



Historic Preservation Commission

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

Regular Meeting

Agenda

Monday, October 17, 2022	6:00 PM	Council Chambers and Virtual
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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 **October 17, 2022** 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.igmp.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the August 15, 2022 Historic Preservation Commission meeting.
3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC
4. Welcoming of new member, Noah Tetzner, to the Historic Preservation Commission.
5. Consideration and possible action to locally designate the "George E. Bowman House" (house only) at 933 Oakdale AV as a local historic structure. (ED-139). *
6. Discussion and possible action to request that WisDOT, or appropriate agency, remove two Heritage signs at the 400 BLK N Broadway ST and one Heritage sign at the 900 BLK N Broadway ST because the signs are cracked, faded, and have reached the end of useful life.
7. Discussion and possible action to create a scheduled work plan for projects to complete in 2023.

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

Eugene & Kathleen Hackbarth

Bonnie & Dennis Lueck

Zellner Joint Revocable Trust

Daanen-Vainisa Revocable Trust

Ralph Parczick

Carol & Joseph Karls



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the August 15, 2022 Historic Preservation Commission meeting.

ATTACHMENTS:

- HPC_Aug2022_Minutes_Draft (PDF)



Historic Preservation Commission

Regular Meeting

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

Draft Minutes

Monday, August 15, 2022

6:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Jonathon Hansen

Attendee Name	Title	Status	Arrived
Mike Fleck	Commissioner	Present	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Chairperson	Present	
Chris Renier	Commissioner	Excused	
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 May 16, 2022 Historic Preservation Commission meeting.

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

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC

City Planner Peter Schleinz stated that two HPC members have resigned from the commission: Sue Sands and Chris Renier. Mayor Boyd will work on filling these positions. Peter asked HPC members to let staff know if they have any recommendations to fill those positions.

RESULT:	DISCUSSED
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4. Consideration and possible action on the completed Certified Local Government (CLG) Sub-Grant nomination applications for designating two residential properties located at 815 Nicolet AV and 1336 Ridgeway BL as state and federally recognized historic places.

City Planner Peter Schleinz provided a summary of two residential properties which were nominated as state and federally recognized historic places located at 815 Nicolet AV and 1336 Ridgeway BL. Staff requested that the HPC review both applications to determine if they meet the eligibility requirements for the National Register of Historic Places (NHRP) and approve both applications with a statement about meeting NHRP requirements. Gene Hackbarth read letters from the owners of both properties in support of their homes being nominated for listing on the NHRP. Gene Hackbarth moved, seconded by Mike Fleck to approve the CLG sub-grant applications for designating 815 Nicolet AV and 1336 Ridgeway BL as state and federally recognized historic places. Upon vote, motion carried unanimously.

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

5. Consideration and possible action on letters that were sent to three property owners at 107 N Broadway ST, 127 N Broadway ST, and 514 Lewis ST to inquire interest in state and federal historic designation.

City Planner Peter Schleinz reported on letters that were sent to three property owners at 107 N Broadway, 127 N Broadway, and 514 Lewis St to inquire interest in state and federal historic designation. No responses of interest were received. Ald. Hansen moved, seconded by Gene Hackbarth, to receive the information and place it on file. Upon vote, motion carried unanimously.

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

6. Consideration and possible action to revise the letter that the Historic Preservation Commission uses for state and federal designation inquiries.

City Planner Peter Schleinz reviewed the sample letter that the HPC sends out to potential listing on the National Register of Historic Places. He stated that he is looking for input from the HPC members to possibly revise the letter. The concern is that perhaps the letter is too long and/or it provides too much information. Gene Hackbarth requested that the first sentence at the beginning of the third paragraph be changed to "Listing in the NRHP would make you and future owners of the property eligible for historic tax credits for repair, rehabilitation, and upgrade work that you do on the property." In addition, he suggested adding another sentence to that same paragraph that states "Current historic tax credits for commercial property is now 20% federal and 20% Wisconsin tax credits. Current historic tax credits for private property is now 25% Wisconsin tax credit." Ald. Hansen also made the suggestion to modify the first sentence of the fourth paragraph to read "The De Pere Historic Preservation Commission would like to nominate your property for listing in the NRPH at no cost to you." Discussion followed regarding in-person outreach to the homeowner after the letter is sent. Peter noted that a sub-group could be created to address this part of the process for discussion at a future meeting. Mike Fleck moved, seconded by Gene Hackbarth, to approve the suggested changes to be made to the letter. Upon vote, motion carried unanimously.

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

7. Consideration and possible action to request that the De Pere Historical Society submit a request for approval of the newly proposed museum plans at 403 N Broadway ST because it is a locally designated historic site. Presentation to be made by Gene Hackbarth.

Gene Hackbarth stated that the De Pere Historical Society is planning on updating the White Pillars Museum at 403 N Broadway St. Because this is a locally designated historic site, he would like to request that staff contact the De Pere Historical Society to request they submit a Certificate of Appropriateness (COA) prior to a developer submitting building plans. City Planner Peter Schleinz reminded the HPC that site plan review authority is held by the De Pere Plan Commission. Ald. Hansen moved, seconded by Gene Hackbarth, to ask staff to remind the De Pere Historical Society that a COA will be required for review and approval by the Historic Preservation Commission prior to obtaining building permits for the museum at 403 N Broadway St. Upon vote, motion carried unanimously.

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

8. Consideration and possible action to designate 933 Oakdale AV (George E. Bowman House) as a local historic structure or site. Presentation to be made by Gene Hackbarth.

Gene Hackbarth submitted a request to designate his home at 933 Oakdale Avenue as a local historic structure or site. The home was built in 1928, with a back porch addition built in 2012. It has been designated as contributing to the Randall Avenue Historic District on the national and state registers as the George E. Bowman House. A very prominent citizen, James Martin, lived in this house. He served on the Parks Board for several years. He was also honored by the City of De Pere by the naming of Jim Martin Park on Libal Street. Ald. Hansen suggested the item be tabled in order for the property owner to submit a request with data that addresses the criteria of Municipal Code Section 38-4 for review and consideration (including a narrative and historic/current photographs) prior to a Historic Preservation Commission recommendation being made to the Common Council. Gene Hackbarth moved, seconded by Mike Fleck, to table the item to the next meeting to allow for more time to prepare the necessary documents. Upon vote, motion carried unanimously.

RESULT: **TABLED [UNANIMOUS]****Next: 10/17/2022 6:00 PM****MOVER:** Gene Hackbarth, Vice Chairperson**SECONDER:** Mike Fleck, Commissioner**AYES:** Mike Fleck, Gene Hackbarth, Jonathon Hansen, Joanne Vomastic-Muka**EXCUSED:** Chris Renier, Sue Sands, Adam Turriff

Adjournment

Mike Fleck moved, seconded by Joanne Muka, to adjourn the meeting at 6:40 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Welcoming of new member, Noah Tetzner, to the Historic Preservation Commission.

Noah was appointed by Mayor Boyd for a three year term, until February 2025, as a citizen member of the Historic Preservation Commission.

RECOMMENDED ACTION: Discussion item. No formal action is required.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action to locally designate the "George E. Bowman House" (house only) at 933 Oakdale AV as a local historic structure. (ED-139). *

The George E Bowman House, built in 1928, was referenced in the City's 2001 Intensive Survey. The petitioner is the property owner. The request is for the house only; The property and accessory structures on the property are not included with the request.

Per Municipal Code 38-6(a)(1), HPC support staff made the following City Departments aware of the request: Public Works, Redevelopment Authority (staff support), Park and Recreation, Fire, Police, Health, Development Services (Inspection), and Plan Commission (staff support).

Per Municipal Code 38-6(a)(1), property owners owning land within 100' of 933 Oakdale AV have been notified of the request and the potential for a public hearing to be held at the November 1, 2022 Common Council meeting, if the project is recommended for approval by HPC.

The attached support information was provided by the property owner.

RECOMMENDED ACTION: Review and discuss support information with the property owner. Determine if the structure meets the criteria of Municipal Code section 38-4. If criteria is met, recommend approval to Common Council with a public hearing (proposed date to be November 1, 2022).

ATTACHMENTS:

- 933 Oakdale Local Listing Information - 15 Aug 2022 (PDF)
- 933 Oakdale Local Landmark - data from owner - 26 Sep 2022 (DOCX)



PROPERTY RECORD
933 OAKDALE AVE

A Colonial Revival house, built in De Pere, Wisconsin in 1928

Historic Name: George E. Bowman House

Other Name: Eugene & Kathleen Hackbarth (current owners)

Contributing: Yes

AHI Reference Number: 121645

County: Brown

City: De Pere

PROPERTY FEATURES

Year Built: 1928

Back Porch Addition: 2012

Survey Date: 2001

Historic Use: house

Architectural Style: Colonial Revival

Structural System:

Wall Material: Clapboard

DESIGNATIONS

National/State Register Listing Name: Randall Avenue Historic District

National Register Listing Date: 4/24/2007

State Register Listing Date: 10/13/2006



933 Oakdale Avenue
Back Porch added in 2012
It does not cancel the History Character of the house
because it is not visible from the street front facade.

Request from the Owner of 933 Oakdale Avenue, that the De Pere Historic Preservation Commission review data that addresses the criteria of Municipal Code Section 38-4 for review and consideration prior to recommending approval of the residential structure as a Local Landmark by the De Pere Common Council. AHI Reference # 121645

De Pere Municipal Code:

Sec. 38-4. - Historic structure, historic site and historic district designation criteria.

(a) For purposes of this chapter, an historic structure, historic site, or historic district designation may be placed on any site, natural or improved, including any building, improvement, or structure located thereon, or any area of particular historic, architectural, archeological, or cultural significance to the city, such as historic structures, sites, or districts which:

- (1) Exemplify or reflect the broad cultural, political, economic, or social history of the nature, state, or community;
- (2) Are identified with historic personages or with important events in national, state, or local history;
- (3) Embody the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period, style, method of construction, or of indigenous materials or craftsmanship;
- (4) Are representative of the notable work of a master builder, designer, or architect who influenced his or her age; or
- (5) Have yielded, or may be likely to yield, information important to prehistory or history.

(b) The commission may adopt specific operating guidelines for historic structure, historic site, and historic district designation providing such are in conformance with the provisions of this chapter.

(Code 1974, § 11.04; Ord. No. 02-01, § 1, 1-2-2002; Ord. No. 13-17, § 15, 8-20-2013)

933 Oakdale Avenue is a Colonial Revival architectural style house located within the Randall Avenue Historic District, an architecturally significant residential district in De Pere. Historically referred to as the George E. Bowman House on the Wisconsin and National Registers of Historic Places, it was built in 1928. It was listed as a “contributing structure” under Criterion C (architecture) when listed on the the State Register (10/13/2006) and National Register on 4/24/2007. Research shows that the Randall Avenue Historic District is locally significant as an architecturally and historically significant collection of residential buildings, that together, constitutes a well-defined and visually distinct geographic and historic entity within the city of De Pere.

The Randall Avenue Historic District, which includes 933 Oakdale Avenue, is comprised of 62 contributing resources and 3 non-contributing ones is believed to be of local architectural significance because it contains the finest collection of Period Revival style residential buildings found within the corporate boundaries of the city of De Pere. The most notable and numerous examples of Period Revival Styles found within the district are the Colonial Revival residences built between the two World Wars.

933 Oakdale Avenue, lies within a well-defined residential neighborhood whose buildings are very good to outstanding, largely intact, and representative examples of important residential architectural styles within the city of De Pere.

The two earliest intact examples of Colonial Revival Architectural style found within the Randall Avenue District are the George E. Bowman house-933 Oakdale Avenue (1928) and the Enos Ellegard House-924 Oakdale Avenue (1929). The Bowman house is clapboard-clad and the Ellegard house is brick-clad. These houses established the architectural styles that the district was to follow in the future.

