



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Revised Agenda

Monday, February 15, 2016

6:00 PM

De Pere City Hall Council Chambers

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 15, 2016** 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. 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.

Call to Order

1. Roll Call
2. Approval of the minutes of the January 18, 2016 meeting
3. Review and Discussion on Plaque Survey for the State and National Broadway Historic District
4. Planning for Historic Preservation Month activities
5. Update on the relocation of the Marquette-Joliet Wisconsin History Marker #189, formerly located at Creviere Commons
6. 2016 WAHPC State Conference
7. Correspondence from property owner of 922 N. Broadway for consideration of National Registry plaque
8. 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 Monday, February 15, 2016 so that arrangements can be made.

AGENDA SENT TO:

Commission Members
Alderspersons
Department Heads
News Media
De Pere Chamber of Commerce
Brown County Library, De Pere Branch
Joe De Rose, Historic Preservation Division

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: February 15, 2016
DEPARTMENT: Planning
FROM: Sarah Wallace
SUBJECT: Approval of the minutes of the January 18, 2016 meeting

ATTACHMENTS:

- HPC_Jan2016_Minutes_Draft (PDF)



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Monday, January 18, 2016
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	Aldersperson	Present	
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Vice Chairperson	Present	
Kate Sabel	Commissioner	Present	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	

Also present: City Planner Sarah Wallace and members of the public.

2. Approval of the minutes of the December 21, 2015 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Sue Sands, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Netzel, Sabel, Sands, Turriff

3. Discussion on Cost Estimates for Historic Plaques for the State and National Historic Broadway District. To Include Request for Carryover to 2016 Budget. *

City Planner Sarah Wallace provided a summary of size options and costs from three plaque vendors: Jones Sign, Weber Awards, and Erie Landmark. Discussion followed regarding visibility of the respective plaque sizes and the aesthetics of the finish options. Sarah explained that the Commission must first select the plaque style and size, and then identify the amount of the carryover request to be submitted to the Finance Committee. Research on homes should then be conducted, and the final step would be to offer a contract to the selected vendor.

Sue Sands motioned, seconded by Kate Sabel, to select the 7 x 10 oval plaque with bronze finish. Upon vote, motion carried unanimously.

Gene Hackbarth motioned, seconded by Adam Turriff, to request a carryover in the amount needed to cover the cost of the project. Upon vote, motion carried unanimously. Staff will assemble the homeowner survey and present it at the February meeting for review.

4. Discussion and Planning for Historic Preservation Month. Discussion on Educational Opportunities and Activities.

Gene Hackbarth distributed a draft agenda for the April 22-23rd annual meeting of the Wisconsin Association of Historic Preservation Commissions, which could be promoted as part of HPC Month activities. Discussion followed regarding opportunities for historic tours which could potentially include the St Norbert College campus. The Commission identified the weekend of May 21 - 22 as a possible target date to conduct tours. Gene requested that board members try to obtain feedback on properties that citizens might like to see on a tour. Scott Crevier, Brian Netzel, and Mike Fleck volunteered to work on coordinating HPC Month activities.

Attachment: HPC_Jan2016_Minutes_Draft (4381 : minutes)

5. Update on Proposed Wisconsin Legislation, Assembly Bill 568 and Senate Bill 445.
Gene Hackbarth reported that a closed session will be held this Thursday to discuss Substitute Amendment 1 to Assembly Bill 568. The Wisconsin Association of Historic Preservation Commissions is still encouraging people to contact their state representatives to encourage deletion of the historic preservation clause.
6. Information to keep aware of: A. The City Council, at the January 19, 2016 meeting, will be presenting St. Norbert College (SNC) a certificate along with congratulations for the Nicolet High School listing on the State and National Registers of Historic Places. Representatives from the State and SNC will be in attendance. B. Update on the 2015 Certified Local Government Survey for SNC.
Gene Hackbarth reported that the 2015 Certified Local Government (CLG) annual survey has been completed and submitted to the State Historic Preservation Officer.
7. Future agenda items.
Planning for Historic Preservation Month activities and the budget carryover request. Mike Fleck motioned, seconded by Scott Crevier, to open the meeting for public comments.
A De Pere resident inquired about the status of the Irwin School site, and expressed concern about properties with potential code violations. Scott Crevier noted that there are city ordinances that address those things, and recommended that she contact the Building Inspection department.
Mike Fleck motioned, seconded by Scott Crevier, to return to regular order. Upon vote, motion carried unanimously.

