



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Final Minutes

Monday, November 16, 2020

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
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Present	
Jonathon Hansen	Alderman	Present	
Brian Netzel	Vice Chairperson	Excused	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Present	
Joanne Vomastic-Muka	Commissioner	Present	

Also in attendance: City Planner Peter Schleinz.

2. Approval of the minutes of the August 17, 2020 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Adam Turriff, Commissioner
AYES:	Fleck, Hackbarth, Hansen, Sands, Turriff, Vomastic-Muka
EXCUSED:	Brian Netzel

3. Discussion and possible action to nominate and elect a new Vice Chair for the Historic Preservation Commission.

Adam Turriff moved, seconded by Jonathon Hansen, to nominate Gene Hackbarth as Vice Chair. Upon vote, motion carried unanimously. Gene Hackbarth extended his thanks to Brian Netzel for his service to the Historic Preservation Commission.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Adam Turriff, Commissioner
SECONDER:	Jonathon Hansen, Alderman
AYES:	Fleck, Hackbarth, Hansen, Sands, Turriff, Vomastic-Muka
EXCUSED:	Brian Netzel

4. Discussion and possible action regarding the information gathered by the HPC members that attended the virtual 2020 Local History and Historic Preservation Conference on October 21-23, 2020.

Gene Hackbarth reported that he attended the virtual conference and will pass his notes onto the other members. No other HPC members attended the conference.

RESULT:	DISCUSSED
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5. Discussion and possible action regarding the status of the State Historical Society review of the de-listing of three De Pere properties (approved by HPC on March 16, 2020) and the status of the nomination of two residential historic districts (submitted by HPC on August 17, 2020).

City Planner Peter Schleinz noted that there is a backlog at the Wisconsin Historical Society due to COVID. He reported that there is not a target date for when the WHS will review the de-listing of the three properties that were approved by the HPC in March.

RESULT:	NO ACTION
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6. Discussion and possible action to identify three potential properties from the 2001 and 2017 Surveys to determine if there is interest from the property owners for local designation as a historic structure or site in year 2021.

Jonathon Hansen clarified that this is relative to local designation, not state & federal. City Planner Peter Schleinz explained that it is for local designation and that the HPC should identify three properties to gauge interest for 2021. Jonathon Hansen recapped the three properties that the HPC reached out to last year. Out of those, only the Union Hotel indicated that they were interested. Jonathon noted that since the Union Hotel expressed interest, the HPC should follow up with them and include them as one of the three properties for 2021. Peter suggested that perhaps the development of COVID has disrupted their pursuit of local designation, so it would be a good idea to reach out to the Union Hotel again. Jonathon also suggested the old national bank at 107 N Broadway Street and also the old State Bank of De Pere at 127 N Broadway Street. Since both of these buildings are near the Union Hotel, he thought they would also be good candidates for local designation. Gene Hackbarth added that the Credo building at 301 Main Avenue would be another good candidate. Jonathon Hansen made a motion, seconded by Gene Hackbarth, to reach out to the owners of the Old National Bank and the Credo building as well as the Union Hotel. Upon vote, motion carried unanimously. Peter asked Mike Fleck for clarification as to what type of letter should be sent to the property owners. Discussion followed and it was decided to send out a short, simple letter to property owners to indicate their interest, then follow up with a meeting with members of the HPC if there is further interest.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Gene Hackbarth, Commissioner
AYES:	Fleck, Hackbarth, Hansen, Sands, Turriff, Vomastic-Muka
EXCUSED:	Brian Netzel

7. Discussion and possible action regarding the reuse/relocation of a descriptive sign that formerly existed near a fountain at the 400 Block of James ST.

Mike Fleck reported that he conferred with the Fox River Navigational Authority about relocating the sign down by the locks. However, the back of the sign will need to be changed since it references the fountain, which it is no longer located by. Both Definitely De Pere and Fox River Navigational Authority were in favor of relocating the sign down by the locks, with perhaps more information regarding the locktender's house. Mike Fleck also suggested including the history of the dams on the sign. Gene Hackbarth stated that he is willing to work with Mike Fleck, Definitely De Pere, and Fox River Navigational Authority to work on a graphic and erect the new sign in 2021.

RESULT:	NO ACTION
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8. Discussion and possible action regarding an opportunity for HPC to apply for Certified Local Government grant funding due to an extended application timeline of January 4, 2020.

Gene Hackbarth reported that there are expanded opportunities for the HPC to apply for a CLG grant through the state. The deadline to apply for the CLG grant is January 4, 2021. He would like to reach out to potentially eligible property owners for nomination to the state & federal registries. Gene stated that he would work with staff to draft a letter to send to the designated property owners, which would be sent from the HPC. After the letters are sent, the HPC would submit an application to the Wisconsin Historical Society for the CLG grant. The grant would cover the cost of the nominations, which is approximately \$2000-\$3000 per property. The following eight properties would receive the letter:

1207 Fox River Drive
1218 Fox River Drive
1334 Fox River Drive
713 Glenwood Avenue
514 Lewis Street
815 Nicolet Avenue
1336 Ridgeway Boulevard
405 S Wisconsin Street

Gene will draft the letter, forward it to Peter who will then print the letters on City of De Pere letterhead on behalf of the HPC, and mail them out to the eight property owners. If they are interested, they will contact the HPC and the City of De Pere would submit an application for a CLG grant that would cover the cost of preparing the nominations.

Jonathon Hansen asked if the HPC would be able to hire consultants to submit the paperwork to the Wisconsin Historical Society. Gene replied yes. Gene Hackbarth made a motion, seconded by Mike Fleck, to prepare a letter to send out to potential property owners in anticipation of state and federal nominations. He will also work with staff to apply for a CLG grant. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Mike Fleck, Chairperson
AYES:	Fleck, Hackbarth, Hansen, Sands, Turriff, Vomastic-Muka
EXCUSED:	Brian Netzel

9. Future Agenda Items.

Jonathon Hansen stated that the cupola of the old library on Main Avenue needs to be rebuilt. He added that the west side facade grant program still has money in the budget. He requested that City Planner Peter Schlein reach out to Development Services staff to see if the cupola restoration is eligible for facade grant money. If it is eligible, he would like staff to reach out to the property owner to let them know this facade grant money is available to them.

Adjournment

Gene Hackbarth moved, seconded by Mike Fleck, to adjourn the meeting at 6:50 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker