



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final 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	Aldersperson	Excused	
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Commissioner	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

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