Today, houses within the Randall Avenue District, including 933 Oakdale Avenue, are much sought after and the district is still well-preserved. Nearly all of the houses within it have been well maintained and exterior alterations facing the street, have been minimal and generally been limited to re-siding with more modern materials.

A single building in the district was moved onto its present site. This is the former streetcar station building at 920 Oakdale Avenue, directly across the street from the George E. Bowman house. It was moved from its original site at the intersection of Webster Avenue and LeBrun Street in 1960. It was converted into a small One Story Cube (OSC) residence on a vacant lot.

Past residence owners:

I have been unable to find information about George E. Bowman, after whom the building is named.

James and Bea Martin, along with their four sons owned the house for fifty years. James Martin was a long-time member of the De Pere Parks Department. A City Park is named in his honor on the city's far east side. James was also very active in the development of American Legion Baseball teams in northeast Wisconsin. He served as area youth baseball coach for many years, beginning in the 1950's. Eugene and Kathleen Hackbarth are the proud owners of the residence since 2006.

Since then, they have worked to maintain the building while taking advantage of the 25% Wisconsin Historic Tax Credit that's available for five categories of building repair.

Sec. 38-5. - Powers and duties of commission.

(a) Designation nomination and recommendation. The commission shall have the power to nominate and to recommend to the common council that the Council approve local historic structure, site and district designations, subject to the procedures of section 38-6. Such designation recommendation shall be made based on the criteria set forth in section 38-4. If designated by the council, such historic structures, sites, and districts shall be subject to all the provisions of this chapter. (b) Regulation of construction, reconstruction, alteration, and demolition. (1) No owner or person in charge of an historic structure, historic site, or structure within an historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties, or cause or permit any such work to be performed upon such property, or demolish such property unless a certificate of appropriateness has been granted by the historic preservation commission. Unless such certificate has been granted by the commission, the building inspector shall not issue a permit for any such work. (2) Upon filing of any application for a certificate of appropriateness with the commission, the commission shall approve the application unless: a. 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; b. 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; c. 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; d. 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; e. 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; f. 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 discussions 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.(3)In addition, in determining whether to issue a certificate of appropriateness, the commission shall consider and may give decisive weight to any or all of the following standards:a.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.b.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.c.Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.d.Most properties change over time. Those changes that have acquired historic significance in their own right shall be retained and preserved.e.Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.f.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, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.g.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.h.Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.i.New additions, exterior alterations, 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.j.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.(4)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. Upon the issuance of such certificate, the building permit shall then be issued by the building inspector. The commission shall make this decision within 45 days of the filing of the application. Failure of the commission to act upon a request for a certificate of appropriateness within 45 days shall result in the issuance of such certificate.(5)Agencies of the city and all public utility and transportation companies undertaking projects affecting historic structures, historic sites, or historic districts shall be required to obtain a certificate of appropriateness prior to initiating any changes in the character of street paving, sidewalks, utility installations, lighting, walls, fences, structures, and buildings on property, easements, or streets owned or franchised by the city.(6)The issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the city. A building permit or other municipal permit shall be invalid if it is obtained without the presentation of the

certificate of appropriateness required for the proposed work. Insofar as they are applicable to an historic structure, historic site, or improvement in an historic district designated under this section, any provision of the plumbing code, electrical code, or building or housing of the city shall apply unless waived by the appropriate state or city officials. The commission may support or propose such waivers before the appropriate state or city appeals body.(7)Compliance with certificates of appropriateness shall be started within 12 months after the issuance of the certificate, and the work shall conform to the provisions of the certificate. The city may inspect the work during and after construction in order to assure compliance. Failure to comply with a certificate of appropriateness or failure to obtain a certificate of appropriateness shall be a violation of this section. In addition to other penalties and remedies, the city shall issue a stop work order, and all work shall cease on the designated property. No additional work shall be undertaken as long as such stop work order shall continue in effect.(8)Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness provided the work involves repairs to existing features of an historic structure or site, or the replacement of elements of a structure with pieces identical in appearance, and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.(c)Appeals. Should the commission deny a certificate of appropriateness due to the failure of the proposal to conform to the guidelines, the applicant may appeal such decision to the common council within 30 days. In addition, if the commission denies a certificate of appropriateness, the commission shall, with the cooperation of the applicant, work with the applicant in an attempt to obtain a certificate of appropriateness within the guidelines of this chapter.(d)Recognition of historic structures, sites, and districts. At such time as an historic structure, site, or district has been properly designated, the commission may cause to be prepared and erected on such property, at city expense, a suitable plaque declaring that such property is an historic structure, site, or district. Such plaque shall be so placed as to be easily visible to passing pedestrians. The plaque shall state the accepted name of the historic property, the date of its construction, and other information deemed proper by the commission.(e)Other duties. In addition to those duties already specified in this section, the commission shall:(1)Work for the continuing education of the citizens about the historical heritage of the city and the historic properties designated under the provisions of this chapter.(2)Cooperate with the state historic preservation officer and the state historic preservation review board in attempting to include such properties hereunder designated as landmarks or landmark sites, or historic districts in the National Register of Historic Places and the State Register of Historic Places.(3)As it deems advisable, receive and solicit funds for the purpose of historic preservation in the city. Such funds shall be placed in a special city account for such purpose.
(Code 1974, § 11.05; Ord. No. 02-01, § 1, 1-2-2002; Ord. No. 16-23B.2.0, § 1, 11-1-2016)

Sec. 38-6. - Procedures.

(a)Designation of historic structures and historic sites.(1)The commission may nominate the designation of historic structures and sites, after notification to the property owner(s) of the subject property, by conducting a public hearing thereon. Notice of the public

hearing shall be published as a class 1 notice under Wisconsin Statutes. At least ten days prior to such hearing, the commission shall notify, by first class mail, the owner(s) of the structure or site subject to designation and the owners of record, as listed in the office of the city assessor, who are owners of property in whole or in part situated within 100 feet of the boundaries of subject property, of the proposed designation and of the time and place of the public hearing thereon. These owners shall have the right to confer with the commission prior to final action by the commission on the designation. The commission shall also notify the following: department of public works, redevelopment authority, parks department, fire and police departments, health department, building inspection department, and plan commission. Each such department may respond to the commission with its comments on the proposed designation or rescission.

(2) The commission shall then conduct such public hearing and, in addition to the notified persons, may hear expert witnesses and shall have the power to subpoena such witnesses and records as it deems necessary, and the commission may conduct an independent investigation into the proposed designation or rescission, all as necessary to determine if the structure or site meets the designation criteria of section 38-4. Within ten days after the close of the public hearing, if the commission determines to recommend designation of the structure or site to the common council, it shall notify the owner of the property subject to designation of such decision by first class mail. The commission shall also forward its recommendation to the common council.

(3) The common council. The common council, upon receipt of the recommendation from the historic preservation commission shall consider such recommendation, with notice of the council meeting at which the matter is to be considered given as noted in subsection (a)(1) above. The council shall either approve or reject the historic designation. Upon approval of the designation, the common council shall cause the designation to be recorded, at city expense, in the county register of deeds office.

(b) Designation of historic districts.

(1) For preservation purposes, the historic preservation commission shall select geographically defined areas within the city to be designated as historic districts and shall, with the assistance of the city planning department, prepare an historic preservation plan in ordinance form for each area for nomination as an historic district. An historic district may be designated for any geographic area of particular historic, architectural or cultural significance to the city, which:

- a. Exemplifies or reflects the broad cultural, political, economic, or social history of the nation, state, or community;
- b. Is identified with historic personages or with important events in national, state, or local history;
- c. Embodies the distinguishing characteristics of architectural types or specimens inherently valuable for the study of a period or periods, styles, methods, or construction, or of indigenous materials or craftsmanship;
- d. Is representative of the notable works of master builders, designers, or architects who influenced their age;
- e. Has yielded, or may be likely to yield, information important to history or prehistory.

