



# Historic Preservation Commission

## Regular Meeting

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

## Agenda

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|                           |         |                                    |
|---------------------------|---------|------------------------------------|
| Monday, February 17, 2020 | 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 **February 17, 2020** 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 Spectrum 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 December 16, 2019 Historic Preservation Commission meeting.
3. Discussion and possible action regarding the mailing of property owner letters to start the process of de-listing 106 S. Broadway Street, 502 N. Wisconsin Street, and 520 N. Michigan Street.
4. Discussion and possible action regarding the mailing of property owner letters to start the process of designating three potential local historic structures or sites at 380 Main Avenue, 416 George Street, and 200 N. Broadway.
5. Future Agenda Items.

### 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  
Joe De Rose, Wisconsin Historical Society



City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** February 17, 2020

**DEPARTMENT:** Planning

**FROM:** Kelly Barker

**SUBJECT:** Approval of the minutes of the December 16, 2019 Historic Preservation Commission meeting.

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**ATTACHMENTS:**

- HPC\_Dec2019\_Minutes\_Draft (PDF)



# Historic Preservation Commission

## Regular Meeting

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

### Draft Minutes

Monday, December 16, 2019

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        | Alderpersion     | 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     | Excused |         |

Also present: City Planner Peter Schleinz and Ald. Jonathan Hansen.

2. Approval of the minutes of the September 16, 2019 Historic Preservation Commission meeting.

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

3. Discussion and possible action regarding changes made by the federal Tax Cuts and Jobs Act (Public Law 115-97), related to transfers of Wisconsin's supplemental to the federal historic rehabilitation tax credit.

Gene Hackbarth reported that there has been a change in how tax credits are paid out to homeowners. Homeowners are now able to get 20% paid out each year over a 5 year period. It used to be paid out at 100% after the final project was approved.

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>NO ACTION</b> |
|----------------|------------------|

4. Discussion and possible action regarding the procedure for de-listing properties that are state and federally recognized as historic.

Gene Hackbarth requested this item be added to the meeting agenda in order to discuss the de-listing process, which was initially discussed at the September 16, 2019 HPC meeting. At that meeting, the HPC discussed the possible de-listing of the following three properties:

- 106 S Broadway Street
- 502 N Wisconsin Street
- 520 N Michigan Street

Gene noted that the requirements for de-listing a property include before & after photo documentation and a recommendation from the HPC which is sent to the Wisconsin Historical Society. Gene proposed that the HPC bring this item back to the January 2020 meeting for possible de-listing of these three properties, after notifying the property owners. Adam Turriff asked if there was already a procedure in place for de-listing. Gene replied that the HPC would utilize the same procedure that is currently used at the

state level. Scott Crevier asked what the timeframe is for de-listing a property. Gene replied that he is not sure since the HPC has never de-listed a property, but that it would be a quicker process than the time it takes to list a property. Once the HPC makes the recommendation, it is submitted to the state historical society and then the National Parks Department. City Planner Peter Schleinz noted that after the HPC makes the recommendation, it should go to Council for final review and approval. Discussion followed and it was decided that the method for reaching out to the property owners would be a letter mailed by staff. Scott Crevier suggested that staff prepare a draft letter to discuss at the January meeting and then vote on the de-listing of the three properties at the February meeting. Gene Hackbarth made a motion to approve the de-listing procedure as discussed, seconded by Adam Turriff. Upon vote, motion carried unanimously.

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

5. Discussion and possible action regarding a request to consider the nomination and designation of three properties as local historic structures and or sites in year 2020.

Ald. Jonathan Hansen made a proposal to the HPC to consider nominating the following properties as local historic structures:

-380 Main Avenue (former public library)

-416 George Street (former post office)

-200 N Broadway Street (Union Hotel)

He explained that there are only three properties currently listed as local historic structures in the City of De Pere. He added that a local designation gives the property owner more protection than just being listed on the state and national registers. He suggested that the HPC start with up to three properties to focus on in 2020. The first step would be to reach out to property owners of the three buildings and explain to them how the listing process works and see if they would be interested. Adam Turriff asked if any of the property owners reached out to Ald. Hansen with the desire to be listed. Ald. Hansen replied no. Gene Hackbarth noted that a local designation transfers from one property owner to the next, which is an important element. Scott Crevier explained that, from a property owner's standpoint, a local designation adds restrictions. He wants to make sure a designation is done in conjunction with the wishes of the property owner. If the property owner is not interested, the HPC will have to decide if they want to go ahead with the listing without the owner's consent. Adam Turriff suggested that a letter be sent to potential candidates to notify them of the possibility of a local designation of their building. Scott Crevier suggested that the HPC create a template letter to send out to potential property owners. Gene Hackbarth added that the letter should be an invitation. He noted that he will reach out to a few other commissions to find out what their procedure is for local designations. Discussion followed and the following procedure was created:

1. The HPC would send out a letter asking the property owner to call Planning staff if interested in a local designation.
2. If interested, the property owner would submit their request to the HPC.
3. The listing request would be added as an agenda item at a future HPC meeting.

City Planner Peter Schleinz asked for guidance regarding the timing to prepare an invitation letter. Scott Crevier suggested that staff prepare the draft letter for the HPC to review at either the January or February meeting, depending on timing. Gene Hackbarth added that the HPC maybe focus the actual designation in May, which is National Historic Preservation month.

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>NO ACTION</b> |
|----------------|------------------|

6. Discussion regarding the potential preservation of old and historic buildings, such as the Century and Old Journal Buildings.

Mike Fleck stated that he would like the HPC to discuss the preservation of both the Century building and the old Journal building, which are located on the 100 block of Broadway Street. The entire block was purchased by a development company except the Journal building, and the plan is to demolish the entire block for future redevelopment. Adam Turriff asked if any of the buildings are listed as contributing and the answer was no. Scott Crevier stated that the Council has plans for this redevelopment and we may need to wait and see what the plans are before making a possible decision. Gene Hackbarth motioned, seconded by Scott Crevier, to open the meeting. Upon vote, motion carried unanimously. Bryan Kaster addressed the commission. As the previous owner of the Century building, he is opposed to having restrictions placed on what could be developed on the site. Scott Crevier moved, seconded by Gene Hackbarth, to go back to regular order. Upon vote, motion carried unanimously. Scott Crevier noted that ultimately, the City Council has final approval of the fate of these buildings. But perhaps Peter can keep the HPC updated on any developments for this block. Gene Hackbarth added that some of the historical information that was researched could be distributed to the property owners as an educational resource.

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>DISCUSSED</b> |
|----------------|------------------|

### Adjournment

Adam Turriff motioned, seconded by Gene Hackbarth, to adjourn the meeting at 7:02 PM. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker



## City of De Pere, Wisconsin

### Request For Historic Preservation Commission Action

**MEETING DATE:** February 17, 2020

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Discussion and possible action regarding the mailing of property owner letters to start the process of de-listing 106 S. Broadway Street, 502 N. Wisconsin Street, and 520 N. Michigan Street.

The HPC members should recommend that staff deliver the property owner letters.

The HPC members should discuss what specifically will be presented at the March HPC meeting for the benefit of the property owners.

The HPC should identify key HPC representatives who the property owners can reach out to prior to the meeting if they have questions about the de-listing process.

#### ATTACHMENTS:

- HPC Considering De-Listing - 106 S Broadway ST - Owner Letter (DOCX)
- HPC Considering De-Listing - 502 N Wisconsin ST - Owner Letter (DOCX)
- HPC Considering De-Listing - 520 N Michigan ST - Owner Letter (DOCX)

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

MP Broadway LLC  
601 Oregon Street  
Oshkosh, WI 54902

RE: Proposed De-Listing of 106 S. Broadway Street from National & State Registers of Historic Places  
"Julius Kraus Store Building"  
(Parcel ED-784)

Dear MP Broadway LLC:

The City of De Pere Historic Preservation Commission is reaching out to you because your property, located at 106 S. Broadway Street, De Pere, WI, changed and may no longer qualify to be on the federal & state registers of historic places. The change to the property is summarized as follows:

- The building was damaged and demolished in 2019 due to a fire.

