



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Agenda

Monday, November 16, 2015

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 16, 2015** 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 October 19, 2015 meeting
3. General Historic Preservation Procedures Discussion
4. Review and Action of Certificate of Appropriateness for 403 N. Broadway (White Pillars) to remove and rebuild porch. Applicant - Reetz Builders
5. Update on the State and National Register of Historic Places for Nicolet High School
6. Update on 2016 CLG Subgrant Application
7. Review and Discussion on Historic Plaques for the Residential N. Broadway State and National Historic District
8. Review of 2015 Historic Preservation Budget Expenditures - Request for Carryover to 2016*
9. Review and Discussion for Ideas for 2016 May Historic Preservation Month

Adjournment

*** Items with an asterisk require City Council approval.**

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, November 16, 2015 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: November 16, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Approval of the minutes of the October 19, 2015 meeting

ATTACHMENTS:

- HPC_Oct2015_Minutes_Draft (PDF)



Historic Preservation Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Draft Minutes

Monday, October 19, 2015

6:01 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Commissioner Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderpersion	Excused	
Mike Fleck	Chair	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Vice Chair	Present	
Kate Sabel	Commissioner	Present	
Sue Sands	Commissioner	Excused	
Adam Turriff	Commissioner	Present	

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

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

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

3. Presentation on the historic building rehabilitation project at 355 Main Av.

Bridget O'Connor, owner of O'Connor Connective, was invited to present on the adaptive re-use rehabilitation project at 355 Main Av. The building is listed on the State and National registers as part of the Main Av District. Ms. O'Connor worked with Gene Hackbarth to look for historic tax credits; they made the decision not to pursue the credits due to the restrictions of the program. They were creative in finding ways to re-use materials; for example they found a window that had been covered by false ceilings that they are now using as a piece of art. They have hosted events in the space and look forward to doing more, as well as offering possible gallery space. They removed a bay window and installed a garage door in the rear of the building as a way to celebrate community in Nicolet Square. Ms. O'Connor plans to submit a request for a facade grant as well.

4. Request from City of Green Bay Council Member Mark Steuer for input on the De Pere Historic Preservation Commission's experience with the Certified Local Government (CLG) program.

Mark Steuer stated that he is a member of the Brown County Trust for Historic Preservation with Gene Hackbarth, and a member of the Preservation Commission for the Brown County Historical Society with Mike Fleck. He has been on the Green Bay City Council for four years, and stated that the city of Green Bay is interested in pursuing CLG status. Mr. Steuer would like to obtain information about some of the successes De Pere has had with the program.

Gene explained that De Pere has been a CLG community since 2001, and has received \$36,450 in sub grants to date. The City has used these grants to hire

Attachment: HPC_Oct2015_Minutes_Draft (4135 : minutes)

consultants to complete an intensive survey. The Commission uses the survey as a working document on projects, and to provide education for people interested in preserving their properties. They have provided services for over 250 properties now listed on the State and National registers. Mr. Steuer inquired whether the subgrant paid for the entire cost of the intensive survey, or if other monies were used as well. The sub grant covered the consultant's cost, and printing was paid for by the City. Gene stated that the Commission works very closely with the City Planning Department, and Planner Sarah Wallace is the liaison for the Commission. Gene recommended that Green Bay include the culture of the community that they are trying to retain, as well as historic structures. Discussion followed regarding the city's razing permit ordinance and wait period.

5. Consideration of "Demolition by Neglect" provision in the Historic Preservation ordinance.

Copies of the newly-adopted Madison ordinance were distributed to Commission members at the meeting. Gene Hackbarth feels it would be of value for the City to consider moving toward in the future. This type of provision would allow the community and the Commission to get involved in working with a property owner, so that the property can be maintained instead of allowing it to deteriorate. City Planner Sarah Wallace confirmed with staff in Madison that this ordinance would apply to local historic sites/districts only. She noted that it could be enacted as part of the preservation plan for a specific local district, or as a general guideline for the overall ordinance.

6. Discussion of razing permit wait period revisions.

A request has been made to reconsider the 10 day wait period in the City's razing ordinance. The City attorney has drafted changes to the ordinance for the Commission to consider. When a razing application is forwarded to the chair of the Historic Preservation Commission, the chair would determine if they are interested in documenting the property and then notify the City Building Inspector. This revision allows the 10 day wait period to be shortened.

Adam Turriff motioned, seconded by Brian Netzel, to recommend the following revision to Section 54-8(f)(1) of City ordinance: Except as provided below, a raze permit may be issued not less than 10 calendar days following the building inspector's receipt of a fully completed application, unless the Chair of the Commission, in writing, earlier notifies the chief building inspector or assistant building inspector of its non-interest in or completion of documentation of the property. Upon vote, motion carried unanimously.

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

7. Discussion of procedures for documentation of an historic building prior to the issuance of a razing permit.

City Planner Sarah Wallace stated that there is no official documentation of any razed buildings in city records; any photos/records should be submitted to city staff (in digital format if possible) for the property files. Gene Hackbarth inquired if the De Pere Historical Society would be able to access those property files; as the files are public record, they are available to any interested party.

