential site but they may have to be an agreement with the property owner to place the sign on private property. No other suggestions for the sign were made. Gene suggested that the subcommittee continue to work on identifying a location for the sign. Gene made a motion, seconded by Adam Turriff, that the Historic Preservation Commission offer suggestions for a new location for the N Broadway

District sign and then direct the team to continue working with staff to determine the best final location for signage placement in each district. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Adam Turriff, Commissioner
AYES:	Fleck, Hackbarth, Sands, Turriff, Vomastic-Muka
EXCUSED:	Jonathon Hansen, Chris Renier

Adjournment

Gene Hackbarth discussed having a future agenda item for a member of the Wisconsin Historical Society to work with the De Pere HPC to present an informational open session for both residential and commercial property owners. He stated that he has been in contact with Jason Tish of the state Historical Society and he is willing to participate in the meeting. Gene suggested that the HPC members come up with a few possible dates in May to schedule the meeting. Adam Turriff moved, seconded by Gene Hackbarth, to adjourn the meeting at 6:30 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: February 21, 2022

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Public comment 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



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: February 21, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action about \$8,000 of the CLG Grant Project No. WI-21-10015 funds being redirected from a historic signage project and part of a historic nomination project to a Historic Walking Tour project.

See attached memo for summary and three part action.

ATTACHMENTS:

- CLG Grant Memo - 21 Feb 2022 (DOCX)
- Signage Project -- Finishing Decisions (DOCX)

CITY OF DE PERE MEMO



To: Historic Preservation Commission Members
 From: Peter Schleinz, Senior Planner | Zoning Administrator
 Date: February 21, 2022

RE: **Consideration and possible action about \$8,000 of the CLG Grant Project No. WI-21-10015 funds being redirected from a historic signage project and part of a historic nomination project to a Historic Walking Tour project.**

Grant Summary

The Historic Preservation Commission (HPC) and support staff was facilitating CLG Grant Project No. WI-21-10015, which was awarded to the City of De Pere in 2021 with a required 'work deliverables' due by July 30, 2022. As of the last HPC in November 2021 the grant was tied to the following projects:

- The state and national nomination of three residential properties (\$6,000).
- The creation and installation of 3-5 residential historic district signs (\$6,000).

On January 6, 2022, the City was informed that the residential property at 1218 Fox River DR no longer was a qualifying candidate for state and national nomination. This was due to massive additions at the rear of the house that were not visible from the street when the HPC members performed preliminary site reviews. Staff and WHS were unsuccessful when attempting to quickly identify optional candidates with interested owners that would easily fit within the remaining time allotted for the grant cycle.

Also, on February 3, 2022, the city was informed that the federal government reinterpreted how grant dollars can reimburse signage projects. The reinterpretation caused the residential historic sign project to fall into a realm where obtaining reimbursements was unlikely. Alder Hansen (the project lead), staff, and WHS agreed that it would be best to remove the project from the grant to avoid the risk of generating un-reimbursable debts.

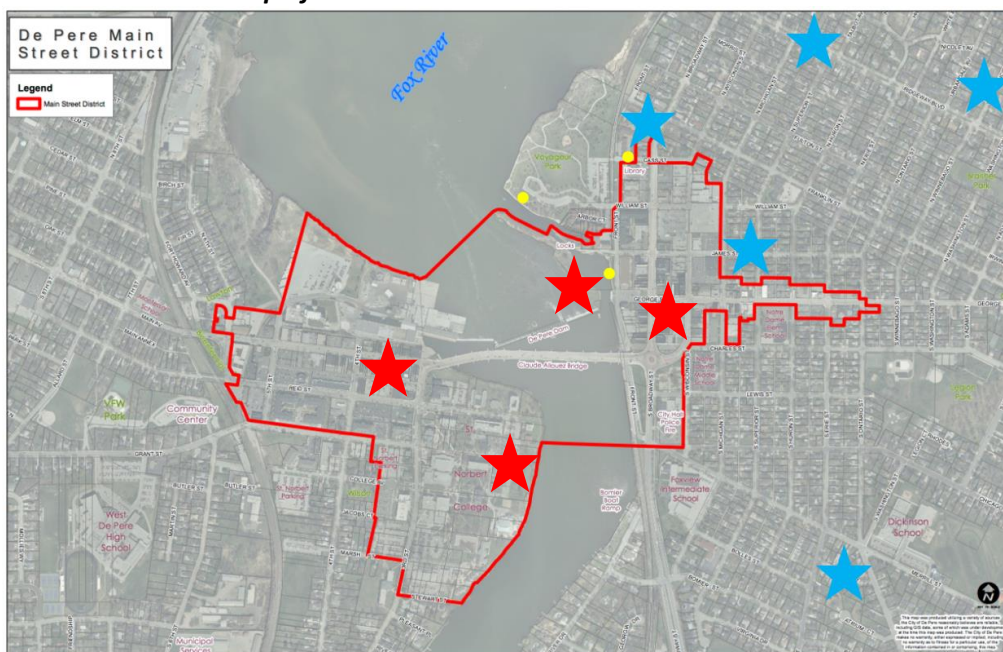
The changes referenced in the above two paragraphs left \$8,000 of the grant unspent. Staff worked very quickly with WHS to identify an approved qualifying project for a Historic Walking Tour, which is described in the "*Grant Fund Redirection...*" section of this memo.

Grant Fund Redirection: Historic Walking Tour

The City of De Pere, in collaboration with Definitely De Pere, redirected the remaining grant funds to partially cover costs related to the development and implementation of a Historic Walking Tour in downtown De Pere, particularly the area designated as the city's Definitely De Pere Main Street District. The downtown historic residential districts were added as a component of the project with adjacent residential districts added immediately and nearby residential districts being added in a second phase of the project, potentially after the grant cycle. Additional "non-building" features, including local and state historical markers, would be included as part of the tour.

The WHS has informed staff that that a Historic Walking Tour is a qualifying project. A Historic Walking Tour provides a unique opportunity to experience historical places in a meaningful way. A self-guided tour takes visitors through downtown, nearby historic neighborhoods, important landmarks, and other sites that bring the rich history of De Pere to life. A tour presents the story of times gone by, historical events, and important architecture. A website and mobile app will connect visitors to the history of De Pere with a narrative of each location, photographs, and links to additional sources.

Map of Downtown De Pere Main Street District



RED LINES represent the De Pere Main Street District.

RED STARS represent the downtown and college historic districts.

BLUE STARS represent the five documented adjacent and nearby residential historic districts.

YELLOW DOTS represent the three documented state historical markers.

The following is a summary of documented historic sites, buildings, and features in and near downtown De Pere that can be part of a historic walking tour:

- Three state historical markers and additional local markers.
- Five residential historic districts.
- Four historic business, college, and lock/dam historic districts.
- Three locally designated sites.
- Ten state and federally designated sites.
- Other old buildings, architectural features, and stops of interest that are not designated.

Historic Walking Tour Costs

The total project cost is estimated at \$12,000, and potentially up to \$15,000-\$17,000, depending on the digital feature options added to the tour. Costs that exceed \$8,000 are covered by Definitely De Pere.

Historic Walking Tour Timeline

Phase 1 of the Historic Walking Tour fits within the tight timeline remaining for the grant. Phase 1 is targeted to be operational by May 2022 to coincide with National Preservation Month, better known as Historic Preservation Month.

Staff Requests:

- A. Discuss the loss of 1218 Fox River drive as a qualifying residential property for state and national designation.

HPC ACTION: Direct staff to inform the property owner of 1218 Fox River DR that their property no longer qualifies for state and national designation and ask City Attorney to revise an agreement with the consultant to continue processing nomination paperwork for the remaining properties.

- B. Discuss the loss of the residential historic sign project as a qualifying project for grant reimbursements.

HPC ACTION: Assist project lead, Ald. Hansen, with final wrap-up decisions about the project so that the project can be shelved but “completion-ready” when a future funding source is identified. A packet of information from Ald. Hansen is attached.

- C. Discuss the new Historic Walking Tour project, HPC interest in participating hands-on as a committee, and specific HPC members being individually interested helping hands-on with the project.

HPC ACTION: Accept the redirection of up to \$8,000 in grant funds being directed to the \$12,000-plus project. Due to the fast timeline for the project, identify the role and interest that HPC has in assisting with the project as a committee and/or as individuals.

Historic Residential Historic District Sign Project

21 Feb 2022

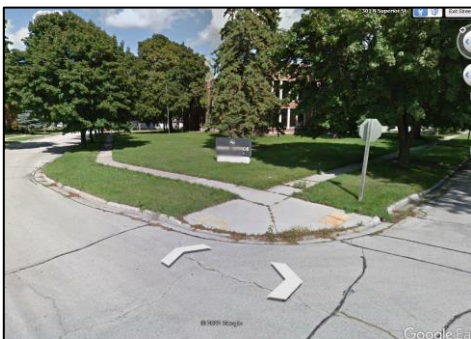
Project will be described by Ald. Jonathon Hansen during the HPC meeting.

Purpose

The team that was headed by Ald. Hansen seeks input from the HPC prior to closing the project early due to a lack of funding. The intent is to have the project shelved at a point that is ready-to-complete when a new funding source(s) is identified. Please help with suggestions needed for the following items:

Suggest Certain Location Options

1. N Michigan ST/N Superior ST Historic District.
 - South corner of Irwin School property at 428 N Superior ST.
 - It will get lots of attention from the Irwin School location.



2. Daviswood Ranch Homes Historic District.
 - 800 E ST Francis RD.
 - Because traffic moves along Ridgeway RD from east to west, I favor the east St Francis RD.



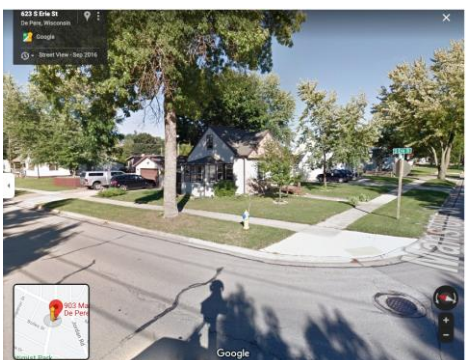
3. Randall Avenue Historic District.

- 802 Lawton PL.
- Quite a distance from 800 E ST Francis ST sign plus it will get much more visibility along Ridgeway BL than Randall AV.



4. Mansion Street Historic District.

- 903 Mansion ST.
- Better visibility along bustling Erie ST. Location is best possible.

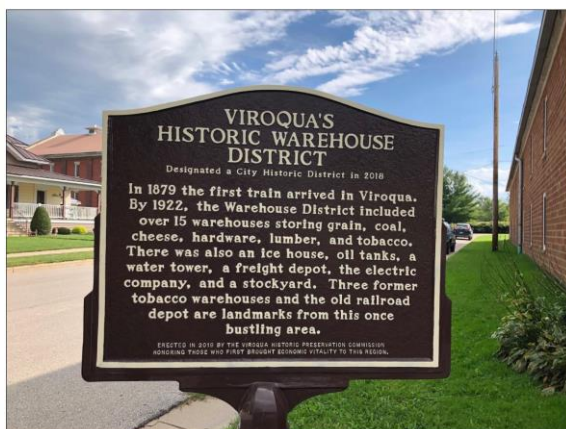


5. North Broadway Historic District.

- White Pillars Museum because of the property's history within the De Pere Community plus best visibility within the historic district.



Suggest Sign Design/Style/Layout Options



Action Requested

This accessory page of information is seeking suggestions from the HPC. No formal motion action is required beyond that referenced on the memo.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: February 21, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on the local nomination of seven properties (residential, office, retail, and college), and the state and national nomination of three properties (office, residential) as historic in the City of De Pere. Presented by Vice-Chair Gene Hackbarth.

See attached memo for a summary and addresses of the proposed properties.

ATTACHMENTS:

- Nomination Project -- Local, State, and National Nomination Decisions (DOCX)

Local, State, and National Nominations Project

21 Feb 2022

Project will be described by Vice-Chair Gene Hackbarth during the HPC meeting.

Purpose

The purpose is two-fold:

1. To inquire if certain property owners are interested in being listed locally as historic, educating the property owners about the benefits of designation, and the requirements for a Certificate of Appropriateness for property modifications.
2. To inquire if certain property owners are interested in being nominated state and nationally as historic, using a Wisconsin Historical Society sub-grant.

Potential Local Designation Candidates

Location	Historic Site Name	Property Use	Designations	Last Inquiry
112-118 N Broadway ST	Steckart and Falck Double Block	Retail	State-National	
233 N Broadway ST	CA Lawton Company	Multi-Family Apartment (CA Lawton)	State-National	
400 First ST (Third ST)	Main Hall (SNC)	SNC	State-National	
620 George ST	J Baeten Building	Retail	State-National	
301 Main AV	Frank De Both Building	Office		12/30/2020 state/national - NO
403 S Michigan ST	Henry Heyrman House	Single-Family Residential	State-National	
933 Oakdale AV	George E Bowman House	Single-Family Residential		Verbal YES

Potential State and National Designation Candidates

Location	Historic Site Name	Property Use	Designations	Last Inquiry
107 N Broadway ST	Steckart and Falck Double Block	Office		
713 Glenwood AV	CA Lawton Company	Single-Family Residential	State-National	
603 S Michigan ST	Main Hall (SNC)	Single-Family Residential	State-National	

Action Requested

1. HPC should determine how recent each property was already asked about designations and decide if asking again is too soon.
2. Recommend the specific addresses to be observed and designate an HPC member to observe each of the specified properties from the sidewalk to ensure there are not any obvious disqualifying features.
3. Direct staff to notify each property (via mail), inquiring if interested in designations at the above referenced local or state/federal level.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: February 21, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on reserving space at St Norbert College for an HPC informational seminar for homeowners conducted by Wisconsin Historical Society Staff and DPHPC members on May 16, 2022 (time to be determined). Presented by Vice-Chair Gene Hackbarth.

The following is a link to the SNC website for booking events. It has been suggested that the HPC speak with either Carla or Pam for bookings.

<https://www.snc.edu/conference/>