The Historic Preservation Commission wishes to de-list your property from the federal & state registers of historic places and will review the subject during a regularly scheduled Historic Preservation Commission meeting on **Monday, March 16, 2020 at 6:00 pm**. The meeting will be located in the Council Chambers on the second floor of De Pere City Hall. Copies of the meeting agendas will be available on the City of De Pere webpage at <https://www.deperewi.gov/> a few days before the meeting.

You are welcome to attend the meeting to learn about the de-listing process and to provide comments. If you have any additional questions or comments regarding the proposal, or if hard copies of the meeting agendas are desired, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering De-Listing - 106 S Broadway ST - Owner Letter (9210 : Discussion and possible action regarding the mailing of

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

Drewe Investments LLC  
5505 Tower Road  
De Pere, WI 54115

RE: Proposed De-Listing of 502 N. Wisconsin Street as a contributing structure in the N. Michigan-N. Superior Historic District on the National & State Registers of Historic Places  
"A. Putnam / L.P. Bickford House"  
(Parcel ED-439)

Dear Drewe Investments LLC:

The City of De Pere Historic Preservation Commission is reaching out to you because your property, located at 502 N. Wisconsin Street, De Pere, WI, changed and may no longer qualify to be a contributing structure in the N. Michigan-N. Superior Historic District on the federal & state registers of historic places. The change to the property is summarized as follows:

- The house was demolished in 2019.

The Historic Preservation Commission wishes to de-list your property from the contributing structures in the N. Michigan-N. Superior Historic District on the federal & state registers of historic places and will review the subject during a regularly scheduled Historic Preservation Commission meeting on **Monday, March 16, 2020 at 6:00 pm**. The meeting will be located in the Council Chambers on the second floor of De Pere City Hall. Copies of the meeting agendas will be available on the City of De Pere webpage at <https://www.deperewi.gov/> a few days before the meeting.

You are welcome to attend the meeting to learn about the de-listing process and to provide comments. If you have any additional questions or comments regarding the proposal, or if hard copies of the meeting agendas are desired, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering De-Listing - 502 N Wisconsin ST - Owner Letter (9210 : Discussion and possible action regarding the mailing of

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

Brooke M. Tinti  
520 N. Michigan Street  
De Pere, WI 54115

RE: Proposed De-Listing of 520 N. Michigan Street as a contributing structure in the N. Michigan-N. Superior Historic District on the National & State Registers of Historic Places  
"Robert Gano House"  
(Parcel ED-467)

Dear Ms. Tinti:

The City of De Pere Historic Preservation Commission is reaching out to you because your property, located at 520 N. Michigan Street, De Pere, WI, changed and may no longer qualify to be a contributing structure in the N. Michigan-N. Superior Historic District on the federal & state registers of historic places. The change to the property is summarized as follows:

- Building remodeling in 2019 with siding, window design changes, and porch design changes.

The Historic Preservation Commission wishes to de-list your property from the contributing structures in the N. Michigan-N. Superior Historic District on the federal & state registers of historic places and will review the subject during a regularly scheduled Historic Preservation Commission meeting on **Monday, March 16, 2020 at 6:00 pm**. The meeting will be located in the Council Chambers on the second floor of De Pere City Hall. Copies of the meeting agendas will be available on the City of De Pere webpage at <https://www.deperewi.gov/> a few days before the meeting.

You are welcome to attend the meeting to learn about the de-listing process and to provide comments. If you have any additional questions or comments regarding the proposal, or if hard copies of the meeting agendas are desired, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering De-Listing - 520 N Michigan ST - Owner Letter (9210 : Discussion and possible action regarding the mailing of



## City of De Pere, Wisconsin

### Request For Historic Preservation Commission Action

**MEETING DATE:** February 17, 2020

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Discussion and possible action regarding the mailing of property owner letters to start the process of designating three potential local historic structures or sites at 380 Main Avenue, 416 George Street, and 200 N. Broadway.

The HPC members should recommend that staff deliver the property owner letters.

The HPC should identify key HPC representatives who will assist the property owners that may be interested in applying, so that the owners can more easily submit a complete application that is desired by the HPC. Also, the HPC member will need to be able to explain the need for a Certificate of Appropriateness from the HPC, should a local designation be approved.

The HPC should also discuss having a subgroup of members review the new city website and identify specific details to be added or removed from the site.

#### ATTACHMENTS:

- HPC Considering Local Nomination - 380 Main AV - Owner Letter (DOCX)
- HPC Considering Local Nomination - 416 George ST - Owner Letter (DOCX)
- HPC Considering Local Nomination - 200 N Broadway ST - Owner Letter (DOCX)

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

Old Nell Properties LLC  
380 Main Avenue  
De Pere, WI 54115

RE: Proposed Nomination of 380 Main Avenue as a Local Historic Structure/Site  
"De Pere Public Library"  
(Parcel WD-380)

Dear Old Nell Properties LLC:

The City of De Pere Historic Preservation Commission is reaching out to you to determine if you are interested in attempting to have your property, located at 380 Main Avenue, De Pere, WI, recognized and designated as a local historic structure/site. Your property is referenced as a potential candidate for designation in the 2001 City of De Pere Intensive Survey Report.

- Listed on the Wisconsin Register of Historic Places: 04/15/2002
- Listed on the National Register of Historic Places: 10/04/2002
- See this link for criteria for listing.  
<https://www.wisconsinhistory.org/Records/NationalRegister/NR1878>

If interested, please call my office and I will connect you to a Historic Preservation Commission member who will help you prepare the application documentation for such a request. The Historic Preservation Commission member will also help to explain, in greater detail, what it means to have a local designation status for your property.

If you have any additional questions or comments, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering Local Nomination - 380 Main AV - Owner Letter (9211 : Discussion and possible action regarding the mailing of

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

BMG Development LLC  
1330 S. Sedona Circle  
Oneida, WI 54155

RE: Proposed Nomination of 416 George Street as a Local Historic Structure/Site  
"De Pere Post Office"  
(Parcel ED-816)

Dear BMG Development LLC:

The City of De Pere Historic Preservation Commission is reaching out to you to determine if you are interested in attempting to have your property, located at 416 George Street, De Pere, WI, recognized and designated as a local historic structure/site. Your property is referenced as a potential candidate for designation in the 2001 City of De Pere Intensive Survey Report.

If interested, please call my office and I will connect you to a Historic Preservation Commission member who will help you prepare the application documentation for such a request. The Historic Preservation Commission member will also help to explain, in greater detail, what it means to have a local designation status for your property.

If you have any additional questions or comments, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering Local Nomination - 416 George ST - Owner Letter (9211 : Discussion and possible action regarding the mailing

# CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | [www.de-pere.org](http://www.de-pere.org)



February 17, 2020

Union Hotel Corp  
200 N. Broadway Street  
De Pere, WI 54115

RE: Proposed Nomination of 200 N. Broadway Street as a Local Historic Structure/Site  
"Union House Hotel"  
(Parcel ED-857)

Dear Union Hotel Corp:

The City of De Pere Historic Preservation Commission is reaching out to you to determine if you are interested in attempting to have your property, located at 200 N. Broadway Street, De Pere, WI, recognized and designated as a local historic structure/site. Your property is referenced as a potential candidate for designation in the 2001 City of De Pere Intensive Survey Report.

- Listed on the Wisconsin Register of Historic Places: 07/18/2003
- Listed on the National Register of Historic Places: 11/26/2003
- See this link for criteria for listing.

<https://www.wisconsinhistory.org/Records/NationalRegister/NR1978>

If interested, please call my office and I will connect you to a Historic Preservation Commission member who will help you prepare the application documentation for such a request. The Historic Preservation Commission member will also help to explain, in greater detail, what it means to have a local designation status for your property.

If you have any additional questions or comments, contact me at (920) 339-4043 or [pschleinz@deperewi.gov](mailto:pschleinz@deperewi.gov).

Respectfully,

Peter Schleinz  
Senior Planner | Zoning Administrator

cc: Mike Fleck, Historic Preservation Commission Chair  
Brian Netzel, Historic Preservation Commission Vice-Chair

Attachment: HPC Considering Local Nomination - 200 N Broadway ST - Owner Letter (9211 : Discussion and possible action regarding the



City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** February 17, 2020

**DEPARTMENT:** Planning

**FROM:** Kelly Barker

**SUBJECT:** Future Agenda Items.

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