



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Agenda

Monday, November 17, 2014

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 **November 17, 2014** at **6:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

Call to Order

1. Roll Call.
2. Approval of the minutes of the October 20, 2014 meeting.
3. A Public Hearing to act on the local historic site designation for the White Pillars Museum and the Polo-Resto Service Station.
 - a. Notice of Public Hearing.
 - b. Public Hearing.
 - c. Review request to designate the White Pillars Museum as a local historic site.
 - d. Review request to designate the Polo-Resto Service Station as a local historic site.
4. 2014 budget review.
5. National Register of Historic Places.
6. Tours of St. Norbert College historic buildings.
7. Discussion on Federal Tax Credit Program continuation.
8. Local History - Historic Preservation conference.
9. Historic preservation sub-grants for 2014-2015.
10. National Historic Preservation Month May 2015.
11. Report on property sales within historic districts.
12. Discussion of plaques for properties on the National Register of Historic Places to begin at 7:00 PM.
13. Future agenda items.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Administrator's office at 339-4044 to make arrangements.

AGENDA SENT TO:
Commission Members
City Planner
Mayor
Alderpersons

Bank Mutual
Brown County
Heartland Properties
JCA Investments LLC

City Administrator
City Attorney
De Pere Chamber of Commerce
Kress Family Branch Library
News Media
Joe De Rose, Historic Preservation Division
De Pere Historical Society
Arbor Landing Homeowners Association

Jennifer L Parins
John Simpson
Lefebvre Investment Co LLC
Myrna M Herrbold
Patrick L & Julie M Deprey
Steven F & Kathleen G Kersten
Wisconsin DNR

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Approval of the minutes of the October 20, 2014 meeting.

ATTACHMENTS:

- HPC_Oct2014_Minutes_Draft (PDF)



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Monday, October 20, 2014

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Commissioner Mary Jane Herber

Attendee Name	Title	Status	Arrived
Scott Crevier	Aldersperson	Present	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Mary Jane Herber	Commissioner	Present	
Brian Netzel	Commissioner	Present	
Sue Sands	Commissioner	Excused	
Adam Turriff	Commissioner	Present	

Also present: City Planning Director Ken Pabich.

2. Approval of the minutes of the September 15, 2014 meeting.

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

3. 2014 budget review and membership approval.

Ken Pabich reported that there were no issues during the Common Council's budget study session. The full budget will be presented at the November 18th Council meeting. Gene Hackbarth motioned, seconded by Adam Turriff, to approve the membership invoice for the National Trust for Historic Preservation in the amount of \$20. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Adam Turriff, Commissioner
AYES:	Crevier, Fleck, Hackbarth, Herber, Netzel, Turriff
EXCUSED:	Sue Sands

4. National Register of Historic Places.

The group continued the discussion from last month about scheduling a recognition ceremony at a future Council meeting. Mary Jane Herber will verify the availability of property owners Jerry Turba and Kathryn Royle for the December 2nd meeting and confirm with Ken Pabich.

5. Tours of St. Norbert College historic buildings.

The group discussed recruiting St. Norbert faculty and students to develop material for a future tour. Gene Hackbarth and Mary Jane Herber will contact Victoria Tashjian of the history department and Brian Pirman in the art department to gauge interest.