(2) Each historic preservation plan prepared for or by the historic preservation commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development, and a statement of preservation objectives.

(3) Guideline criteria to be considered in the development of historic district plans are as follows:

- a. Regulation of construction, reconstruction, alteration, and demolition shall conform to the criteria and standards in subsections 38-5(b)(1)–(3).
- b. All new structures shall be constructed to a height visually

compatible with the building and environment with which they are visually related.c.The gross volume of any new structure shall be visually compatible with the buildings and environment with which it is visually related.d.In the street elevation of a building, the proportion between the width and height in the facade should be visually compatible with the building and environment with which it is visually related.e.The proportions and relationships between doors and windows in the street facade should be visually compatible with the buildings and environment with which it is visually related.f.The rhythm of solids to voids, created by openings in the facade, should be visually compatible with the buildings and environment with which they are visually related.g.The existing rhythm created by existing building masses and spaces between them should be preserved.h.The materials used in the final facade should be visually compatible with the buildings and environment with which they are visually related.i.The texture inherent in the facade should be visually compatible with the buildings and environment with which it is visually related.j.Colors and patterns used on the facade (especially trim) should be visually compatible with the buildings and environment with which they are visually related.k.The design of the roof should be visually compatible with the buildings and environment with which it is visually related.l.The landscape plan should be sensitive to the individual building, its occupants and their needs. Further, the landscape treatment should be visually compatible with the buildings and environment with which it is visually related.m.The street facade should blend with other buildings via directional expression. When adjacent buildings have a dominant horizontal or vertical expression, this expression should be carried over and reflected.n.Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.(4)Review and adoption procedure.a.Historic preservation commission. The historic preservation commission shall hold a public hearing when considering the plan for an historic district. Notice of the time, place, and purpose of such hearing shall be given by publication as a class 1 notice under Wisconsin Statutes. Notice of the time, place, and purpose of the public hearing shall also be sent by first class mail by the city clerk to the council member of the aldermanic district or districts in which the historic district is located, and to all the owners of record, as listed in the office of the city assessor, who are owners of the property within the proposed historic district or are situated in whole or in part within 100 feet of the boundaries of the proposed historic district. Said notice is to be sent at least ten days prior to the date of the public hearing. Following the public hearing, the historic preservation commission shall vote to recommend, reject, or withhold action on the plan. This recommendation shall be sent to all the owners of record of property within the proposed historic district and to the city plan commission and the common council.b.The city plan commission. The plan commission shall review the historic district plan and make a recommendation to the common council. The plan commission shall make its recommendation on the historic district plan within 45 days.c.The common council. The common council, upon receipt of the recommendation from the historic preservation commission and plan commission, shall hold a public hearing, with notice to be given as noted in subsection a., above, and shall, following the public hearing, either designate or reject the historic district. Designation of the historic district shall constitute adoption of the plan in ordinance form prepared for that district and direct the implementation of said plan.(c)Recission of historic designation. The

procedure for recission of historic structure or site designation shall follow the procedure as set forth in section 38-6(a). The procedure for recission of an historic district designation shall follow the procedure set forth in section 38-6(b).

(Ord. No. 02-01, § 1, 1-2-2002; Ord. No. 16-23B.2.0, §§ 2—4, 11-1-2016)

Sec. 38-7. - Interim control.

No building permit shall be issued by the building inspector for alteration, construction, demolition, or removal of a nominated historic structure, historic site, or any property or structure within a nominated historic district from the date of the meeting of the historic preservation commission at which a nomination form is first presented until the final disposition of the nomination by the historic preservation commission or the common council unless such alteration, removal, or demolition is authorized by formal resolution of the common council as necessary for public health, welfare, or safety. In no event shall the delay be for more than 180 days.

(Ord. No. 02-01, § 1, 1-2-2002)

Sec. 38-8. - Conformance with regulations.