8. Correspondence.

Staff reviewed the correspondence included in the agenda packet regarding two upcoming conferences of interest to Commission members, and a nomination form for the Historic Preservation Excellence Award, which is due by March 18, 2016.

9. Future agenda items.

Gene Hackbarth noted that the CLG subgrant application must be submitted by November 14th.

Adjournment

Kate Sabel motioned, seconded by Gene Hackbarth, to adjourn the meeting at 6:47 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: General Historic Preservation Procedures Discussion

City Staff met with the Chair of HPC, and another Commission Member to discuss the submittal of projects, deadlines, and agenda items since our last meeting. Over the past few months we were operating with a two week deadline for agenda items. It has been requested by the Chair of HPC to have agenda items due to planning staff one week prior to our regularly scheduled HPC Meetings.

As part of this conversation, we wanted HPC to know that depending on the topic and possible research or recommendations that would come from the City, may not be able to be completed or ready for the next agenda packet, that these could be discussed in more detail at a later date. Staff just requests, that if an agenda item would require research or specific work to be completed prior to discussion at HPC, that those items be brought forward as early as possible. That way Staff has the time to provide the Commission with needed information to discuss.

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: Review and Action of Certificate of Appropriateness for 403 N. Broadway (White Pillars) to remove and rebuild porch. Applicant - Reetz Builders

ATTACHMENTS:

- HPC_Staff Memo_CoA (PDF)
- Reetz Builders Appliation (PDF)
- Reetz Builders 1_photo (JPG)
- Reetz Builders 2_photo (JPG)
- Reetz Builders 3_photo (JPG)
- Reetz Builders 4_photo (JPG)
- COA Review Sheet (PDF)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



November 11, 2015

To: Historic Preservation Commission

From: Sarah Wallace, Associate Planner

RE: Review and Action on a Certificate of Appropriateness for 403 N. Broadway (White Pillars), to remove and rebuild porch.

Attached you will find the applicant's application and supporting photos for the requested Certificate of Appropriateness (COA) to remove and rebuild the southern porch. This is the City of De Pere Historic Preservation Commission's first submittal and review for a COA.

Attached you will also find a checklist for which to review this request. The Historic Preservation Code of Ordinances provides guidance and standards for when to approve, approve with conditions, or deny a request.

Staff recommends approval of the request with the following condition(s):

1. The color and materials to substantially match the existing porch and building.

Please come prepared to discuss the COA and familiarize yourself with the attached guidance and standards information. You can also refer to the Historic Preservation Ordinance that had been handed out to you as part of a recent HPC agenda/packet.

Attachment: HPC_Staff Memo_CoA (4137 : COA_White Pillars)



CERTIFICATE OF APPROPRIATENESS APPLICATION

4.b

CITY OF DE PERE

Department of Planning & Economic Development
335 S. Broadway, De Pere, WI 54115 (920) 339-4043

Property Address/Location

403 N. Broadway

Applicant

Reetz Builders LLC

Property Owner of Record (if other than Applicant)

White Pillars

Mailing Address

2701 N. Oneida St.

City, State, Zip

Appleton, WI 54911

Mailing Address

403 N. Broadway

City, State, Zip

De Pere, WI 54115

Telephone

920 268-3688

Email

Reetz1984@yahoo.com

Telephone

920 336-3877

Email

DePereHistoricalSociety.org

Name of Local Historic District or Landmark

White Pillars

(Attach additional owners information if necessary)

Provide a brief description of proposed work

Remove existing porch. Rebuild exact same
Size porch in same location. Porch will look exact same way but structurally
Sound.

DEMOLITION REQUESTS ONLY:

Reason for demolition request

Porch is rotten and falling apart

Proposed land use after demo

Same foot print

ADDITIONAL ITEMS REQUIRED

In addition to this application, the following items must be submitted (City staff may require additional items, depending on the nature of the request):

- ☐ One (1) set of plans/drawings which illustrate the proposed changes to the exterior of the property and/or illustrations of changes to any significant architectural features specified in the ordinance designating the Local Historic District or Landmark. A site plan is required for any application involving a new structure, relocated structure, or addition to an existing structure. The site plan shall be drawn to an appropriate scale, and contain all information necessary to understand the proposed work. Plans shall be on 8 1/2" x 11" or 11" x 17" size sheets.
- ☐ One (1) set of color/material samples. Manufacturer's brochures may be substituted, at the discretion of City staff.
- ☐ One (1) set of current photos of the property.

CERTIFICATION

I certify that I am the Property Owner of Record or an Agent authorized by the Property Owner to file this application on their behalf. I understand and acknowledge that a Certificate of Appropriateness is not a permit to begin work. If a Certificate of Appropriateness is issued for my project, I will obtain all required licenses and permits prior to commencing work.

