



Historic Preservation Commission

Regular Meeting

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

Final Minutes

Monday, October 17, 2016

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Vice Chairperson Brian Netzel

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

Also present: City Planner Peter Schleinz and members of the public.

2. Approval of the minutes of the September 19, 2016 Historic Preservation Commission meeting.

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

3. Staff update to the Historic Preservation Commission regarding the N. Broadway District plaque project.

City Planner Peter Schleinz updated the board members on the N Broadway plaque project. He noted that a total of nine residents expressed an interest in purchasing a plaque. He stated that he will get new quotes from sign companies since the old quote for 56 plaques has expired. He stated that the price of each plaque may increase a bit due to the small quantity that is needed. He reported that 40% of homeowners were very interested in what the sign says. Some individuals were questioning if a second line could be added, while some wanted their own name, and some were aware of another historical significance associated with their property. Sue Sands asked if Peter is anticipating that the City will pay a portion of the sign cost. Peter replied yes. He anticipates that plaque costs will be paid for in 2016 with installation of the plaques taking place in 2017. Since this is an information only item, the Commission did not need to take action at this time.

RESULT:	NO ACTION
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4. Update from Mr. Hackbarth to the Historic Preservation Commission regarding the Joliet Marker Placement on City property.

Gene Hackbarth reported on the possible relocation of the Joliet Marker. Just north of the former George Street landing, there is a landscape area that abutts the dock for River Tyme boat dock where the marker could be placed. Gene stated that he would like to move forward to the Parks Department for approval of this project. Scott asked if the text on the plaque will still be accurate if it is placed in the new location since it references

"east of this spot". Gene replied yes, since it is referencing the river. City Planner Peter Schleinz outlined the four steps that should be taken in order to place a monument, or a marker, on a City property:

1. A written proposal should be created to accurately reflect the desired site location, the size of the monument (sketches and dimensions), the cost to build and install (budget source), upkeep, as well as supplemental needs like lighting, pathways, steps, and handicap accessibility, etc., that are not part of the physical "monument."
2. The proposal should be submitted to the Board of Park Commissioners for review and approval recommendation.
3. If approved, the project would need to go to the Common Council for approval because the monument location is proposed on City property.
4. The Common Council review includes determining if the possession, or ownership of the monument on City property, will become that of the City.

Brian Netzel stated that he would work with Gene on putting the written proposal together to present to the Parks Department. Scott Crevier questioned why this item would need to go before the City Council for final approval. Peter explained that it must go before the City Council because it is city property and they must approve it's location. Brian Netzel asked who owns the marker. Gene Hackbarth replied that the marker is City owned property. After discussion, it was decided that the Historic Preservation Commission will submit a proposal to the Parks Department for review.

RESULT: NO ACTION

5. Update and discussion by Historic Preservation Commission regarding the status of the Common Council review of revisions to the Historic Preservation Ordinance.

City Planner Peter Schleinz summarized the actions of the Common Council regarding the Historic Preservation Ordinance at the October 4, 2016 meeting. He reported that two HPC board members were in attendance: Mike Fleck and Gene Hackbarth, along with Wisconsin Historical Society member Joe De Rose. He explained that the ordinance changes were divided into two parts for the Council review: Part A is related to how the public is notified in the designation and appeal processes. This part passed by a vote of 5-1. Part B is related to retaining CLG status by allowing local level designations. This part received a vote of 3-3; therefore, because there was a tie, Mayor Walsh broke the tie and the final vote was 4-3. Due to this, the item will be coming back for another vote at the next Common Council meeting on October 18, 2016. Gene Hackbarth suggested that the Historic Preservation Commission recommend that the Common Council approve Part A as is. But because there was a great deal of discussion about property owner rights and the role that HPC is required to take to retain CLQ status, he recommended that the HPC refer back to staff Part B to reword a couple of items in such a way that the Common Council is involved in the designation process. The following changes are proposed:

- 1.) Draft Section 38-5(a) changes::

Designation. The commission shall have the authority to initiate **and recommend approval to the Common Council**, subject to section 38-6, infra, designation of historic sites and historic structures.

- 2.) Draft Section 38-6(a) changes:

Designation of historic structures and historic sites.

The commission may, after notice and public hearing, designate **and recommend approval to the Common Council**, historic structures and historic sites or rescind such designation or recommendation after application of the criteria in section 38-4, above. 3.) (2) The commission shall.. Within ten days after the close of the public hearing, the commission **may recommend to the Common Council that it** designate the property as either historic structure or historic site, or rescind the designation.

Peter sought clarification that Gene is asking the HPC to reevaluate a few more changes to the ordinance and asking Council to refer that back to staff before going back to the Common Council again in November after the text changes have been made. Scott Crevier questioned whether item 6 of the requirements for CLG status states that recommendations may not be advisory, which would mean that the state wants a designation from the HPC, not the Common Council. He interpreted this to mean that the additional text changes would not allow the HPC to retain its CLG status. Gene stated that this is something that Peter will be able to work with Joe De Rose at the Wisconsin State Historical Society to clarify. Peter reaffirmed that the act of referring it back to staff will allow him the opportunity to work back and forth with the state Historical Society to make sure that if terminology in the CLG status requirements are not clear, the final words used in the ordinance changes do comply with the six requirements for CLG status. Scott then asked if this will require the Common Council to refer it back to staff at the October 18 meeting and not be voted on. Peter stated that it would be up to the Council to decide that. He explained that the Council could refer it back to staff without voting on it, or they could proceed forward with the vote without referring it back to staff for any changes. Scott replied that a third option the Council could pursue would be to decide to change the wording of the ordinance at the meeting tomorrow night and then vote on it also. He added that if more time is necessary to communicate with the Wisconsin Historical Society, then this option is probably not a possibility. Gene Hackbarth motioned, seconded by Kate Sabel, to make a recommendation to the Common Council to refer the ordinance changes back to staff to make the additional text changes that Gene outlined. Upon vote, motion carried 5-1.

RESULT: RESULT: ADOPTED [4 TO 1]

MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Kate Sabel, Commissioner
AYES:	Gene Hackbarth, Brian Netzel, Kate Sabel, Sue Sands
NAYS:	Scott Crevier
EXCUSED:	Mike Fleck, Adam Turriff

6. Future Agenda Items.
None.

RESULT:	NO ACTION
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Adjournment

Scott Crevier motioned, seconded by Gene Hackbarth, to adjourn the meeting at 6:34 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker