



Historic Preservation Commission

Regular Meeting

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

Agenda

Monday, November 15, 2021

6:00 PM

Council Chambers and Virtual

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 15, 2021** at **6:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.
United States (Toll Free): [1 866 899 4679](tel:18668994679)
United States: [+1 \(312\) 757-3117](tel:+13127573117)
Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperewi.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the September 20, 2021 Historic Preservation Commission meeting.
3. Public comments upon matters not on the agenda.
4. Welcome to Chris Renier for being newly appointed to the Historic Preservation Commission by Mayor Boyd in October, 2021.
5. Thank you to Sue Gerrits for serving on the Historic Preservation Commission from October, 2020 to September, 2021.
6. Consideration and possible action on a lock tender's sign on an island near the De Pere locks, presentation by Chair Mike Fleck.
7. Consideration and possible action, with a project status, for the state and national nomination of three residential houses in De Pere as historic, status presented by Senior Planner Peter Schlein.
8. Consideration and possible action, with a project status, for the residential historical district signage project, status presented by Senior Planner Peter Schlein on behalf of Ald. Jonathon Hansen.

Adjournment

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 the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Wisconsin Historical Society



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the September 20, 2021 Historic Preservation Commission meeting.

ATTACHMENTS:

- HPC_Sep2021_Minutes_Draft(PDF)



Historic Preservation Commission

Regular Meeting

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

Draft Minutes

Monday, September 20, 2021

6:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 6:15 PM by Chairperson Mike Fleck

Attendee Name	Title	Status	Arrived
Mike Fleck	Chairperson	Present	
Sue Gerrits	Commissioner	Excused	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Aldersperson	Present	
Sue Sands	Commissioner	Excused	
Adam Turriff	Commissioner	Excused	
Joanne Vomastic-Muka	Commissioner	Present	

Also present: City Planner Peter Schleinz.

2. Approval of the minutes of the August 16, 2021 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Aldersperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Mike Fleck, Gene Hackbarth, Jonathon Hansen, Joanne Vomastic-Muka
EXCUSED:	Sue Gerrits, Sue Sands, Adam Turriff

3. Public comments upon matters not on the agenda.

City Planner Peter Schleinz notified the HPC members of a change to the City's GIS mapping system. A historic layer has been added which shows specific historic information regarding the historic sites in the City, including the date the building or district was designated as well as a link to the Wisconsin Historical Society. Gene Hackbarth shared that he recently attended a "Saving Wisconsin's Historic Theaters" workshop. He was very impressed with the presentation.

RESULT:	DISCUSSED
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4. Consideration and possible action on Historic Preservation Commission members registering for the 2021 Local History and Historic Preservation Conference that will be held online (virtual) from October 20-22, 2021.

City Planner Peter Schleinz reported that the 2021 Local History and Historic Preservation Conference will be held virtually this year and encouraged all HPC members to attend. Gene Hackbarth stated that he will attend. Ald. Hansen stated that he is unable to attend due to his work schedule. Joanne Muka and Mike Fleck also indicated that they will attend. Gene stated that he will check to see if the conference will be recorded so it can be viewed by those members who cannot attend. Peter noted that staff will register everyone for the conference.

RESULT: NO ACTION

5. Consideration and possible action on applying for a year 2022 CLG Subgrant. Grant options may relate to one business property and two residential properties that the Historic Preservation Commission reached out to regarding State and National nominations in August 2021.

City Planner Peter Schleinz reported that staff has not received any responses regarding the 3 letters that the HPC mailed out in June to 514 Lewis Street, 405 Wisconsin Street, and 416 George Street. Ald. Hansen stated that he has the email address for the owner of 416 George Street and suggested that the HPC reach out to him via email. Gene Hackbarth recommended to reach out to the owners of these three properties and also identify other properties that are listed as eligible in the 2017 survey. He suggested that the HPC work on a letter of intent, which would be due in June 2022 for a CLG subgrant. Ald. Hansen agreed with Gene's recommendation. Gene also suggested reaching out to the current owners of the Wisconsin State Bank. Ald. Hansen also suggested reaching out to Andy Krans, who owns several commercial buildings in downtown De Pere.

RESULT: NO ACTION

6. Consideration and possible action on projects and accomplishments that the Historic Preservation Commission wishes to achieve in Year 2022.

Ald. Hansen suggested that the HPC send out letters to owners of properties on the National & state registers to invite them to an informational meeting with City staff and a representative from the Wisconsin Historical Society to explain why they should consider a local landmark designation. Gene Hackbarth added that he has contacted Jason Tish from the Wisconsin Historical Society and he agreed to participate in such a presentation along with the De Pere Historic Preservation Commission. Gene suggested that this presentation should be held at the May 2022 HPC monthly meeting since May is historic preservation month.

Ald. Hansen suggested that Gene continue working on the relocation of the historic sign that was previously located by the fountain near the Union Hotel. Gene stated that he is making slow progress with that project, but he did say that he has permission from the last locktender and his family members to use his picture on the sign. Mike Fleck stated that he will talk to Scott Thoresen, Dept of Public Works about moving the sign.

RESULT: NO ACTION

7. Consideration and possible action on the Historic Preservation Commission formally supporting the division of CLG Subgrant Project No. WI-21-10015 into two \$6,000 projects: The first project is the hiring of a consultant to prepare State and National Register of Historic Places nomination materials for three residential properties, the second project is the creation of three-to-five residential historic district signs.

Ald. Hansen moved, seconded by Gene Hackbarth, to approve A.the hiring of a consultant to prepare nomination materials to hire a consultant for \$6000 for a CLG subgrant and B.use the remaining \$6000 of grant money for the creation of 3-5 historic district signs. Upon vote, motion carried unanimously. Gene Hackbarth thanked the Common Council for approving the agreement with the City and Tim Heggland, the consultant for the project.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Mike Fleck, Gene Hackbarth, Jonathon Hansen, Joanne Vomastic-Muka
EXCUSED:	Sue Gerrits, Sue Sands, Adam Turriff

8. Consideration and possible action on providing initial concept suggestions, related to historic district signage prioritization and locations, for the the creation of three-to-five residential historic district signs. Presentation by Ald. Jonathon Hansen.

Ald. Hansen stated that he is going to pursue an additional \$6000 from the City's 2200 budget in order to have enough funds for signs for all 5 historic districts. He explained that the main funding source he is targeting is the leftover \$35,000 from the stadium excise tax because it can go toward tourism purposes. He explained that he would ask for a volunteer team to further develop details needed for the creation of the district signs as well as best locations for the signs. The volunteer team will be responsible for identifying a number of locations to be narrowed down, based on things like utilities, vision corners, narrow terraces, snow banks, etc.

City Planner Peter Schleinz invited all of the HPC members to come up to the map and place 2-3 stickers on each of the 5 historic districts in spots where they would like to see a historic sign placed. For part 2 of the exercise, Peter explained that each HPC member should silently identify their prioritized choices for residential historic districts that should receive a sign first. Once the activity was completed, Peter asked if any of the members would like to be part of the volunteer team to work on this project with Ald. Hansen. Gene Hackbarth stated that he would be interested. Ald. Hansen also suggested reaching out the members who were not at the meeting to see if any of them would be interested as well.

RESULT:	NO ACTION
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Adjournment

Gene Hackbarth moved, seconded by Ald. Hansen, to adjourn the meeting at 6:57 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Public comments upon matters not on the agenda.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Welcome to Chris Renier for being newly appointed to the Historic Preservation Commission by Mayor Boyd in October, 2021.

Chris is the newest addition to the Historic Preservation Commission. He is a registered architect, which is a required occupation for at least one member of the Commission [Municipal Code 38-3 (Historic preservation commission; composition)].



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Thank you to Sue Gerrits for serving on the Historic Preservation Commission from October, 2020 to September, 2021.

Sue served on the Historic Preservation Commission since October, 2020. Unfortunately, she asked to step down in September 2021 due to timing conflicts due to having children that participate in after-school events.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on a lock tender's sign on an island near the De Pere locks, presentation by Chair Mike Fleck.

Presentation by Chair Mike Fleck.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action, with a project status, for the state and national nomination of three residential houses in De Pere as historic, status presented by Senior Planner Peter Schleinz.

The following summarizes the status of the project:

Following the Historic Preservation Commission recommendation, and Common Council decision, the City established a signed contract with Timothy Heggland to develop state and federal nominations for single-family residential properties at 1218 Fox River DR, 815 Nicolet AV, and 1336 Ridgeway BL.

Staff submitted the first quarterly Progress Report, required by the grant, to the Wisconsin Historical Society on October 13, 2021.

During the month of November, 2021 the consultant plans to photograph the exterior of the three properties. The consultant is waiting for tree leaves to fall in order to obtain quality photos of the structures.

During the month of November, 2021 the consultant may reach out to the three property owners to photograph the interior of the three residences. Please be aware of this in case a resident calls the Commission about the consultant requesting access to the properties.

The research and drafting of text for the project is expected to begin in 2022.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: November 15, 2021

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action, with a project status, for the residential historical district signage project, status presented by Senior Planner Peter Schleinz on behalf of Ald. Jonathon Hansen.

The following summarizes the status of the project:

Following the Historic Preservation Commission support of the split CLG sub-grant on September 20, 2021 Ald. Hansen met with a small team on October 13, 2021 to establish potential future locations for neighborhood signage (three signs per neighborhood).

The proposed locations were shared with City Development Services and Department of Public Works staff in order to generally identify if there were issues that could prohibit signs at any of the locations. The review identified up to 7 sites as potentially valid. Unfortunately, in the N Broadway District, all three team selected sites were ruled out during the staff review so a new site will need to be identified and Commission assistance is requested.

Staff submitted the first quarterly Progress Report, required by the grant, to the Wisconsin Historical Society on October 13, 2021.

The next steps include refining the final locations by year's end, submitting a quarterly Progress Report in January 2022, and establishing concept signage design concepts in early 2022.

ACTION:

The Historic Preservation Commission should offer suggestions for a new location for the N. Broadway district, and then direct the team to continue working with staff to determine the best and final locations for signage in each district.