Applicant Signature

Date

11/6/15

Office Use Only

Date Received _____ By _____ File Number _____

Level of Review

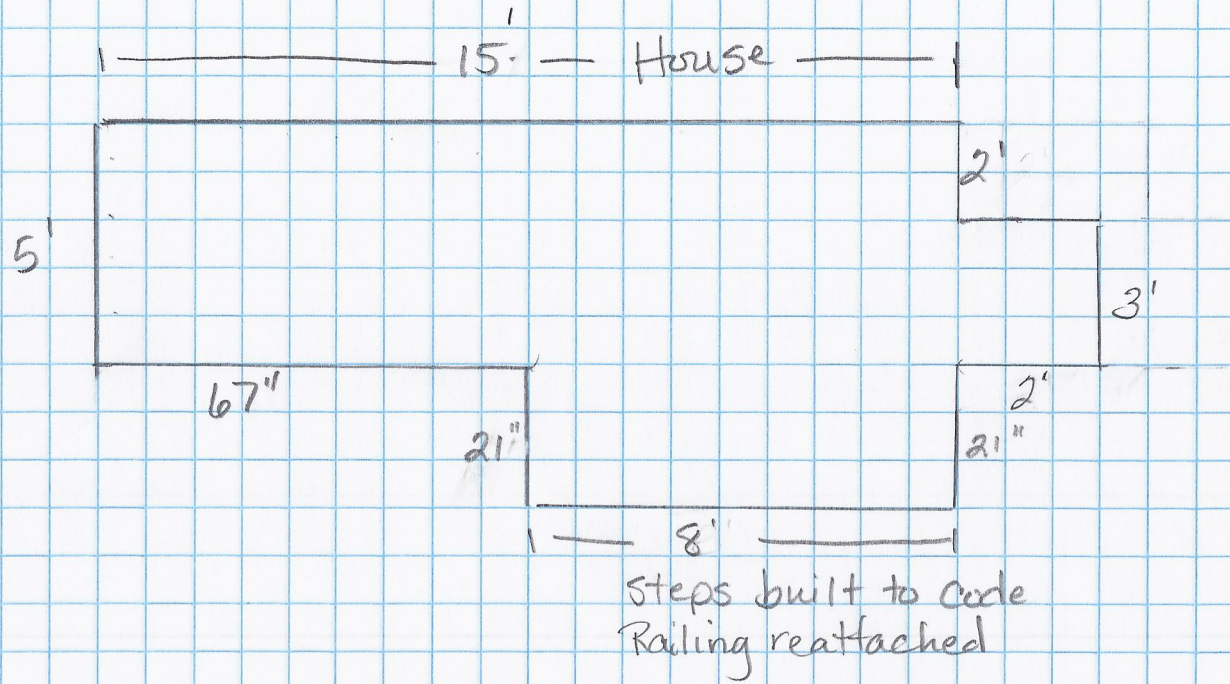
☐ Historic Preservation Commission ☐ City Staff

Action

☐ APPROVED AS SUBMITTED ☐ APPROVED WITH CONDITIONS ☐ DENIED

Date of Action _____

Attachment: Reetz Builders Application [Revision 1] (4137 : COA_White Pillars)











Attachment: Reetz Builders 4_photo (4137 : COA_White Pillars)

Certificate of Appropriateness Review

Upon filing of any application for a certificate of appropriateness with the Commission the Commission shall approve the application unless:

- ☐ In the case of a designated historic structure or historic site, the proposed work would detrimentally change, destroy, or adversely affect any exterior architectural feature of the improvement or site upon which said work is to be done;
- ☐ In the case of the construction of a new improvement upon an historic site or within an historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance of other neighboring improvements on such site or within the district;
- ☐ In the case of any property located in an historic district, the proposed construction, reconstruction, exterior alteration, or demolition does not conform to the purpose and intent of this chapter and to the objectives and design criteria of the historic preservation plan for said district;
- ☐ The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the city and state;
- ☐ The building or structure is of such old and unusual or uncommon design, texture, and /or material that it could not be reproduced without great difficulty and/or expense;
- ☐ Except as provided herein, in the case of a request for the demolition of a deteriorated building or structure, any hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair. Upon the request for a demolition permit for a structure determined to be unfit for human habitation, occupancy, or use by any authorized public official or agency, the commission may defer the granting of approval for a period of up to six months from the time of such application, during which time the commission and the property owner shall undertake serious and continuing discussion for the purpose of finding a method to save such property. During such period, the property owner and the commission shall cooperate in attempting to avoid demolition of the property. At the end of this six-month period, if no mutually agreeable method of saving the subject property bearing a reasonable prospect of eventual success is under way, or if no formal application for funds from any governmental unit or nonprofit organization to preserve the subject property is pending, the building inspector

may issue the permit to demolish the subject property without the approval of the commission. If such mutually agreeable method for saving the subject property is not successful or no such funds to preserve the subject property have been obtained and available for disbursement within a period of two months following the end of such six-month period, the building inspector may issue the permit to demolish the subject property without the approval of the commission.

In addition, the Commission shall consider and may give decisive weight to any or all of the following standards, in determining whether to issue a certificate of appropriateness.