(a) Every person in charge of an historic structure, historic site, or improvement in an historic district shall maintain same or cause or permit it to be maintained in a condition consistent with the provisions of this ordinance. The common council may appoint the building inspector or any other individual or group of individuals to enforce this chapter. During the period of the certificate, the duties of the inspection officer may include periodic inspection at intervals provided by the common council of designated historic structures, historic sites, and historic districts. (b) Every person in charge of an improvement on an historic site or in an historic district shall keep in good repair all of the exterior portions of such improvement and all interior portions thereof which, if not so maintained, may cause, or tend to cause, the exterior portions of such improvement to fall into a state of disrepair, including, but not limited to: (1) The deterioration of exterior walls or other vertical supports; (2) The deterioration of roofs or other horizontal members; (3) The deterioration of external chimneys; (4) The deterioration or crumbling of exterior plasters or mortar; (5) The ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors; (6) The peeling of paint, rotting, holes, and other forms of decay; (7) The deterioration of surrounding environment; e.g., fences, gates, sidewalks, steps, signs, accessory structures, and landscaping; (8) The deterioration of any features so as to create or permit the creation of any hazardous or unsafe condition or conditions; or (9) All interior portions thereof which may cause the exterior to deteriorate or become damaged or otherwise to fall into a state of disrepair. (c) The purpose of this section is to prevent the demolition of a building or structure by neglecting it and permitting damage to it by weather or vandalism. (d) The building inspector shall give the commission notice of properties which, in his/her opinion, are unfit for human habitation, occupancy, or use prior to issuance of any raze orders under state statutes or municipal ordinances. (e) Insofar as they are applicable to an historic structure, historic site, or improvement in an historic district designated under this section, any provision of the Plumbing Code, the Minimum Housing and Property Maintenance Code, Building Code, Heating, Ventilating and Air Conditioning Code, and



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Discussion and possible action to request that WisDOT, or appropriate agency, remove two Heritage signs at the 400 BLK N Broadway ST and one Heritage sign at the 900 BLK N Broadway ST because the signs are cracked, faded, and have reached the end of useful life.

The three sign faces are cracked, faded, and have reached the end of useful life. The signs were originally installed as part of a heritage signage program with the WisDOT, but the program ended in 2013.

RECOMMENDED ACTION: Recommend that staff reach out to WisDOT to remove the signs. If WisDOT no longer removes the signage, attempt to have the signage removed.

ATTACHMENTS:

- Heritage Signage at 400 & 900 N Broadway ST (DOCX)
- Re_ Do you recall these two signs near Broadway ST being installed as part of a HPC project_ (MSG)



Kelly Barker

From: FITZIE HEIMDAHL <fitzie.heimdahl@wisc.edu>
Sent: Friday, September 23, 2022 8:32 AM
To: Gene Hackbarth; Peter Schleinz
Subject: Re: Do you recall these two signs near Broadway ST being installed as part of a HPC project?

You don't often get email from fitzie.heimdahl@wisc.edu. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

Unfortunately, there is little we (the Wisconsin Historical Society) can do regarding this type of signage. This would be a question for the WI-DOT. I can provide some additional information on this now-defunct program, and attach the documentation from the DOT.

In 1994, WisDOT and the Wisconsin Department of Tourism enacted the Heritage Directional Signing program through a Cooperative Agreement between the two agencies. The Department of Tourism had the responsibility to work with the application process for businesses requesting signs and maintained a brochure of the eligible businesses. Tourism furnished the signs to WisDOT and the Department of Tourism covered the installation and long-term maintenance of the signs. In August of 2013, the Department of Tourism indicated that they were no longer maintaining the Heritage Signing program and instead have focused on other means to promote this tourism effort. As a result, no new Heritage Direction signs will be installed on state highways from this time forward. This guideline provides information on the signing phase-out plan that was approved by Dept. of Tourism and WisDOT.