Adjournment

Scott Crevier motioned, seconded by Brian Netzel, to adjourn the meeting at 6:40 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review and Discussion on Plaque Survey for the State and National Broadway Historic District

At last month's meeting the Commission approved moving forward with a 7"x10" oval plaque for the Broadway residential State and National Historic District. As part of our conversations at that meeting, the next steps are to complete the research needed for each of the residential homes, along with the creation of a survey to be sent out to residents/owners within the district to determine their interest in participating in the purchasing and installation of plaques for their homes.

Attached you will find a draft letter and survey, for your review and comment. Take in mind that the last survey that was drafted (2014) provided options for the size and style of the plaque by the homeowner. This survey is mainly looking to identify the interest in participating with a plaque on the home.

Also up for discussion is the exact text to be on each plaque. Please review the attached and come to the meeting with ideas and suggestions.

ATTACHMENTS:

- Plaque Survey Letter_2016 Update (PDF)
- Survey_Questions_2016 (PPTX)

DRAFT

DATE

NAME

ADDRESS

CITY ST ZIP

Dear Homeowner:

As you know, the De Pere Historic Preservation Commission is launching a project to recognize buildings on the National Register of Historic Places with the installation of a commemorative bronze plaque. The Commission had held an informational meeting in late 2014 to gauge interest from homeowners in the North Broadway district. Potential plaque design, cost, implementation, and research requirements for the project were discussed. The next step is to determine how many residents are interested in participating. Attached you will find a survey, please complete and send back to the City in the return envelope by XXXXX. Cost estimates are currently \$182 per plaque but could possibly increase slightly when the order is submitted. The city would cover \$100 plus installation costs (approximately \$40.00). It is anticipated that your cost will be \$82.00 -\$85.00 each.

Please review the sample design included as part of the survey and determine your interest in participating in this recognition for your residence. You can return the completed survey in the enclosed envelope.

Once the survey results have been compiled, the Commission will be sending out a follow up letter with the specific information for your home and a detailed proof of the plaque prior to ordering.

If you have any questions about the project, please contact City Planner Sarah Wallace at 920-339-4043.

Sincerely,

Sarah Wallace

City of De Pere Associate Planner

Attachment: Plaque Survey Letter_2016 Update (4380 : Survey_Plaques)

OPTION 1: ☐

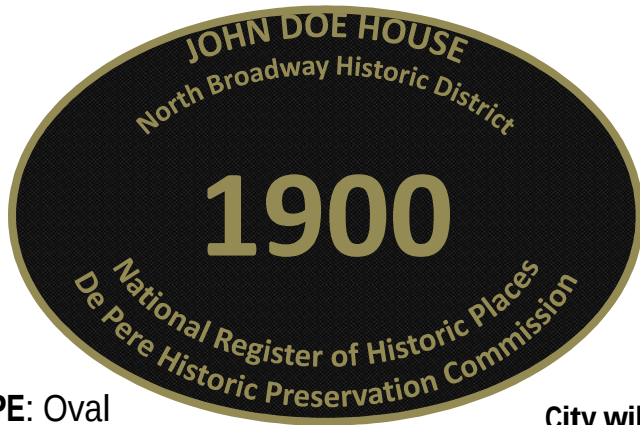
I AM NOT INTERESTED
IN INSTALLING A PLAQUE ON MY HOME

OPTION 2: ☐

I HAVE AN EXISTING PLAQUE AND I AM NOT
INTERESTED IN A NEW PLAQUE

OPTION 3*: ☐

I AM INTERESTED IN INSTALLING A PLAQUE
AND UNDERSTAND THAT THIS IS THE
GENERAL CONCEPT OF THE DESIGN.



SHAPE: Oval

SIZE: 10" X 7"

ESTIMATED COST: \$XXXX

City will pay: \$100.00
+ installation

Owner pays: \$~82.00

Instructions:

1. Please return this survey with one option selected
2. Send completed form by **[DATE]** to city in enclosed envelope

* final design of Plaque will be determined upon final count and final price quote. You will receive a follow up letter with the information and detail of the plaque prior to order.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Planning for Historic Preservation Month activities

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Update on the relocation of the Marquette-Joliet Wisconsin History Marker #189, formerly located at Creviere Commons

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: 2016 WAHPC State Conference

Please see the attached information for the 2016 WAHPC State Conference and Registration. The Historic Preservation Budget for Conferences this year is \$500, to date none has been spent. Please inform Planning Staff and complete registration form if you are planning on attending the State Conference.

ATTACHMENTS:

- WAHPC 2016 conference overview-4 (PDF)
- WAHPC 2016 Draft Conference Agenda-2 (PDF)
- WAHPC 2016 Annual Meeting and Conference Registration Form-3 (PDF)

WAHPC's 2016 Annual Meeting and Conference

New Tools and Continuing Challenges

April 22-23, 2016, Green Bay and De Pere, Wisconsin

Conference Overview

Bills introduced in the 2015-2016 Wisconsin Legislature contained "owner approval" provisions that would have dramatically altered historic preservation law in the state and changed the way historic preservation commissions work. Even though this controversial legislation has been dialed back, local governments will need to adapt to it. The debates surrounding the legislation led to wider and continuing conversations around the state and the country about historic preservation districts.

Nationally known author and speaker Bill Schmickle of Baltimore, Maryland, will present a full-day program on the timely topic of the politics of the establishment and long-term viability of local historic districts. People who were directly involved in the legislative process will also provide their insights and suggest ways in which local governments will need to adapt to a changed landscape.

Programs also will be presented on use of Historic Preservation Tax Credits for Small Projects, namely, the Ameriprise Building, De Pere, and on the Restoration of the Historic Hotel Northland in Green Bay (using HTC plus a combination of financing sources for a large project).

The Meeting and Conference will be held at the Heritage Hill State Historical Park Visitor/Event Center in Green Bay on Friday afternoon, April 22 and on Saturday, April 23. During the late afternoon on Friday, we will move to the Historic Union Hotel in De Pere for a cash bar reception and award presentations. Dinner is on your own.

Blocks of rooms have been held at the Chateau De Pere for overnight accommodations at \$82+Tax per night and at the Econolodge Inn & Suites, Green Bay, for \$74.99 + Tax per night. Mention you are with the WAHPC State Conference. Special rates at the Chateau De Pere and Econolodge will expire April 4.

Contact information for all conference venues and lodging places is shown below.

Conference registration includes the half-day program on Friday afternoon at Heritage Hill, cash bar reception and awards presentation at the Union Hotel, and the full-day program at Heritage Hill on Saturday, with morning refreshments, a box lunch, and the ever-popular roundtable discussions over the noon hour. Tour options are also included at no extra charge.

Tour Option #1 is of the Downtown De Pere National Register Historic District, including the Historic De Pere Lock & Riverwalk. Tour Option #2 is of the Titledown Brewing Company in the Historic C&NW Railway Depot, also a National Register property and part of the Broadway Historic District in downtown Green Bay.

Registration fees are \$50 for WAHPC members, including individual members and commissioners of WAHPC-member commissions, and \$60 for non-members. A \$10 late registration fee will be charged for registrations received after April 8, 2016. Exhibitor display tables at the Heritage Hill conference site are available for \$100, which includes one full conference registration.

WAHPC member commissions are shown in italics on the Wisconsin Landmarks Commissions page of this web site. For commissions that join by April 8, the discounted member registration rate will be available to all of its commission members, government officials, and staff. Likewise, the member registration rate will be available to individuals joining by April 8. A fillable membership form is found on the Membership page of this web site.

A fillable Meeting and Conference registration form may be found below the following detailed schedule.

Don't miss this opportunity to keep your commission up to date.

Please direct questions by email to admin@wisconsinahpc.org or by telephone to Gene Hackbarth at (920) 227-7878.

(Programs and tours are subject to change.)

Venue Contact Information

Heritage Hill State Historical Park
2640 S. Webster Avenue,
Green Bay, WI
(920) 448-5150
www.heritagehillgb.org

Union Hotel
200 N. Broadway,
De Pere, WI
(920) 336-6131.

Chateau De Pere
201 James Street
De Pere, WI
(920) 347-0007
www.chateaudepere.com

Econolodge Inn & Suites
2815 Ramada Way
Green Bay, WI
(920) 494-8790
Email: Econolodge2815@yahoo.com

**Detailed WAHPC Meeting and Conference Agenda
(Times and topics subject to modification)**

Friday, April 22, 2016 Heritage Hill State Historical Park, Green Bay

1:00 PM Registration and Refreshments

1:25 Welcome by De Pere's Mayor and Heritage Hill Corp. Board President, Gene Hackbarth

1:45 Conference overview and introductions by WAHPC President John Decker

1:55 Program: Where Did That Come From? The New Historic Preservation Legislation in Wisconsin

2:30 Break

2:40 Program: Using Historic Preservation Tax Credits for the Ameriprise Building, De Pere

3:15 Program: Creative Financing and use of HTC for the Historic Hotel Northland, Green Bay

4:15 Annual Meeting of Members: Reports of the President and the Treasurer and Election of 3 Directors for 3-year Terms.