- ☐ A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- ☐ The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
- ☐ Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical developments, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- ☐ Most properties change over time. Those changes that have acquired historic significance in their own right shall be retained and preserved.
- ☐ Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- ☐ Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.
- ☐ Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- ☐ Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- ☐ New additions, exterior alteration, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

If the commission determines that the application for a certificate of appropriateness and the proposed changes are consistent with the character and features of the property or district and with the above guidelines, it shall issue the certificate of appropriateness.

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

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: Update on the State and National Register of Historic Places for Nicolet High School

The City was notified earlier this month that Nicolet High School, 111 3rd Street, De Pere, Brown County, Wisconsin has been entered in the National Register of Historic Places by the Secretary of the Interior, and listed in the State Register of Historic Places by the State Historic Preservation Office. All official records of this nomination and official letter are located within the City's Planning Office.

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

MEETING DATE: November 16, 2015
DEPARTMENT: Historic Preservation Commission
FROM: Sarah Wallace
SUBJECT: Update on 2016 CLG Subgrant Application

The City of De Pere has submitted the 2016 CLG Subgrant - See attached grant application.

ATTACHMENTS:

- HPC_GRANT__Application (PDF)



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HISTORIC PRESERVATION FUND SUBGRANT APPLICATION

For project period: February 2016 – July 2017

Application postmark must be no later than November 3, 2015

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 1, 2015. Contact Joe DeRose, phone (608) 264-6512 or email joe.derose@wisconsinhistory.org.

Certified Local Government, Year Certified was September 17, 2002

PROJECT TITLE: Updated De Pere Intensive Survey (2001)

APPLICANT: Legal name of organization HPC 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 Brian Netzel Day Phone 9203473128

Mailing Address 124 N. Broadway Suite I De Pere WI 54115

Email Address briann@performainc.com

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

Name Shana Defnet Day Phone 9203394050

Title De Pere Clerk Treasurer

Address (if different from applicant) same as applicant

No later than November 3, 2015 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? ☒
Intensive survey is 15 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 in the City of De Pere, both commercial and residential.
2. Provide the City of De Pere with up to date information about 40+ year old structures located 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 buildings not surveyed now meet the age requirement for listing on the NR. The city 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 574 individual resources was completed in 2001. In 2010, with the assistance of a consultant and input from the 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 contribute 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 Project between 1997 and 2013. The total private investment for residential (\$990,000) and commercial (\$2,148,000) tax credit projects amounts to \$3138 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.

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 building and to enhance the cultural elements of the Community.



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

– Describe in detail previous historic preservation projects completed and how they have benefitted the community. How has the community and the historic preservation commission used these products? If this is your first CLG application, list other large-scale projects that have benefitted the community and how they were implemented.

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

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 Sub-grant 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 with the NRHP on November 26, 2003.
4. The Main Avenue Historic (Commerical) District was listed on the NRHP on February 3, 2010. The District contains 15 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 Tax Credits make available tp 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 preform a major preservation/restoration project. The Tax Credits available through NRHP were a key to 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 115 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 of Revival styles that date from the 1930's and 40's. There are also some excellent examples from the 1920's, several examples of the later Vernacular form designs, and a Queen Anne. A number of house owners have secured Tax 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:

\$ 19,000

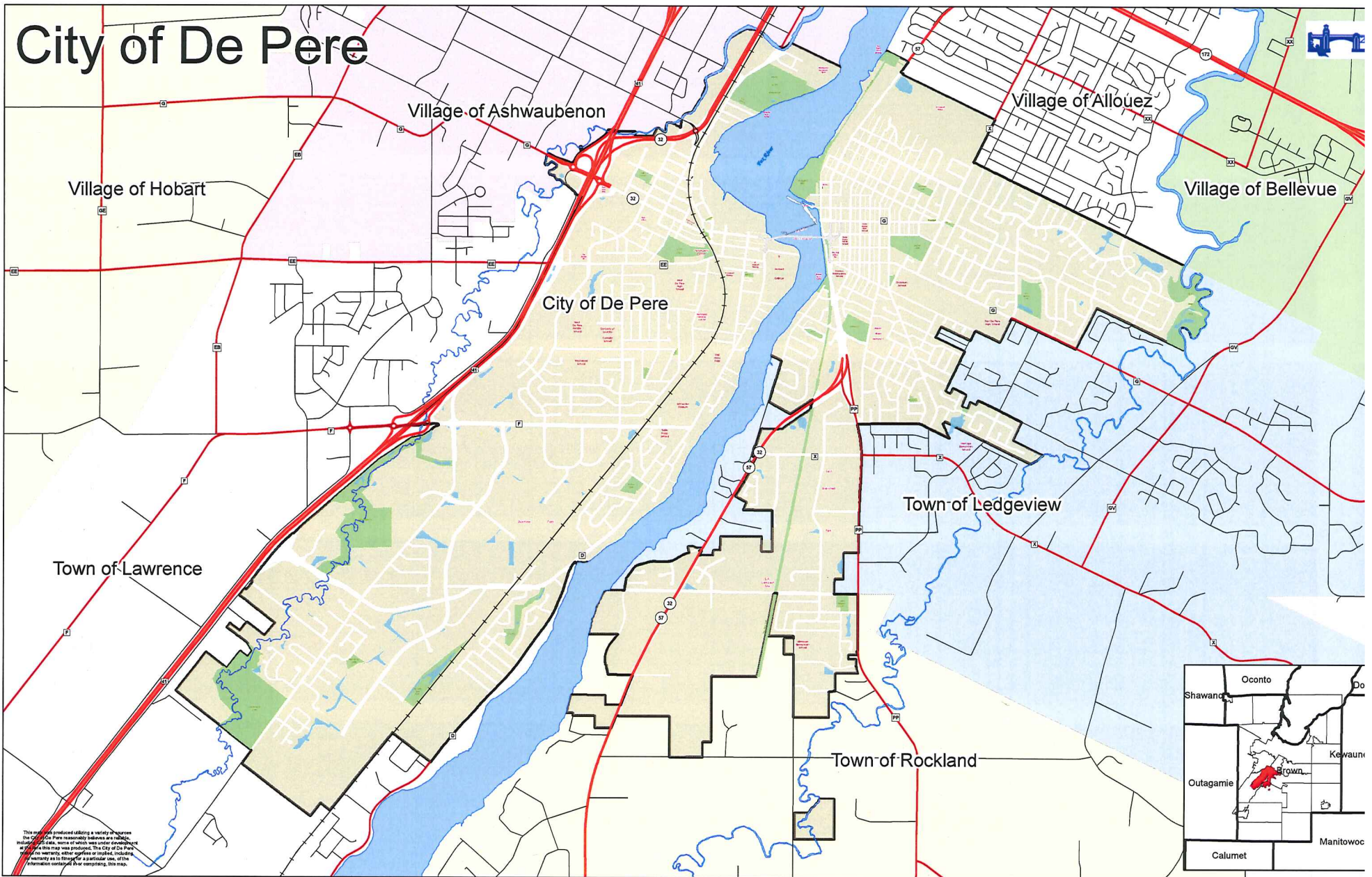
CERTIFICATION – I have read the *Historic Preservation Fund Subgrant Application Guidelines* and verify that all information on the application is true to the best of our ability. We the applicant agree to comply with Title IV of the Civil Rights Act of 1964 and all requirements imposed by or pursuant 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:

Karen J. Long, Deputy Clerk Date: 10-30-15



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LEGACY
architecture

605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
www.legacy-architecture.com

September 8, 2015

Gene Hackbarth
City of De Pere Historic Preservation Commission
933 Oakdale Avenue
De Pere, WI 54115

Re: City of De Pere Architectural & Historical Intensive Survey Update

Dear Members of the City of De Pere Historic Preservation Commission:

As we understand it, the City of De Pere Historic Preservation Commission would like to submit an application to the Wisconsin Historical Society for a Certified Local Government Subgrant for 2016 for an Architectural & Historical Intensive Survey Update of the City of De Pere. 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.

We propose the following scope of work for the intensive survey:

1. Conduct one initial public education meeting with the City of De Pere to introduce the project and the principal investigators to the community. (2 hours at \$65/hour + 3 hours at \$55/hour = \$295)
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. 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. 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. (2 hours at \$95/hour + 75 hours at \$65/hour + 61 hours at \$55/hour + 16 hours at \$45/hour + 1,740 miles at \$0.575/mile + 4 nights lodging @ \$100/night + miscellaneous reimbursable expenses = \$10,735)
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 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 5 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 \$95/hour + 24 hours at

Sarah Wallace

From: Gene Hackbarth <genehackbarth@gmail.com>
Sent: Thursday, October 29, 2015 10:32 AM
To: Brian Netzel
Cc: Sarah Wallace
Subject: Tim Heggland Quote email

Brian,
Please use this for the Tim Heggland Quote for the 2016 CLG Sug-Grant Application.
Gene

On Aug 26, 2015, at 3:08 PM, tim.heggland@juno.com wrote:

Gene:

Thanks for the request. Considering how much De Pere has grown since World War II and how many new homes and other buildings have been built since then I think you should look at a price of \$18,000 to \$19,000 for the resurvey.

Many thanks,

Tim Heggland

City of De Pere, Wisconsin



Request For Historic Preservation Commission Action

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: Review and Discussion on Historic Plaques for the Residential N. Broadway State and National Historic District

ATTACHMENTS:

- HPC_Staff Memo_Plaques (PDF)
- Plaque_Sample (PPTX)
- original n broadway plaque (JPG)
- N_Broadway_Inventory of Homes (XLSX)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



November 11, 2015

To: Historic Preservation Commission

From: Sarah Wallace, Associate Planner

RE: Discussion on Historic Residential Plaques

The Historic Preservation Commission has discussed placing historic plaques on residential properties, starting with the North Broadway State/National District. Below is a recap of what has been discussed and what it will take to complete the project. This information can help lead us in a discussion at our upcoming meeting on the process to move this forward.

Timeline:

- November 2014 HPC meeting – Residents from the N. Broadway District were invited to attend the meeting to discuss plaques being installed on their properties. At that meeting it was determined that estimates and samples would be obtained. It was also noted that prior to placing an order, dates and names would have to be verified to ensure that information on the original nominations is correct.
- Follow up to the November 2014 meeting – Estimates and design examples were completed and drafted as a survey to be sent out to residents. This was reported out at the December 2014 HPC meeting. The survey has not been sent.
- December 2014 HPC meeting – it was reported that the Planning Intern researched original homeowners names; further research will be needed for at least 15 of the properties. The City's intern used the intensive survey, an old tour book of the district, and the original district nomination document to create the information. See attached spreadsheet for the work completed, and what is left to be done to complete the project.

As the Historic Preservation Commission looks to proceed with this project, a few things will most likely be needed prior to implementation. The completion of the research of the historic information, review and confirm the cost of the plaques, review and determine design of plaques, and determine the process for final implementation; including identifying champions of the project to bring it to completion.

Attached you will find the draft materials that have been completed to date, as far as I have found in the records.

Attachment: HPC_Staff Memo_Plaques (4155 : Res Historic Plaques)

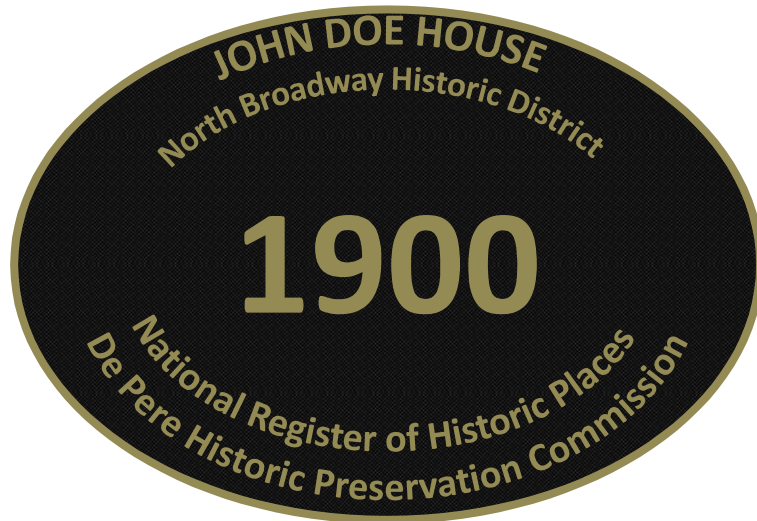
OPTION 1: ☐

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: ☐

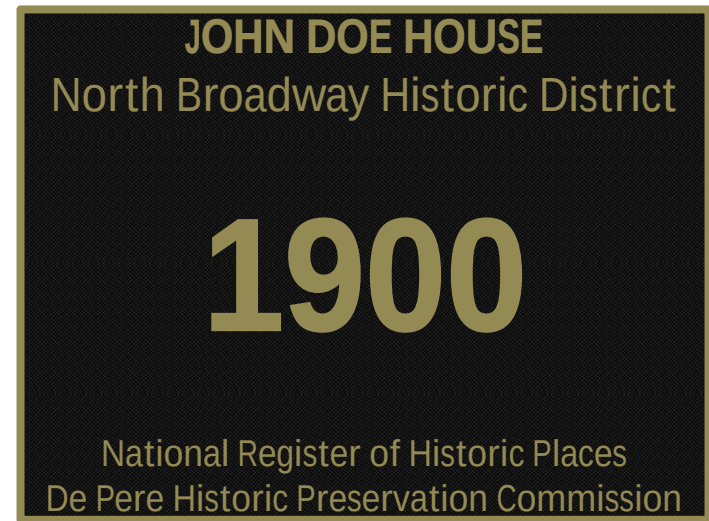


SHAPE: Oval
SIZE: 10" X 7"

ESTIMATED COST: \$169.00

City will pay: \$100.00
+ installation
Owner pays: \$69.00

OPTION 4: ☐



SHAPE: Rectangle
SIZE: 10" X 7"
ESTIMATED COST: \$169.00

City will pay: \$100.00
+ installation
Owner pays: \$69.00

Attachment: Plaque_Sample (4155 : Res Historic Plaques)

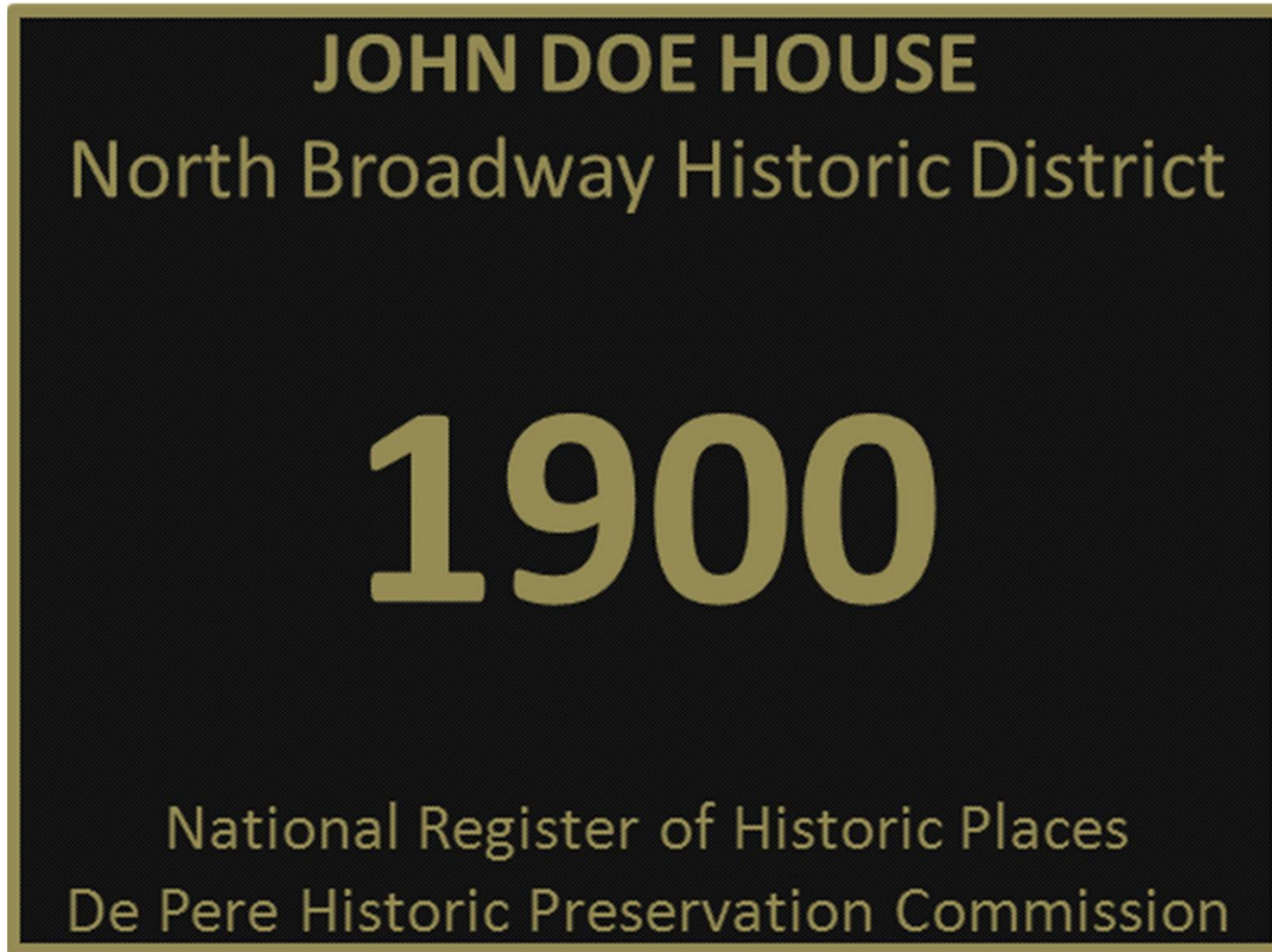
INSTRUCTIONS: 1. Please select one option above
2. Send completed copy by [DATE] to city in enclosed envelope



SHAPE: Oval

SIZE: 10" X 7"

MATERIAL: Bronze



SHAPE: Rectangle
SIZE: 10" X 7"
MATERIAL: Bronze



THIS STRUCTURE IS
LISTED IN THE
NATIONAL REGISTER OF
HISTORIC PLACES IN
WASHINGTON, D.C.

N. Broadway Historic District

Address	House Name	Year Built	Plaque Name
403 N. Broadway	De Pere Hydraulic Co. Office "White Pillars"	1836	De Pere Hydraulic Co.
409 N. Broadway	Thomas Elder Sharp Residence	1852	T.E. Sharp
435 N. Broadway	St. Ann Episcopal Church	1927	St. Ann Episcopal Church
443 N. Broadway		1880	
449 N. Broadway		1896	
503 N. Broadway	Gerald "Dad" Braisher Residence	1900	G. Braisher
515 N. Broadway	Kellogg-McGeehan Residence	1886	R. J. McGeehan
519 N. Broadway	Steckart-Lee Residence	1920	E. A. Lee
521 N. Broadway	Grover/R.J. McGeehan Residence	1917	G.T. McGeehan
310 Fulton	G.W. Willet Residence/William Willis Residence	1873	G.W. Willet
311 Fulton		1952	
605 N. Broadway		1951	
615 N. Broadway		1910	
621 N. Broadway	Tobey Residence?	1890	
625 N. Broadway	Dr. Collier Residence/C.A. Lawton	1866	C.A. Lawton
631 N. Broadway		1866	
639 N. Broadway	F.A. Dunham Residence	1889	F.A. Dunham
707 N. Broadway	Randall Wilcox Residence	1836	R. Wilcox
721 N. Broadway	E.E. Bolles Residence	1882	E.E. Bolles
807 N. Broadway	A.G. Wells Residence	1909	A.G. Wells
813 N. Broadway	J.P. Dousman Residence	1893	J.P. Dousman
823 N. Broadway	John S. Gittens Residence	1895	J.S. Gittens
903 N. Broadway	E.P. Smith Residence	1922	E.P. Smith
915 N. Broadway	Henry N. Beemster Residence	1946	H.N. Beemster
935 N. Broadway	Capt. Joseph G. Lawton Residence	1858	J.G. Lawton
806 N. Broadway	Dr. J.P. Lenfestey Residence	1905	L.P. Lenfestey
726 N. Broadway	Hugo Wells Residence/Charles Lawton Birthplace	1885	
720 N. Broadway	Hosta House/Dr. William Beaumont Residence	1930	W. Beaumont
712 N. Broadway	Marcott Residence	1914	Marcott
704 N. Broadway	Mrs. R. Wilcox Residence	1868	R. Wilcox
640 N. Broadway	Robert Jackson, Sr. Residence	1884	R. Jackson Sr.

632 N. Broadway	William Jackson Residence	1894	W. Jackson
620 N. Broadway	H.J. Wheeler Residence	1876	H.J. Wheeler
602 N. Broadway	J.S. Chase Residence	1892	J.S. Chase
417 Fulton	Chase-Bowring Residence	1875	T.R. Bowring
527 N. Wisconsin		1915	
521 N. Wisconsin		1915	
410 Fulton St.	Ruben Field Residence	1859	
526 N. Broadway		1926	
524 N. Broadway		1924	
514 N. Broadway			
405 Franklin St.			
503 N. Wisconsin	R.A. Loy Residence	1867	R.A. Loy
449 N. Wisconsin		1923	
448 N. Broadway	"Old Merrill House"	1849	Merrill
434 N. Broadway		1880	
432 N. Broadway	Mrs. Steele Residence	1870	Steele
400 N. Broadway	William Fields Residence	1880	W. Fields
425 N. Wisconsin	E.F. Parker Residence	1881	E.F. Parker
443 N. Wisconsin		1935	
432 N. Wisconsin	Gustave H. Fleck Residence	1906	G.H. Fleck
421 Cass St.	E.F. White Residence	1880	E.F. White
321 N. Wisconsin	Jacob Falk Residence	1894	J. Falk

City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: Review of 2015 Historic Preservation Budget Expenditures - Request for Carryover to 2016*

At the end of 2014, HPC had requested to carry over \$5,260 for use towards the residential historic plaques. That project has not moved to a point during 2015 to expend those funds. Attached you will find a review of the 2015 Historic Preservation Budget, expenditures made to date. The Commission desires to proceed with the residential historic plaques as part of its 2016 plans.

It is recommended that HPC request to carry over funds from the 2015 budget to the 2016, non-lapsing funds. * This requires additional action from Finance and City Council.

ATTACHMENTS:

- HPC_Budget Expenditures (PDF)

2015 Budget - Historic Preservation Commission

Acct #	Description	Budgeted	Transaction Amount	Balance
55150-212	Seminars and Conferences	\$1,000.00		\$780.00
	WAHPC Conference Registration Gene Hackbarth		(\$40.00)	
	Local History Conference registration Gene & Adam		(\$180.00)	
55150-215	Consulting	\$3,195.00		\$8,455.00
	2014 Carryover	\$5,260.00		
55150-310	Office Supplies	\$390.00		\$378.12
	photocopies for HP Review Board Mtg		(\$2.06)	
	Commission member nameplate		(\$9.82)	
55150-320	Memberships / Subscriptions	\$310.00		\$0.00
	National Alliance of Preservation Commissions		(\$100.00)	
	Fox-Wisconsin Heritage Parkway Membership		(\$150.00)	
	WAHPC Annual Membership		(\$40.00)	
	National Trust for Historic Preservation Membership		(\$20.00)	
55150-330	Mileage Reimbursement	\$500.00		(\$891.15)
	Adam Turriff/2014 Conference 1/7		(\$57.86)	
	Mary Jane Herber/2014 Conference 1/29		(\$239.40)	
	Gene Hackbarth/HP Review Board Mtg 2/27		(\$158.68)	
	Gene Hackbarth/WAHPC conference 4/24		(\$363.42)	
	Gene Hackbarth/HP Review Board Mtg 5/7		(\$209.92)	
	Gene Hackbarth Local History Conference 10/9		(\$361.87)	
55150-701	WI Historical Society	\$5,050.00		\$0.00
	Payment ot WI Historical Society 6/18/15		(\$5,050.00)	
Totals		\$15,705.00		\$8,721.97

updated 11/12/15

Attachment: HPC_Budget Expenditures (4154 : 2015 Budget)

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

MEETING DATE: November 16, 2015

DEPARTMENT: Historic Preservation Commission

FROM: Sarah Wallace

SUBJECT: Review and Discussion for Ideas for 2016 May Historic Preservation Month

As we near the end of 2015, HPC will need to start thinking about and planning for any programming / information / presentations / etc. they would like to do to promote May 2016 Historic Preservation Month.

It would be good if Commission members could provide a short recap of what has happened over the past few years, and if we can start conversations on ideas along with determining who will champion the activities / programming for the month.