GUIDELINES

Listed below are guidelines for the installation and removal of Heritage Directional signing on WisDOT roadways, M1-85, M1-85C and M1-85d, which were agreed upon by the Department of Tourism and WisDOT:

1. New Heritage Direction signs **shall not** be installed on WisDOT roadways.
2. Existing Heritage Direction signs *may* be allowed to remain in place until the end of their useful life. Other opportunities such as knockdown damage, improvement projects or change in conditions *may* make it possible to have the signs removed earlier.
3. If WisDOT staff receives a call from a business requesting a replacement Heritage Directional sign, refer the name and contact information to the State Signing Engineer, who in turn will work with the requestor and Tourism to find a potential alternative signing program (SIS, TODS, White Arrow boards).
4. If WisDOT removes a Heritage Directional sign, the Region *should* let the State Signing Engineer know, who will subsequently let Tourism know.

Here are the contacts with the DOT I would recommend reaching out to:

1. Mike Frewerd
 (920) 492-5653
michael.frewerd@dot.wi.gov

944 Vanderperren Way
Green Bay, WI 54304

2. Ryan Mayer,
State Signing Engineer
(608) 246-3810
ryan.mayer@dot.wi.gov

3. Signing/Marking
Tom Tilleman
thomas.tilleman@dot.wi.gov

Sorry I couldn't be more helpful.

-Fitzie Heimdahl

Fitzie Heimdahl (he/him)
State Historical Markers Program Coordinator
Wisconsin Historical Society
(715) 471-0770
fitzie.heimdahl@wisconsinhistory.org

Wisconsin Historical Society
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From: Gene Hackbarth <genehackbarth@gmail.com>
Sent: Thursday, September 22, 2022 4:54 PM
To: FITZIE HEIMDAHL <fitzie.heimdahl@wisc.edu>
Subject: Re: Do you recall these two signs near Broadway ST being installed as part of a HPC project?

Hi,
Please help us get these signs, shown above, repaired/replaced soon.
Thanks,
Gene Hackbarth
De Pere, WI HPC

On Thu, Sep 22, 2022 at 2:34 PM Peter Schleinz <pschleinz@deperewi.gov> wrote:

Good afternoon HPC members! Our HPC Chair, Johnathon, noticed the below "Heritage" signs, near the 400 block of N Broadway ST, were faded and cracking. We were unable to determine who originally owned and/or erected the signs. The signs reference White Pillars and the North Broadway Historic District. We need your help...



What we know:

- They are not Wisconsin Historical Society owned signs.
- They do not look like any WisDOT information signs.
- They are not technically in the street right-of-way so they are not City Public Works street signs.

Do any of you recall these signs being a part of a long-time-ago HPC project? Jonathon and I need your help knowing when/where to start looking if this was part of an old HPC project. Your knowledge may save us a lot of time. ••

Thanks for helping us look!

Peter Schleinz

Senior Planner | Zoning Administrator | [City of De Pere](#)

335 S. Broadway | De Pere, WI 54115

Tel: (920) 339-4043 x 2 | Fax: (920) 330-9491 (I work remote this week)



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City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: October 17, 2022

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Discussion and possible action to create a scheduled work plan for projects to complete in 2023.

HPC members are encouraged to come to the meeting with suggestions for projects to be completed in 2023. Try to create an estimated time it may take to complete each project. That will help the HPC to discuss a calendar timeline for project completion that will spread the projects out without overwhelming the HPC and staff support.

The DRAFT 2023 budget already includes the HPC accomplishing the following by the designated dates:

- 31 May - Provide at least one of two educational /city heritage programs in May for historic preservation month. Provide the second by end of year.
- 31 May - Review and recommend updates to the Certificate of Appropriateness application for clarity as it relates to Municipal Code section 38-5.
- 20 Jun - Offer historic district signage to the two newest historic districts.
- 30 Jun - Find three properties (2017 Survey) for potential state/federal designation.
- 31 Jul - Find three commercial & three residential properties (2017 Survey) for potential local designation.
- 15 Aug - Submit Letter of Intent for a 2024 CLG Sub-grant.
- 19 Dec - Formally apply for a 2024 CLG Sub-grant.

RECOMMENDED ACTION: Review all project proposals from HPC members. Create a concept calendar of projects that spreads the activities out over the calendar year in a way that allows for additions and extensions without overwhelming the HPC and staff.