Friday, April 22, 2016 Historic Union Hotel, De Pere

6:00 PM Cash bar Reception and Presentation of Awards

7:00 Dinner (On your Own)

Saturday, April 23, 2016 Heritage Hill Historical Site, Green Bay

8:00 AM Registration and Refreshments

8:30 Welcome and Wisconsin Historical Society Update

8:45 Wisconsin Trust for Historic Preservation Update

9:00 Program: The Politics of Historic Preservation Districts. Bill Schmickle, Annapolis, MD

10:20 Break

10:30 Program: Preservation Politics -- Keeping Historic Districts Vital. Bill Schmickle

12:00 Noon Luncheon

12:45 P M Roundtable discussions

1:45 Break

1:55 Program Continues

3:10 Conference wrap-up

3:15 Tours of Historic Sites-(Optional)

Tour #1 Downtown De Pere NR Historic District and the Historic De Pere Lock & Viewing Pier

Tour #2 Titledown Brewing Company in the Historic C&NW Railway Depot, Green Bay

Attachment: WAHPC 2016 Draft Conference Agenda-2 (4386 : 2016 Spring Conference)

WAHPC 2016 Annual Meeting and Conference Registration Form

Please submit one registration form for each address.

Registration fees for multiple attendees may be submitted in one check, if wished.

Attendee's name(s) _____

Commission name _____

Street address or PO Box _____

Address line 2 _____

City _____ State ____ ZIP _____

Telephone _____

Email _____

Registration fee: Member @ \$50 _____ Nonmember @ \$60 _____

Late fee (after April 8) @\$10 _____

Exhibitor table (includes one full conference registration) @ \$100 _____

Name for exhibitor table _____

Any dietary restrictions _____

For hotel reservations please directly contact the Chateau De Pere (920) 347-0007, or the Econolodge Inn & Suites, Green Bay (920) 494-8790.

Reserved under: WAHPC mention that you are attending the historic preservation conference. The convention rates are available for a limited number of rooms, on a first-come-first-served basis, and expire on April 4. See the Conference Overview for further information.

Please mail this completed form and a check payable to WAHPC to:

WAHPC, PO Box 166, Winneconne, WI 54986

Email any questions to admin@wisconsinahpc.org or call

Gene Hackbarth at (920) 227-7878.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Correspondence from property owner of 922 N. Broadway for consideration of National Registry plaque

Please see the attached Correspondence received in the Planning office.

The owner of the Otto and Hilda Gretzinger house located at 922 North Broadway has requested consideration for a National Registry Plaque, when available. This home is listed on the National and State Historic Registries. The Historic Preservation Commission designated carry over money from the 2015 budget to be used for plaques within the Broadway Historic District. This property, however, is not in that Historic District. While properties outside historic districts have received plaques in the past, the most recent budget authorization specifically targeted the Broadway District. If the Commission desires to award a plaque to this location, here are a few paths of action to consider:

1. Because funds for this plaque have not been allocated in the 2016 budget, keep this request on file and compile with other requests and discussions in order to draft a budget request plan in late summer/early fall. The goal of this discussion would be to organize projects into Commission goals for the upcoming year. Plan to include this home (and any others) in a 2017 budget request, to be implemented in early 2017.
2. Pursue a budget adjustment to request additional funding in the 2016 budget to fund a plaque for this home. The budget adjustment would need to be reviewed by Finance and Personnel and the Common Council. The source of funding should also be identified.
3. Hold the request until later in the year to ensure that Broadway District homes have the first opportunity for historic plaques. If funding remains at the end of the year, discuss a reallocation of the Broadway District funds to purchase a plaque for 922 N. Broadway.

Staff recommends option 1, that this request be held and compiled with similar requests and discussion topics to be included in a 2017 budget request.

ATTACHMENTS:

- hpc-letter_201602091511 (PDF)



De Pere Historic Preservation Commission
335 S. Broadway
De Pere, WI 54115

February 9, 2016

Dear Commission Members:

I own and live in the Oscar Gretzinger House located at 922 N. Broadway, De Pere.

I have watched the DPHPC Meetings on the De Pere TV Channel and am aware of your efforts to provide National Register plaques to the properties listed within the North Broadway Historic Home District. Although my house is not listed as contributing to the North Broadway District, I am very interested in receiving a NR Plaque when possible.

Thanks for your interest and efforts to preserve the cultural history of our great community.

Sincerely,

A handwritten signature in black ink, which appears to read "Ann Boone", is written over the typed name.

Ann Boone
922 N. Broadway
De Pere, WI 54115

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

MEETING DATE: February 15, 2016

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Future Agenda Items