6. Wisconsin Economic Development Corporation - tax credit programs.
Gene Hackbarth summarized the information shared at last month's meeting. Property owners who are considering a tax credit project after January 1, 2015, are encouraged to participate in the WEDC survey. The program requires a minimum project investment of \$50,000. Property owners have been notified through Definitely De Pere and the Chamber of Commerce; discussion followed about a potential direct mailing from this board.
7. Plaques for properties on the National Register of Historic Places.
Ken Pabich suggested scheduling a meeting with residential property owners in the North Broadway district concurrent with the next HPC meeting on November 17th. Mary Jane Herber will draft a letter to be mailed to the homeowners.
8. Local History - Historic Preservation Conference.
The conference is being held this Friday and Saturday in Elkhart Lake. Gene Hackbarth noted that McKim Boyd, Joe Seroogy, and Mary Kay Milquet of the De Pere Historical Society are presenting at the conference, and should be commended for the success of their historic picture shows. An invitation to present at the conference is a feather in their caps.
9. Historic Preservation sub-grants for 2014-2015.
Mary Jane Herber reported that the letter of intent for the St. Norbert College survey sub-grant has been submitted. Gene Hackbarth and Brian Netzel will now work on the application, which requires cost proposals, historical information, and justification for the grant.
10. Report on local landmark status request for De Pere Historical Society.
Mike Fleck will obtain the minutes of the most recent De Pere Historical Society meeting containing documentation of their request for local landmark status. The minutes are needed in order to arrange the public hearing, which will be scheduled for the November 17th meeting.
11. National Historic Preservation Month May 2015.
Mary Jane Herber requested that Commission members begin thinking now about potential activities for next year's event. Gene Hackbarth suggested recruiting Definitely De Pere to assist with a photo scavenger hunt activity featuring historical elements around the city.
12. Report on property sales within historic districts.
No report available this month.
13. Future agenda items.
Request from Abbot Gary Neville, St. Norbert Abbey, to consider placement of an Historic Marker at a site just north of 1000 N. Broadway. This site historically has been used as the Hockers Brick Factory, the Hockers Family House (still standing), a Wildlife Refuge named Abbey Pond (still exists), St. Norbert College Minahan Stadium, and the De Pere Polo Field. Abbot Neville is willing to attend

and speak at a future meeting when the item is discussed. The group agreed to invite him to the December meeting.

Adjournment

Brian Netzel motioned, seconded by Scott Crevier, to adjourn the meeting at 6:53 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Review request to designate the White Pillars Museum as a local historic site.

ATTACHMENTS:

- HPC_Public Hearing Notice (PDF)
- HPC_Local Landmark_Request (PDF)

Publish: November 6, 2014 (Class 1 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on Monday, November 17, 2014 at 6:05 p.m. or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway Street, De Pere, Wisconsin, a public hearing will be held by the Historic Preservation Commission of the City of De Pere to act on the local historic site designation for the following properties:

Parcel ED-752, 403 N. Broadway which is known as the White Pillars Museum. Petitioner: De Pere Historical Society.

Parcel ED-747-1, located on Front Street, which is known as the historic Polo-Resto Service Station. Petitioner: De Pere Historical Society.

Dated this 6th day of November, 2014.

BY ORDER OF THE COMMON COUNCIL

Michael J. Walsh
Mayor

Shana Defnet
City Clerk-Treasurer

Attachment: HPC_Public Hearing Notice (2860 : Review request to designate the White Pillars Museum as a local)

De Pere Historical Society

403 North Broadway De Pere, Wisconsin 54115 (920) 336-3877

www.DePereHistoricalSociety.org

Email: Info@DePereHistoricalSociety.org

"Preserving the Past for Future Generations"

October 30, 2014

City of De Pere
Attn: Attorney Judith Schmidt-Lehman
335 S. Broadway
De Pere, WI 54115

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

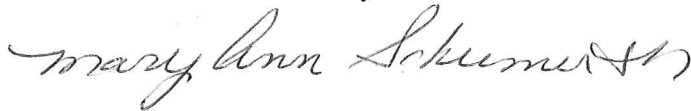
RE: De Pere Historical Society
Request for Landmark Status for White Pillars Museum and the Polo Resto

Attorney Schmidt-Lehman and Members of the Historic Preservation Commission:

Enclosed please find a copy of the De Pere Historical Society's Minutes from the October 13, 2014 Board meeting at which a motion was made to request that the City grant Landmark Status to White Pillars Museum and to the Polo Resto – individually – and which was unanimously passed. Please see top of page 4, item no. 9 of the Minutes for the motion.

Thank you for your consideration to this request.

De Pere Historical Society



Mary Ann Schumerth, Secretary

Established January 12, 1970

October 13, 2014

Page 4

9. New Business:**Request for Landmark Status for White Pillars Museum and the Polo Resto.**

Motion made to request the City to grant Landmark Status to White Pillars Museum and to the Polo Resto. 1-Tom/2-Mary Kay. Motion – Unanimous. Secretary to forward copy of these Minutes to the City Attorney and copy the Historic Preservation Commission documenting this motion.

Wisconsin Historical Society, Local History – Historic Preservation Conference

To be held Oct. 24th & Oct. 25th in Elkhart Lake. Joe Seroogy, McKim Boyd, and Mary Kay Milquet will be giving a presentation about our photo shows at the conference. Their presentation is scheduled for Friday morning, Oct. 24th.

