



# Historic Preservation Commission

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Regular Meeting

## Agenda

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Monday, April 28, 2025

6:00 PM

Council Chambers and Virtual

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Pursuant to Wisconsin Statute 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 **April 28, 2025** at **6:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

**The Public or Members of the Historic Preservation Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic 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 TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.*

- I. Call to Order
  1. Roll Call
  2. Approval of the minutes of the March 24, 2025 Historic Preservation Commission meeting.
  3. Public Comment on 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 the status of five projects that Historic Preservation Committee members are working on in 2025. Projects include WAHPC award nominations, public education program #1, historic property designations, CLG Subgrant facilitation, and public education program #2.
  5. Discussion and acknowledgment of an award granted to 415-417 Main AV by WAHPC.

6. Discussion about information learned by the Historic Preservation Commission members while attending the April 24-25, 2025, WAHPC Conference.
7. Adjournment.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day 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

I.2

**Request for Historic Preservation Commission  
Action**

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**MEETING DATE:** April 28, 2025  
**DEPARTMENT:** Development Services  
**FROM:** Kelly Barker, Administrative Assistant  
**SUBJECT:** Approval of the minutes of the March 24, 2025 Historic Preservation Commission meeting.  
**RECOMMENDED ACTION:** Approval

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ATTACHMENTS:  
HPC\_March2025\_Minutes\_Draft



# Historic Preservation Commission

Regular Meeting

Draft Minutes

335 South Broadway  
De Pere, WI 54115  
[www.deperewi.gov](http://www.deperewi.gov)

Monday, March 24, 2025

6:00 PM

City Hall, Council Chambers 335 S. Broadway, De Pere, WI 54115

I. Call to Order

1. Roll Call

**Present:** Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller, Mary Ann Schumerth

**Absent:**

**Excused:** Mark Reinhart

Also present: City Planner Peter Schleinzi and members of the public.

2. Approval of the minutes of the January 27, 2025 Historic Preservation Commission meeting.

<b>RESULT:</b>	<b>Approved</b>
<b>MOVER:</b>	Patrick Boyd
<b>SECONDER:</b>	Jonathon Hansen
<b>AYES:</b>	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller, Mary Ann Schumerth
<b>NAYS:</b>	None

3. A Public Hearing to act on a change to the local historic designation status from “historic site” to “historic structure” at 403 N Broadway ST (Parcel ED-752).\*

Ald. Hansen opened the public hearing at 6:02 pm. No one wished to speak. The public hearing was closed at 6:02 pm.

A. Notice of Public Hearing.

Kelly Barker stated that the public hearing notice was published in the Press Times on March 14, 2025.

B. Recommendation from staff.

City Planner Peter Schleinzi reviewed the act to change the local historic site to historic designation status from historic "site" to historic "structure" at 403 N Broadway Street. Staff recommended approval of the change and forwarding the recommendation to the Common Council for a final decision. Ald. Hansen asked for clarification of what this change means if the property owners want to make changes outside of the designated red box. Peter explained that the change would only affect where a certificate of appropriateness would be needed. There were no other questions. Ald. Hansen moved, seconded by Patrick Boyd, to approve the designation status change. Upon vote, motion carried by a vote of 4-0-2, with Jane Schueller and Mary Beth Schumerth abstaining. Both are board members of the De Pere Historical Society.

<b>RESULT:</b>	<b>Approved</b>
<b>MOVER:</b>	Jonathon Hansen
<b>SECONDER:</b>	Patrick Boyd
<b>AYES:</b>	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	Jane Schueller, Mary Ann Schumerth

- 4. Public Comment on 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

Gene Hackbarth noted that the 417 Main Avenue project is being submitted for an award to the Wisconsin Associated of Historic Preservation Commissions (WAHPC). The award ceremony will take place in April. He also added that he will be appointed to the Wisconsin Trust for Historic Preservation Commissions Board of Trustees for a 3-year term. Ald. Hansen congratulated Gene on his appointment. There were no other public comments.

- 5. Consideration and possible action for a Certificate of Appropriateness to permanently remove the west end, and to relocate the east end, of the White Pillars building at 403 N Broadway ST (Parcel ED-752).

