



Historic Preservation Commission

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Regular Meeting

Agenda

Monday, August 25, 2025

6:00 PM

Council Chambers and Virtual

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 **August 25, 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 June 23, 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 on the status of three projects that Historic Preservation Committee members are working on in 2025. Remaining projects include historic property designations, GLG Subgrant facilitation and public education program #2.
 5. Discussion about the completion of the installation of four neighborhood historic district signs.
 6. Discussion about the installation of "historic/information kiosk" signage in the De Pere Lock

and Dam Historic District at the west end of James St.

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.

Agenda Sent To:

Alderspersons
City Manager
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**

MEETING DATE: August 25, 2025
DEPARTMENT: Development Services
FROM: Kelly Barker, Administrative Assistant
SUBJECT: Approval of the minutes of the June 23, 2025 Historic Preservation Commission meeting.
RECOMMENDED ACTION: Approval

ATTACHMENTS:
HPC_Jun2025_Minutes_Draft



Historic Preservation Commission

Regular Meeting

Draft Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Monday, June 23, 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, Mark Reinhart, Jane Schueller, Mary Ann Schumerth

Absent:

Excused:

Also present: City Planner Peter Schleinzi.

2. Approval of the minutes of the April 28, 2025 Historic Preservation Commission meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Patrick Boyd
SECONDER:	Kathy Achten
AYES:	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Mark Reinhart, Jane Schueller, Mary Ann Schumerth

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

There were no public comments.

4. Annual Election of Chairperson and Vice Chairperson.

Gene Hackbarth moved, seconded by Kathy Achten, to nominate Ald. Hansen as Chairperson. Upon vote, motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gene Hackbarth
SECONDER:	Kathy Achten
AYES:	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Mark Reinhart, Jane Schueller, Mary Ann Schumerth

Patrick Boyd moved, seconded by Mark Reinhart, to nominate Gene Hackbarth as Vice Chairperson. Upon vote, motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Patrick Boyd
SECONDER:	Mark Reinhart
AYES:	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Mark Reinhart, Jane Schueller, Mary Ann Schumerth

5. Consideration and possible action on the status of three projects that Historic Preservation Committee members are working on in 2025. Projects include historic property designations, CLG Subgrant facilitation, and public education program #2.*

City Planner Peter Schleinz provided an update on the status of three pending HPC projects. In summary, there is no status change for the historic property designations and the project is slated to be completed by July 2025. The public education program #2 project started in June 2025 and will be completed by December 2025. For the CLG subgrant for the historic designation of 127 N Broadway, staff requested the HPC members to review the document for necessary historic data and reference corrections. Both Gene Hackbarth and Mark Reinhart made suggestions of changes to be made to the document. Peter noted that staff will forward the updates to the consultant. He added that the project is on schedule for completion by September 2025. The overall timeline of designation typically takes 1-2 years with both state and national review. Gene Hackbarth moved, seconded by Mark Reinhart, to recommend approval of the draft of the State Bank of De Pere Nomination document with the suggested revisions, and forward the document to the Common Council for a final decision on July 15, 2025. Upon vote, motion carried unanimously.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gene Hackbarth
SECONDER:	Mark Reinhart
AYES:	Kathy Achten, Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Mark Reinhart, Jane Schueller, Mary Ann Schumerth

6. Adjournment.

Mark Reinhart moved, seconded by Jane Schueller, to adjourn the meeting at 6:29 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

I.3

**Request for Historic Preservation Commission
Action**

MEETING DATE: August 25, 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: Public Comment

ATTACHMENTS:
None



City of De Pere, Wisconsin

I.4

**Request for Historic Preservation Commission
Action**

MEETING DATE: August 25, 2025
DEPARTMENT: Development Services
FROM: Peter Schlein, City Planner/Zoning Administrator
SUBJECT: Consideration and possible action on the status of three projects that Historic Preservation Committee members are working on in 2025. Remaining projects include historic property designations, GLG Subgrant facilitation and public education program #2.
RECOMMENDED ACTION: Receive and place on file.

ATTACHMENTS:
Memo to HPC - Project Status

CITY OF DE PERE MEMO



To: Historic Preservation Commission Members
From: Peter Schlein, Senior Planner | Zoning Administrator
Date: August 25, 2025

RE: Consideration and possible action on the status of three projects that Historic Preservation Committee members are working on in 2025. Remaining projects include historic property designations, GLG 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 remaining projects and HPC decisions that were made.

Below is a summary status for each specific project:

1. Historic property designations.

In July 2025, the HPC Chair and staff discussed the potential instability of grant funding for starting historic designation applications in 2025 with a completion in 2026. To avoid potential project delays that could confuse and frustrate our public applicants, it was decided that this project end without recommended properties in 2025. A new project should be reconsidered again in 2026 if the funding stability returns. Because of this, a follow-up NOI and grant application will not be needed. This project ended.

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

In June and July, the HPC and Common Council reviewed the final draft of the State Bank of De Pere Nomination document and approved having the consultant forward the documentation on to the Wisconsin Historical Society for review at the state and federal levels. The HPC portion of the project was completed two months ahead of schedule. The staff wrap up of invoice reimbursements and grant closure in September do not require HPC action. This project is complete.

3. Public education program #2.

The project started in June 2025. Project to be completed by December 2025.

RECOMMENDATION:

The HPC should receive and place the memo on file. No other formal action is required.

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	<i>Not completed.</i>											
TARGET	<i>Project ended until 2026, due to funding instability.</i>											
CLG	<i>Completed ahead of schedule in July.</i>											
ED #2												



City of De Pere, Wisconsin

L5

**Request for Historic Preservation Commission
Action**

MEETING DATE: August 25, 2025
DEPARTMENT: Development Services
FROM: Peter Schlein, City Planner/Zoning Administrator
SUBJECT: Discussion about the completion of the installation of four neighborhood historic district signs.
RECOMMENDED ACTION: Discussion.

ATTACHMENTS:
Memo to HPC - Historic District Signs

CITY OF DE PERE MEMO



To: Historic Preservation Commission Members
From: Peter Schlein, Senior Planner | Zoning Administrator
Date: August 25, 2025

RE: **Discussion about the completion of the installation of four neighborhood historic district signs.**

Summary:

In 2024, the HPC started an ARPA funded project to install neighborhood historic signs that provided a background description for the following residential neighborhoods:

- Daviswood Ranch Homes Historic District
- Mansion St. WWII Defense Housing Historic District
- North Broadway Street Historic District
- N. Michigan St. – N. Superior St. Historic District
- Randall Avenue Historic District

Four of the five district signs were installed in early August. A fifth sign, for the North Broadway Street Historic District, was not installed due to the proposed location at the White Pillars Museum property, 403 N Broadway ST, which is under construction. The fifth sign installation should be coordinated after the construction at the White Pillars Museum property is complete.

RECOMMENDATION:

This is an informational discussion item only. No action required.



2023 Air Photo with the Historic Districts highlighted.



City of De Pere, Wisconsin

I.6

**Request for Historic Preservation Commission
Action**

MEETING DATE: August 25, 2025
DEPARTMENT: Development Services
FROM: Peter Schlein, City Planner/Zoning Administrator
SUBJECT: Discussion about the installation of "historic/information kiosk" signage in the De Pere Lock and Dam Historic District at the west end of James St.
RECOMMENDED ACTION: Discussion.

ATTACHMENTS:
Memo to HPC - De Pere Lock and Dam Historic District Signs

CITY OF DE PERE MEMO



To: Historic Preservation Commission Members
From: Peter Schlein, Senior Planner | Zoning Administrator
Date: August 25, 2025

RE: **Discussion about the installation of “historic/information kiosk” signage in the De Pere Lock and Dam Historic District at the west end of James ST.**

Summary:

The Fox River Navigation System Authority and Wisconsin Historical Society are working together to install historic/information kiosk type signage on the back side of existing signage that is located on the “island” portion of the De Pere Lock and Dam Historic District. The De Pere Zoning Ordinance allows for historic/information kiosk signs in the PI-1 District without a sign permit as long as each sign is no more than 30 square feet in size and each sign setback at least 5’ from all property lines. No review or approval of the signs are required by the HPC, Plan Commission, Parks Board, or Common Council.

RECOMMENDATION:

This is an informational discussion item only. No action required.



2023 Air Photo with the De Pere Lock and Dam Historic District highlighted.