10. The next Historical Society Board of Directors meeting will be **Tuesday, November 11, 2014** beginning at **6:30 p.m.** for the purpose of the Capital Campaign and regular meeting beginning approximately **7:00 p.m.**

11. Motion to adjourn, 7:30 p.m.: 1-Mark/2-Chris. Motion carried.

Respectfully submitted,

Mary Ann Schumerth, Secretary

Museum Director's Report

Use of MARS for September was 829 pages as compared with 2,009 pages in September of 2013.

The Kidney boat from the Hendricks family has been secured and is now in storage at Chris Renier's office. Many thanks to Chris for handling this.

We will be participating in a trick or treat event on Saturday, October 25th being sponsored by Definitely De Pere from 10 AM until noon. Carrie has agreed to help with this. I've checked with Seroogy's about purchasing wrapped meltaways and expect an estimate this week. *[Discussed getting 100 of them.]*

I was interviewed by Wisconsin Public Radio on Friday, September 12th regarding the presidential exhibit. I will be interviewed by them again on November 6th for the radio program 'Curious Wisconsin.'

I will be participating in the annual luncheon for the Green Bay De Pere Antiquarian Society on November 7th as will Joe Seroogy and McKim Boyd. They will be presenting a Photo Show at the event and I have been asked to speak for a few minutes about the capital campaign.

We need a new vacuum cleaner as the old one appears to have finally died.

I am continuing to move the Green Bay News Chronicles upstairs into storage. It is a slow process as the boxes are quite heavy but they are fitting in nicely in the upper storage area.

Progress on emptying the west wall exhibit case in the first room is proceeding nicely; it should be completely empty in a week or so. *[This is in preparation for installing new shelves and a new door.]*

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Review request to designate the Polo-Resto Service Station as a local historic site.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014
DEPARTMENT: Historic Preservation Commission
FROM: Mary Jane Herber
SUBJECT: 2014 budget review.

ATTACHMENTS:

- HPC_Budget Report_November (PDF)

2014 Historic Preservation Commission Budget

Historic	Budgeted	Actual
2014 Budget	\$5,395.00	\$5,395.00
Carryover Request (from 2013*)		\$4,772.91
Zimmerman Foundries	\$1,924.75	(\$1,924.75)
Reinhold Plaque Install (35@25)	\$875.00	(\$805.00)
Fossil	\$450.00	(\$450.00)
Orde Sign	\$390.61	(\$390.61)
Glenbow Museum	\$50.00	(\$50.00)
Travel	\$605.47	(\$605.47)
Preserve America Signs	\$490.00	(\$139.00)
Historic Plaques	3195	
Education / Training Sessions	500	(\$60.00)
Memberships	200	(\$170.00)
Meeting Expenses	1000	
Mileage Expense	500	
Commission Member Nameplate		(\$9.89)
2014 Balance		\$5,563.19
 <u>Known remaining bills</u>		
Total Expenses		\$0.00
Difference		
Requested Carryover		\$5,563.19
Proposed Final 2014 Budget Balance		

Attachment: HPC_Budget Report_November (2853 : 2014 budget review.)

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: National Register of Historic Places.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Tours of St. Norbert College historic buildings.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Discussion on Federal Tax Credit Program continuation.

ATTACHMENTS:

- HPC_Federal Tax Credit_Attachment (PDF)

November 4, 2014

OCC Docket ID OCC-2014-0021

Federal Reserve Docket No. OP – 1497

FDIC Attention: Robert E. Feldman

Re: Community Reinvestment Act: Interagency Questions and Answers Regarding
Community Reinvestment

To whom it may concern:

We the undersigned are writing to ask that you include in your proposed changes to the Community Reinvestment Act (CRA) Questions and Answers document language that expands and clarifies the circumstances in which a federal Historic Tax Credit (HTC) investment qualifies for CRA credit. We support the position taken in the joint letter submitted by the National Trust for Historic Preservation, the Historic Tax Credit Coalition, the National Main Street Center, Inc. and the National Trust Community Investment Corporation which asked that HTC transaction eligibility would be automatic for projects in low- and moderate-income (LMI) areas that are designated economic development districts and have support from the local redevelopment agency.

Over the life of the HTC, this program has rehabilitated nearly 40,000 historic structures, leveraged almost \$110 billion in private investment, created 2.4 million jobs and generated \$36.5 billion in state, local, and federal tax receipts. National Park Service data indicate that 84 percent of all HTC transactions between 2001 and 2013 have been located in LMI census tracts. These repurposed buildings are also often located in downtown development districts in urban and Main Street communities across the country. The underserved credit areas where historic properties are found are the communities CRA was intended to assist.

In addition to their location in LMI neighborhoods, HTC projects are also catalytic, with a documented ability to attract additional private investment that can help stabilize or revitalize LMI areas. We have seen this first hand in the areas where we live and work. We have also seen how historic rehab supports the creation and growth of small businesses. Most HTC transactions are small, generating less than \$1 million in credits. They are most often sponsored by small businesses and, particularly in a Main Street context, provide space for independently-owned local businesses.

Thank you for the opportunity to submit these comments. Please do not hesitate to reach out to any of us to discuss our experiences directly if that may be helpful.

Sincerely,

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Local History - Historic Preservation conference.

Report by members of the Commission who attended.

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 17, 2014
DEPARTMENT: Historic Preservation Commission
FROM: Mary Jane Herber
SUBJECT: Historic preservation sub-grants for 2014-2015.

Report on submission of sub-grant.

ATTACHMENTS:

- HPC_Sub grant_Attachment (PDF)



WISCONSIN
HISTORICAL
SOCIETY

HISTORIC PRESERVATION FUND SUBGRANT APPLICATION

For project period: February 2015 – July 2016

Application postmark must be no later than November 14, 2014

Before completing this application, please read the *Historic Preservation Fund (HPF) Subgrant Application Guidelines* and the *Certified Local Government Subgrant Criteria*. It will be rejected if incomplete, lacks required signatures, or lacks a letter of intent which was due September 12, 2014. Contact Joe DeRose, phone (608) 264-6512 or email joe.derose@wisconsinhistory.org.

Certified Local Government, Year Certified was September 17, 2002

PROJECT TITLE: Survey of Structures 40+ years old St. Norbert College, De Pere

APPLICANT: Legal name of organization Historic Preservation Commission
City of De Pere

Federal Employer Identification Number (FEIN) 39-6005431

Address De Pere City Hall, 335 S. Broadway, De Pere, WI 54115

CONTACT: Name Mary Jane Herber Day Phone 920 448 5815

Mailing Address 849 N. Clay St., De Pere, WI 54115

Email Address _____

Municipality's Financial Officer authorized to certify the funds will be available (see last pg)

Name Shana Defnet Day Phone 920 339 4050

Title City Clerk/Treasurer

Address (if different from applicant) same as applicant

No later than November 14, 2014 send 5 copies of the completed application plus 1 copy of your community's historic preservation plan, if available to:

**DIVISION OF HISTORIC PRESERVATION-PUBLIC HISTORY
WISCONSIN HISTORICAL SOCIETY
816 STATE STREET
MADISON WI 53706-1482**

This program receives Federal financial assistance for identification and preservation of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally-assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street NW, Washington, D.C. 20240.

PURPOSE OF PROJECT - Check the appropriate item, or items, below and then describe the project in detail.

Is this the initial intensive survey of the community or the continuation of a multi-phase survey? ☐

Will project nominate properties to the State Register and National Register or nominate properties as local landmarks? ☐

Will project produce a community Web story linked to the National Register Summaries for each listed property in their community? ☐

Will project provide training or educational opportunities for landmark commission members or develop educational materials that address local preservation needs? ☐

Is this an update of a previous intensive survey that is at least 20 years old? ☒

Will this project develop a preservation plan? ☐

Will this project provide the local government with subscription access to the Wisconsin historic Preservation Database? Details pertaining to this subscription can be found at www.wisconsinhistory.org/hp/whpd/index.asp ☐

DESCRIPTION OF PROJECT (attach additional pages if needed)

This CLG Sub-grant project will meet two goals:

1. Update the original intensive survey (2001) as it relates to the historic structures at St. Norbert College, which is located on the West Bank of the Fox River and adjacent to Downtown De Pere.

2. Provide the City of De Pere and St. Norbert College with up-to-date information about 40+ year old structures located on the campus and worthy of nomination and listing on the Wisconsin and National Registers of Historic Places

The original and out-dated City of De Pere Intensive Survey needs up-dating, as a number of campus buildings not surveyed, now meet the age requirement for listing on the NR. Also, a number of structures on campus could meet the requirements for the creation of an historic district. St. Norbert College supports this project and looks forward, whenever possible, to meet future needs through restoration and adaptive-reuse of its current building stock.