City Planner Peter Schleinzi reviewed the request for a certificate of appropriateness. He explained that the intent is to discuss the certificate of appropriateness for the existing building, not a site plan for the new building concept. Ald. Hansen moved, seconded by Patrick Boyd, to open the meeting. Upon vote, motion carried unanimously. The representatives, Pudge Schuh and Paul Mezler, addressed the commission. They stated that the intent is to dismantle and salvage as much of the building as they can. Ald. Hansen moved, seconded by Jane Schueller, to go back to regular session. Upon vote, motion carried unanimously. There was no other discussion. Ald. Hansen moved, seconded by Gene Hackbarth, to approve the certificate of appropriateness. Upon vote, motion carried by a vote of 4-0-2, with Jane Schueller and Mary Beth Schumerth abstaining.

<b>RESULT:</b>	<b>Approved</b>
<b>MOVER:</b>	Gene Hackbarth
<b>SECONDER:</b>	Jonathon Hansen
<b>AYES:</b>	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	Jane Schueller, Mary Ann Schumerth

- 6. Consideration and possible action about the status of five projects that Historic Preservation Committee members are working on in 2025. Projects include WAHPC award nominations, public education program #1, historic property designations, CLG Subgrant facilitation, and public education program #2.

City Planner Peter Schleinzi stated that the consultant has been hired for the CLG subgrant and the project is scheduled to end on time. There were no other updates or formal action to be taken. Ald. Hansen asked if the group had any updates on the education program #1. Patrick Boyd stated that there was no update. Ald. Hansen added that the street name project could be incorporated into this educational

program. For the designation project, Ald. Hansen stated that he will send a list of potential properties to Jane and Kathy so the group can narrow down the list. This is a discussion only item so no formal action was taken.

7. Discussion about year 2024 revisions to the De Pere Home Improvement Loan Program to include owner-occupied homes with a historic district and a local historic designation as potentially eligible properties.

City Planner Peter Schleinzi reviewed the revisions to the De Pere Home Improvement Loan Program. Homes that are in historic districts are now eligible for the program. Gene Hackbarth asked when the project will be implemented. Peter stated that the program is already in place. No formal action was required.

8. Adjournment.

Gene Hackbarth moved, seconded by Jane Schueller, to adjourn the meeting at 6:26 PM. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker



City of De Pere, Wisconsin

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**Request for Historic Preservation Commission  
Action**

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**MEETING DATE:** April 28, 2025  
**DEPARTMENT:** Development Services  
**FROM:** Kelly Barker, Administrative Assistant  
**SUBJECT:** Public Comment on 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  
**RECOMMENDED ACTION:**

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**ATTACHMENTS:**  
None



City of De Pere, Wisconsin

I.4

**Request for Historic Preservation Commission  
Action**

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**MEETING DATE:** April 28, 2025  
**DEPARTMENT:** Development Services  
**FROM:** Peter Schlein, City Planner/Zoning Administrator  
**SUBJECT:** Consideration and possible action about the status of five projects that Historic Preservation Committee members are working on in 2025. Projects include WAHPC award nominations, public education program #1, historic property designations, CLG Subgrant facilitation, and public education program #2.  
**RECOMMENDED ACTION:** Receive the information and place on file.

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**ATTACHMENTS:**  
Memo to HPC

# CITY OF DE PERE MEMO



To: Historic Preservation Commission Members  
From: Peter Schleinz, Senior Planner | Zoning Administrator  
Date: April 28, 2025

**RE: Consideration and possible action about the status of five projects that Historic Preservation Committee members are working on in 2025. Projects include WAHPC award nominations, public education program #1, historic property designations, CLG Subgrant facilitation, and public education program #2.**

## Summary:

On January 27, 2025, the Historic Preservation Commission (HPC) approved five projects to work on in year 2025. The HPC designated a timeline for each project and designated HPC members to work on each project. The table on the following page summarizes the HPC decisions that were made.

Below is a summary status for each specific project:

1. WAHPC award nominations.

Gene Hackbarth submitted a nomination for a building at 415-417 Main AV, and the building was selected for an award during last week's WAHPC Conference. An acknowledgement of the award will be made during the meeting by Gene. This project is complete.

