



# Historic Preservation Commission

## Regular Meeting

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

### Agenda

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|                          |         |                              |
|--------------------------|---------|------------------------------|
| Monday, October 16, 2023 | 6:00 PM | Council Chambers and Virtual |
|--------------------------|---------|------------------------------|

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Pursuant to Wisconsin Statute 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 16, 2023** 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.igmp2.com/>.*

#### Call to Order

1. Roll Call
2. Approval of the August 21, 2023 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. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.
5. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen and Mike Fleck.
6. Consideration and possible action on the proposed federal and state historic designations of three properties. Presentation by Jonathon Hansen and Mike Fleck.
7. Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.
8. Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen and Mike Fleck.

#### 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**

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Historic Preservation

**FROM:** Kelly Barker

**SUBJECT:** Approval of the August 21, 2023 Historic Preservation Commission meeting.

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**ATTACHMENTS:**

- HPC\_Aug2023\_Minutes\_Draft (PDF)



# Historic Preservation Commission

## Regular Meeting

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

### Draft Minutes

Monday, August 21, 2023

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 |
|-----------------|------------------|---------|---------|
| Patrick Boyd    | Commissioner     | Present |         |
| Mike Fleck      | Commissioner     | Excused |         |
| Gene Hackbarth  | Vice Chairperson | Present |         |
| Adam Turriff    | Commissioner     | Present |         |
| Jonathon Hansen | Chairperson      | Present |         |

Also present: City Planner Peter Schleinz.

#### 2. Approval of the minutes of the June 19, 2023 Historic Preservation Commission meeting.

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Gene Hackbarth, Vice Chairperson                            |
| <b>SECONDER:</b> | Adam Turriff, Commissioner                                  |
| <b>AYES:</b>     | Patrick Boyd, Gene Hackbarth, Adam Turriff, Jonathon Hansen |
| <b>EXCUSED:</b>  | Mike Fleck                                                  |

#### 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.

There were no public comments.

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>DISCUSSED</b> |
|----------------|------------------|

#### 4. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.

City Planner Peter Schleinz reported that the sign company has completed the design of the draft signs so the group will want to review the design for any changes that need to be made before approving the design. Once reviewed, the signs will go to print. Gene Hackbarth asked how long the printing process will take. Peter stated that the signs could take 4-6 weeks. He added that the group should come up with a process to notify the homeowners and deliver the signs. The project will be completed by the end of 2023. The HPC asked that the sign proofs be sent to all HPC members for review. Ald. Hansen moved, seconded by Patrick Boyd, to receive the update and place it on file. Upon vote, motion carried unanimously.

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Jonathon Hansen, Chairperson                                |
| <b>SECONDER:</b> | Patrick Boyd, Commissioner                                  |
| <b>AYES:</b>     | Patrick Boyd, Gene Hackbarth, Adam Turriff, Jonathon Hansen |
| <b>EXCUSED:</b>  | Mike Fleck                                                  |

#### 5. Consideration and possible action on the proposed federal and state historic designations of three properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen noted that three properties were identified for federal and state designation at the June HPC meeting, and letters were sent out on July 28, 2023 to those properties. The three properties identified are: 107 N Broadway Street, 127 N Broadway Street, and 416 George Street. Ald. Hansen reported that the owners of 127 N Broadway Street reached out to let him know that they are interested in a proposed designation. No feedback was received from the other two properties. Adam Turriff moved, seconded by Gene Hackbarth, to move forward with the proposed designation of 127 N Broadway Street on the federal and state registries. Upon vote, motion carried unanimously.

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Adam Turriff, Commissioner                                  |
| <b>SECONDER:</b> | Gene Hackbarth, Vice Chairperson                            |
| <b>AYES:</b>     | Patrick Boyd, Gene Hackbarth, Adam Turriff, Jonathon Hansen |
| <b>EXCUSED:</b>  | Mike Fleck                                                  |

6. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen provided an update on the proposed local designation of three commercial properties and three residential properties. The following six properties were discussed:

Commercial:

Old De Pere Public Library (380 Main Ave)

C.A. Lawton Company (233 N Broadway St)

St. Boniface Roman Catholic Church (400 Grant St)

Residential:

935 N Broadway St (Neo-Georgian)

823 N Broadway St (Dutch Colonial)

807 N Broadway St (Tudor Revival)

Gene Hackbarth suggested adding 922 N Broadway Street to the list of residential properties. He noted that it is located just outside of the North Broadway historic district, but it is a stand-alone property that would qualify. Gene knows the owners and would make personal contact with them.

Discussion followed and it was decided that a letter will need to be drafted to send out to the owners of these properties. Ald. Hansen moved, seconded by Gene Hackbarth, to send out letters to the seven properties to solicit interest in a local designation. Upon vote, motion carried unanimously.

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Jonathon Hansen, Chairperson                                |
| <b>SECONDER:</b> | Gene Hackbarth, Vice Chairperson                            |
| <b>AYES:</b>     | Patrick Boyd, Gene Hackbarth, Adam Turriff, Jonathon Hansen |
| <b>EXCUSED:</b>  | Mike Fleck                                                  |

7. Consideration and possible action on the proposed letter of intent for a Certified Local Government Sub-Grant. Presentation by Gene Hackbarth.

Gene Hackbarth reported that he drafted & submitted a letter of intent for a Certified Local Government Sub-Grant to nominate the property at 127 N Broadway Street on Federal and State Registries on August 14, 2023. The deadline to submit the application is December 18, 2023. Gene read the response that he received from the Wisconsin Historical Society. Ald. Hansen moved, seconded by Adam Turriff, to receive the letter and place it on file. Upon vote, motion carried unanimously.

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                  |
| <b>MOVER:</b>    | Jonathon Hansen, Chairperson                                |
| <b>SECONDER:</b> | Adam Turriff, Commissioner                                  |
| <b>AYES:</b>     | Patrick Boyd, Gene Hackbarth, Adam Turriff, Jonathon Hansen |
| <b>EXCUSED:</b>  | Mike Fleck                                                  |

8. Consideration and possible action on Historic Preservation Commission members attending the 17th Annual Local History & Historic Preservation Conference on October 18-20, 2023 in La Crosse, WI.

City Planner Peter Schleinzi reviewed the details for the upcoming Annual Local History and Historic Preservation Conference on October 18-20, 2023. Gene Hackbarth noted that he would like to attend the conference. The other members all stated that they are unable to attend. Patrick Boyd moved, seconded by Adam Turriff, to allocate funding for Gene to attend the conference. Upon vote, motion carried unanimously, with Gene Hackbarth abstaining from the vote.

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [3 TO 0]</b>                     |
| <b>MOVER:</b>    | Patrick Boyd, Commissioner                  |
| <b>SECONDER:</b> | Adam Turriff, Commissioner                  |
| <b>AYES:</b>     | Patrick Boyd, Adam Turriff, Jonathon Hansen |
| <b>ABSTAIN:</b>  | Gene Hackbarth                              |
| <b>EXCUSED:</b>  | Mike Fleck                                  |

### Adjournment

Adam Turiff moved, seconded by Patrick Boyd, to adjourn the meeting at 6:27 PM. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker



City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Historic Preservation

**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.

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City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.

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Updates from staff:

1. On September 29, 2023 the team working on the sign project proofed and confirmed the final design for the signs.
2. On September 29, 2023 the printing of the signs began. Printing will take at least 4-5 weeks.
3. The team is now working on the method for notifying property owners and distributing the signs to be ready when sign printing is complete.

**RECOMMENDATION:** Receive and place on file.



## City of De Pere, Wisconsin

### Request For Historic Preservation Commission Action

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Consideration and possible action on the proposed local designation of three commercial properties and three residential properties.  
Presentation by Jonathon Hansen and Mike Fleck.

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Updates from staff:

1. On August 30, 2023, letters were mailed to the following seven address to inquire about interest about local designation: 233 N Broadway ST, 380 Main AV, 400 Grant ST, 807 N Broadway ST, 823 N Broadway ST, 922 N Broadway ST, and 935 N Broadway ST.
2. On October 12, 2023, HPC Chair Jonathon Hanson communicated via email with one property owner that may be interested in local designation. The communication did not include an address but may be 823 N Broadway ST.
3. The HPC follows a similar process to that used for the James Harbridge House, at 503 Fulton ST, to determine if a property is eligible for local designation.

**RECOMMENDATION:** Receive and place on file.



## City of De Pere, Wisconsin

### Request For Historic Preservation Commission Action

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Consideration and possible action on the proposed federal and state historic designations of three properties. Presentation by Jonathon Hansen and Mike Fleck.

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Updates from staff:

1. As referenced during the August 21, 2023 HPC meeting, the owners of 127 N Broadway ST (former State Bank of De Pere) expressed an interest in a proposed designation and the property was referenced in a "letter of intent" that was submitted to the Wisconsin Historical Society on August 14, 2023.
2. The "letter of intent" must be followed up with a full application by December 18, 2023.
3. FYI: In addition to the three properties in this request, there has been a separate recent inquiry about state and federal designation that was made by a residential owner at 710 Waubauniqua TR. Staff has not had an opportunity to consider the inquiry to assist the property owner due to being a recent inquiry. This is FYI only, not a topic for action by HPC.

This project is now complete.

**RECOMMENDATION:** Approve completed project.



## City of De Pere, Wisconsin

### Request For Historic Preservation Commission Action

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.

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Updates from staff:

1. The application must be based on a "letter of intent" that was submitted to the Wisconsin Historical Society (WHS) on August 14, 2023 for the owners of 127 N Broadway ST (former State Bank of De Pere).
2. The application is due to the Wisconsin Historical Society by December 18, 2023.

RECOMMENDATION: Receive and place on file.



City of De Pere, Wisconsin

**Request For Historic Preservation Commission Action**

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**MEETING DATE:** October 16, 2023

**DEPARTMENT:** Planning

**FROM:** Peter Schleinz

**SUBJECT:** Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen and Mike Fleck.

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Presentation by Jonathon Hansen and Mike Fleck.