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HOW DOES THE PROJECT MEET LOCAL HISTORIC PRESERVATION GOALS - Describe how the project meets local preservation goals. Describe in detail your community's adherence to its preservation plan, how this project relates to your community's preservation plan, and how this project addresses a specific historic preservation need in the community.

Continuing Strategies for Historic Preservation and Cultural Enhancement in De Pere

The most effective means for creating a meaningful historic preservation and cultural enhancement strategy in De Pere is already in place. The City established a local historic preservation ordinance and appointed an Historic Preservation Commission in the mid-1990's. An Intensive Survey of 574 individual resources was completed in 2001. In 2010, with the assistance of a consultant and input from historic district residents, owners of historic commercial properties, the Historic Preservation Commission, City Plan Board and the Common Council, the City up-dated its Historic Preservation Plan. It is likely, that two historic buildings will soon become Local Landmarks, further defining the importance of Historic Preservation and Cultural Enhancement in De Pere.

The best for the City, we believe, is to continue to support and sponsor the nomination of historic buildings to the NRHP as a way of demonstrating to the Community, that the City of De Pere contains notable historic resources that continue to play a key role in today's commercial corridors, educational institutions and residential neighborhoods. Listing these buildings on the NRHP, many of which are privately owned, offers the owners benefits from current restoration-related Federal and State Tax Credits.

De Pere, since 1990, has been a Wisconsin Main Street Community which works closely with the City and Downtown building and business owners to revitalize the city's historic commercial core. The De Pere Historic Preservation Commission works in concert with Main Street to provide educational and financial resources to keep downtown De Pere vibrant. A member of the DPHPC serves on the Main Street Design Committee.

Property owners have completed a significant number of De Pere Historic Building Tax Credit Projects between 1997 and 2013. The total private investment for residential (\$990,000) and commercial (\$2,148,000) tax credit projects amounts to \$3.138 Million invested in the community while creating hundreds of jobs. Total Federal and State tax credits for these projects was \$784,500; money which stayed in the local community.

The De Pere Historic Preservation Commission continues to follow the recommendations included in the Original Intensive Survey by continuing to assist historic property owners with the information and tools they need to restore their buildings and to enhance the cultural elements of our Community.



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2014 HPF Subgrant Application, page 4 of 5

LIST PREVIOUS CLG FUNDED PROJECTS AND HOW THE COMMUNITY HAS BENEFITTED FROM THEM

Many residential and commercial property owners value the importance of the City's Cultural elements which include its numerous historic buildings and the people who have occupied them over the past 125+years. The Historic Preservation Commission continues to follow the recommendations set forth by the "City of De Pere Intensive Survey Report".

De Pere Historic Preservation Projects completed:

1. The Intensive Survey provided the City of De Pere and other county, state, and national agencies with a comprehensive database that covers all of the surveyed historic resources. Of the 574 individual resources surveyed, 16 individual buildings/ building complexes, and six historic districts, which contain 224 individual buildings, all were identified as having potential for listing in the NRHP
- 2001-2014 CLG-Subgrant Funded Projects
2. The former "De Pere Public Library" was listed on the NRHP on Oct. 4, 2002. The building now houses a law firm and financial advisor.
 3. The Union House Hotel was listed on the NRHP on November 26, 2003.
 4. The Main Avenue Historic (Commercial) District was listed on the NRHP on February 3, 2010. The District contains eighteen buildings and is the most intact concentration of the surviving nineteenth and early mid-twentieth century commercial buildings, in this portion of the commercial district on the west side of the Fox River in Downtown De Pere. One historic property owner has already taken advantage of the tax credits made available to him for his restoration project.
 5. The South Broadway Historic District was listed on the NRHP on January 21, 2010. The District consists of a city block that forms the core of the commercial section of the downtown on the city's east side. The establishment of the NRHP status has already influenced one owner to perform a major preservation/restoration project. The tax credits available through NRHP were a key in making this project work.
 6. North Michigan St.-North Superior St. Historic District was listed on the NRHP on July 19, 2007. The single family residences are almost all small to medium-sized examples of nearly all of the styles and vernacular forms that were built in De Pere during the period of significance (1865-1952). The 116 buildings represent the largest concentration of intact historic residences in De Pere. A number of house owners have secured Tax Credits for maintenance projects.
 7. Randall Avenue Historic District was listed on the NRHP on april 24, 2007. The single family residences are almost all middle-sized examples of the Period Revival styles that date from the 1930's and 1940's. There are also some excellent examples from the 1920's, several examples of later Vernacular form designs, and a Queen Anne. A number of house owners have securedTax Credits for maintenance projects.



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BUDGET – Maximum award amount is \$25,000 with no local match required. Provide an estimate of costs in **whole dollars** to do the project. The applicant is **reimbursed** upon product completion up to the award amount; if project costs exceed the award, the applicant will be expected to pay for additional costs. **Two** itemized estimates prepared by professional consultants must be submitted with this application. The estimates must include, at a minimum, line items for overhead, travel, research, field work (if applicable), and final product cost. **All professional consultants must be approved by the DHP.**

TOTAL SUBGRANT APPLICATION AMOUNT: not to exceed \$ 14,000.00

CERTIFICATION – I have read the *Historic Preservation Fund Subgrant Application Guidelines* and verify that all information on the application is true to the best of our ability. We the applicant agree to comply with Title IV of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to the Department of the Interior regulations issued pursuant to that title, to the end that, no person in the United State shall, on the ground of race, color, national origin, disability, or age be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which financial assistance is received from the National Park Service and hereby give assurance that it will immediately take any measures to effectuate this agreement.

Signature of Financial Officer:



Date: 11-14-2014



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tim.heggland@juno.com [tim.heggland@juno.com]

Sent: Friday, September 12, 2014 4:55 PM

To: DeRose, Joe R - WHS

Dear Mr. DeRose:

I have just been informed that St. Norbert College in De Pere, Brown Co., WI, is interested in listing at least part of their campus as a NRHP historic district and also that they have met with Mark Buechel of your office in this regard. My understanding is that Mark suggested to them that since the potentially eligible St. Norbert College Historic District that was identified in my 2001 Intensive Survey of De Pere is now 13 years old, it would make more sense to first conduct a resurvey of the campus in order to address all the buildings on the campus that were built prior to 1964 (and possibly later) in order to see if the proposed 2001 Campus historic district boundary should be expanded. This would mean surveying some 16 additional buildings on the campus that were built between 1889 and 1975 for their potential inclusion in such a district.

It seems to me that the best approach would be for the College to receive a planning and survey grant that would combine the resurvey of the campus with the writing of an historic district nomination. My fee for conducting a resurvey of the College's other possibly eligible buildings would be \$8000.00. My fee for writing the campus district nomination for the originally proposed six-building district would be \$6500.00, but this would need to be expanded if the district boundaries should be expanded to include additional buildings. Even so, however, I think a figure of \$10,000.00 for an enlarged district would be the maximum amount.

Sincerely,

Timothy F. Heggland
Historic Preservation Consultant

To: Joe De Rose

Date: Nov 13, 2014

From: Mary Jane Herber, De Pere Historic Preservation Commission

This memo is in reference to a conversation with Tim Heggland on November 13th, today.

I asked him to clarify the memo of September 12, 2014 with regard to costs. Tim Heggland stated that \$8000.00 would be the cost for a resurvey of the St. Norbert College campus. \$6,500.00 would be the cost for the originally stated buildings for the Historic District as stated in the 2001 "Intensive Survey". With the resurvey and adding any additional buildings an enlarged district nomination would cost \$10,000.00. After a brief pause, Tim Heggland then said that I should add a note to the September 12, 2014 memo stating that he has reconsidered the amount. The resurvey should be \$6,000.00 and the fee for nomination of an enlarged St. Norbert College campus district would be \$8,000.00.

Per Tim Heggland's request the De Pere Historic Preservation Commission is including this adjusted memo in the sub-grant proposal. A copy of this correspondence has been sent on to Tim Heggland, 6391 Hillsandwoods Rd, Mazomanie, WI 53560.