2. Public education program #1.

No status change. Project to be completed by May 2025.

3. Historic property designations.

No status change. Project to be completed by July 2025.

4. CLG Subgrant facilitation: Historic designation of 127 N Broadway ST.

Status from staff: On April 21, 2025, a required quarterly report was prepared for the grant project and submitted to Wisconsin Historical Society. The consultant's research is 30% complete. The HPC should be aware that grant reimbursement for this project has again become at risk for being cut at the federal level. Project to be completed by September 2025.

5. Public education program #2.

The project does not need to start until June 2025.

## RECOMMENDATION:

No formal HPC action is required. Receive the information and place on file.

## PROPOSED HPC MEMBER PROJECTS

Topic	Timeframe	Project HPC Member	Project Status
Consider WAHPC Award Nominations	Jan – Mar	Gene	In progress.
Education program #1 of 2 on the historical education of the City. <i>(Ideas: Discovering Brown County, Immigrant City, Transportation Then and Now, Urban Archaeology)</i>	Jan – May	Mark Mary Ann Patrick	In progress.
Target three residential properties and three commercial properties for national, state, and/or local designation.	Jan – Jul	Jane Jonathon Kathy	In progress.
Complete a 2024 Certified Local Government Sub-grant for a federal and state designation at 127 N Broadway ST (State Bank of De Pere).	Jan – Sep	Gene	In progress. Next HPC action is June 23, 2025.
Education program #2 of 2 on the historical education of the City. <i>(Ideas: Discovering Brown County, Immigrant City, Transportation Then and Now, Urban Archaeology)</i>	Jun – Dec	Mark Mary Ann Patrick	Starts in June.

	Project starts during FIRST quarter of year.
	Project starts during SECOND quarter of year.
	Project starts during THIRD quarter of year.
	Project starts during FOURTH quarter of year.

## PROPOSED HPC MEMBER PROJECT TIMELINE

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
WAHPC	<i>Completed on schedule.</i>											
ED #1												
TARGET												
CLG						HPC	CC					
ED #2												



City of De Pere, Wisconsin

I.5

**Request for Historic Preservation Commission  
Action**

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**MEETING DATE:** April 28, 2025  
**DEPARTMENT:** Development Services  
**FROM:** Peter Schlein, City Planner/Zoning Administrator, Gene Hackbarth,  
Commissioner  
**SUBJECT:** Discussion and acknowledgment of an award granted to 415-417 Main  
AV by WAHPC.  
**RECOMMENDED  
ACTION:** Presentation

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**ATTACHMENTS:**  
415.417 Main North Facade, 415.417 Main - South Facade, 415.417 First Level, 415.417 Second  
Level



Above is the north façade of 415/417 Main with the before picture on the left and the after picture on the right. The new façade recreates the early 1900 design of the building with the large windows, showcasing the new bookstore and providing northern exposure natural light for the customers inside.



Above is the south façade of 415/417 Main with the before picture on the left and the after picture on the right. The condition of this building was nearly at a state of disrepair when we began the renovation in 2024. The mural painting was commissioned with Andrew Linskens and has brought the building to life and it has become the fun place for people to take pictures as a memory of their visit to De Pere. The left double door entry accesses the lower-level bookstore and the right single entry is the access to The Loft at 417 – a short stay option for guests visiting the De Pere area.



Above is an interior picture of the 415/417 Main used bookstore coffee, wine and craft beer venue. The exposed brick walls and wood floors, along with the multiple seating options bring a warm environment for customers and book clubs enjoying the new space.



Above is an interior picture of the 415/417 Main second level loft of exposing the brick walls, rafter ceilings, and original wood floors providing guests to the De Pere area a unique and comfortable stay.



City of De Pere, Wisconsin

I.6

**Request for Historic Preservation Commission  
Action**

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**MEETING DATE:** April 28, 2025  
**DEPARTMENT:** Development Services  
**FROM:** Peter Schlein, City Planner/Zoning Administrator  
**SUBJECT:** Discussion about information learned by the Historic Preservation Commission members while attending the April 24-25, 2025, WAHPC Conference.  
**RECOMMENDED ACTION:** Discussion item

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**ATTACHMENTS:**  
None