LEGACY
architecture

529 Ontario Avenue, Suite FN1
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com
www.legacy-architecture.com

September 12, 2014

Mary Jane Herber
City of DePere Historic Preservation Commission
335 South Broadway
De Pere, Wisconsin 54115

Re: Historical & Architectural Intensive Survey Update of
St. Norbert College Campus

Dear Ms. Herber:

As we understand it, the City of DePere would like to submit an application for a Certified Local Government Subgrant for 2014 for updating portions of the 2001-2002 Intensive Survey as they pertain to the St. Norbert College Campus. As part of the application process, you need to obtain two competitive quotes for the work. Legacy Architecture is more than happy to assist you in that regard.

Legacy Architecture, Inc. proposes to provide the following services according to guidelines described in the Wisconsin Historical Society Division of Historic Preservation-Public History's *Architecture-History Survey Manual*:

1. Conduct one initial public education meeting with the City of DePere and St. Norbert College to introduce the project and the principal investigator to the community. (2 hours @ \$55/hour = \$110)
2. Perform a reconnaissance survey of the project area, excluding properties already listed in the National Register of Historic Places, in order to document properties of architectural or historical interest and potential significance. Properties up to 40 years old are generally included in a survey so it is not outdated so quickly. Previously surveyed properties that have been altered, restored, or demolished will be updated. Provide survey maps indicating all surveyed properties by lot lines and referenced by the AHI record number. Survey maps will be provided to the City and the Wisconsin Historical Society. (8 hours @ \$90/hour + 40 hours @ \$55/hour + 40 hours @ \$50/hour + 250 miles @ \$0.56/mile + 1 nights lodging @ \$100/night + miscellaneous expenses = \$5,260)
3. Perform an intensive survey including site specific research and preparation of the survey report. Historic research will be conducted on all properties potentially eligible for the National Register of Historic Places or within a potential National Register historic district. All findings of potentially eligible individual properties and historic districts will be approved by the Wisconsin Historical Society prior to completion of the intensive survey report. All survey data will be entered into the Wisconsin Historic Preservation Database (WHPD). The intensive survey report will be prepared including an introduction and chapters on survey methodology; historical overview; all themes represented in the history of the survey area; architecture; designers, engineers, and builders; notable people; survey results; and recommendations. A typed draft of the report will be submitted to the City and the Wisconsin Historical Society for review. The City will be given 3 double-sided and bound copies of the final report (1 of which shall be deposited in a local library) and an electronic version in PDF format. At least 7 double-sided and spiral bound copies of the final report and an electronic version in PDF format will be submitted to the Wisconsin Historical Society by the project completion date. (8 hours at \$90/hour + 40 hours at \$55/hour + 40 hours @ \$50/hour + 500 miles @ \$0.56/mile + miscellaneous expenses = \$5,400)
4. Conduct one final public education meeting with the City and the Wisconsin Historical Society to make a formal presentation of survey findings by the principal investigator and explain the National Register of

Historic Places program. (8 hours at \$55/hour + 250 miles @ \$0.56/mile + miscellaneous expenses = \$600)

Based on the above scopes of work, we are willing to offer a total not-to-exceed cost of \$11,370. Legacy Architecture, Inc. will bill the City of DePere monthly based on the actual hours and expenses accrued until the above scope of work is complete.

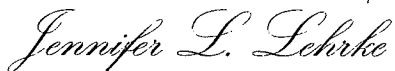
We assume that the following:

1. The Initial public education meeting shall be held concurrently with the commencement of the reconnaissance survey.
2. The City will schedule, provide a meeting room for, and prepare public notices for the public education meetings.
3. Provide DWG or DXF format files or aerial mapping of the survey and nominated areas, including streets, property lines, and building footprints so we may accurately provide mapping.

We appreciate the opportunity to provide this proposal and look forward to hearing from you in the future. Please contact us if there are any questions or if you require further information.

Sincerely,

Legacy Architecture, Inc.



Jennifer L. Lehrke, AIA, LEED AP, NCARB
Principal Architect & Historic Preservation Consultant

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: National Historic Preservation Month May 2015.

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

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Report on property sales within historic districts.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Discussion of plaques for properties on the National Register of Historic Places to begin at 7:00 PM.

There will be a meeting at 7 PM with property owners in the North Broadway Historic District. There is a question if the city paid for small plaques in the 1980's. The meeting may clarify this question. If supplied by the city, it would have been prior to the establishment of the Historic Preservation Commission.

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

MEETING DATE: November 17, 2014

DEPARTMENT: Historic Preservation Commission

FROM: Mary Jane Herber

SUBJECT: Future agenda items.
