

PUBLIC NOTICE OF MEETING

Pursuant to Wisconsin Statutes Section 19.84, notice is hereby given to the public that a regular meeting of the **Historic Preservation Commission** of the City of De Pere will be held at **6:00 p.m., July 15, 2013** in the **De Pere City Hall Council Chambers, 335 South Broadway, De Pere, Wisconsin 54115**.

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

AGENDA

1. Roll Call.
2. Approve minutes of the June 17, 2013 regular meeting.
3. Update on demolition of building at 129 S. Broadway.
4. Main Street Program – Gene Hackbarth.
5. Sign at the Fountain on James Street, adjacent to the Union Hotel – Gene Hackbarth.
6. Plaques for National Register properties in business districts – Carla Nicks and Mike Fleck.
7. Historic Preservation Division – sub grants.
 - a. 2012-2013 Sub grants – Tim Heggland
 - b. 2014-2015 Sub grants
8. De Pere Neighborhood Preservation Plan and Local Landmarks Designation.
 - a. Lockkeeper's District – Local Landmark Designation – Harlan Kiesow
Fox River Navigational System Authority
 - b. Residential property – 707 N. Broadway – Randall Wilcox House
9. Fall Conference of Wisconsin Historical Society – Historic Preservation and Local History Conference.
10. Marker for St. Francis Xavier Mission.
11. Guidelines for Building Inspector – Mary Jane Herber and Carla Nicks.
 - a. City website showing historic buildings/district boundaries
 - b. Razing permits – ordinance change

12. Programs and community education.

a. Programs for real estate brokers

13. Legislation to increase the tax credit on historic commercial properties by the State of Wisconsin.

a. State Budget Update and Assembly Bill – 147

14. Report on properties and status.

15. Future agenda items.

16. Adjournment.

Mary Jane Herber, Chair
De Pere Historic Preservation Commission

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

Any person wishing to attend this meeting who, because of disability, requires special accommodation should contact the City Administrator's Office at 339-4044 to make arrangements.

AGENDA SENT TO:

Commission Members

Mayor

City Administrator

De Pere Chamber of Commerce

TV, Newspapers, & Radio Stations

Joe De Rose, Historic Preservation Division, 816 State Street, Madison WI 53706

City Planner

Alderpersons

City Attorney

Kress Family Branch Library

De Pere Historic Preservation Commission Meeting Minutes City of De Pere, Wisconsin – June 17, 2013

A regular meeting of the Historic Preservation Commission was held on June 17, 2013, at 6:00 p.m. at De Pere City Hall, 335 S. Broadway, De Pere, Wisconsin.

1. Roll Call.

Chair Mary Jane Herber called the meeting to order. Members present: Mike Fleck, Gene Hackbarth, Carla Nicks, Brian Netzel, Mary Jane Herber, and Scott Crevier.

Members excused: Tom Monahan.

Also present: City Planning Director Ken Pabich and Allyson Watson of Definitely De Pere.

2. Approve Minutes of the May 20, 2013 Regular Meeting.

Mike Fleck moved, seconded by Gene Hackbarth, to approve the minutes. Upon vote, motion carried unanimously.

3. Update on demolition of 129 S. Broadway.

Gene Hackbarth reported that he had been in contact with Steve Rolfe of Midland Commercial Development about the property at 129 S. Broadway and discussed with him the ability to save materials of architectural significance, which can be used in other places. Gene indicated that any contractor who would be removing materials from the building with the approval of the developer will have to have the correct insurance and indemnification certificates before they would be allowed to proceed. Mike Fleck said that he thought there would need to be a walk through before anything could be done because it is not known what might be of interest. Scott Crevier asked who would remove this material. Gene said that a builder or contractor who focuses on old buildings and design which includes old materials could be interested in the materials. Carla Nicks asked if there would be any additional parties interested other than Heritage Hill. Gene said that he thought that the woodwork would be of interest. It was then discussed how to let appropriate builders know of our interest in saving the architectural details of the building. It was stated that certainly the metal columns that are located on both sides of the front door would be of interest in the future for another project in the business district. Gene is working with the current owner to schedule access to the building for a walkthrough to see what might be of interest.

4. Main Street Program.

Gene Hackbarth motioned to open the meeting for comment, Mike Fleck seconded. Motion carried. Allyson Watson of Definitely De Pere presented an update to the commission. Joe Lawniczak from the Wisconsin Economic Development Corporation recently met with their organization to present his ideas to improve the Main Street Program's design review process. Allyson anticipates that they will be finished reviewing guidelines by the end of this summer. She also reiterated that the Main Street Program's role is to provide education and guidance; their recommendations are not binding as would be the case with a city ordinance. Gene asked about the façade grants

which are available to property owners. Allyson provided information to the committee on the Façade Grant Application program. After the application is completed, it goes to their design committee for review and suggestions. The city provides a 4:1 match, with a \$10,000 cap on the city's contribution. Joe Lawniczak can provide design assistance on approximately three buildings per year (depending on their scope), and all requests need to go through the Main Street director. Carla Nicks asked whether there was any progress with the awning on the Erbert & Gerbert building at 377 Main Avenue. Ken Pabich reported that the Façade Grant program applies to structural updates only, and that awnings are not considered part of the structure; as such this project would not qualify for a façade grant. Gene observed that sometimes there is a difference of opinion between the business owner and the property owner on what should be done with a building. Motion by Gene Hackbarth to go back to regular session, seconded by Mike Fleck. Motion carried.

5. "Preserve America Community" Street Signs Progress.

Mary Jane Herber asked if the members of the Commission have noticed that the signs had been placed at various entrances to De Pere. Scott Crevier said that he thought that the signs were very attractive and liked the look. It was explained that the Commission asked that they be attached to the population signs to cut down on the expense of a sign pole, and by attaching it to the population sign it is directly connected to the city as the sponsor. There was discussion about the placement of the next seven signs and that former Commission member and Alderperson Kathy Van Vonderen had suggested that the Commission should plan on putting up the remaining seven signs. The signs have been placed at the entrances to the City on state highways and county trunks. Scott inquired about the cost of the seven signs. Brian Netzl said that the cost is \$61 per sign for a total of \$427. It was the consensus of the group that the Commission should focus on the National Register plaques first.

6. Plaques for National Register properties in business districts.

Carla Nicks has researched the owners of the identified buildings, but many of them are LLC's so she has not obtained all owners' names yet. In addition, some addresses did not match what is listed by the National Register. Ken Pabich will provide assistance on these two items. There is a general agreement on the design for the plaques and Carla has measured the space necessary for placement on the buildings. Scott Crevier asked if the property owners are bound to place a plaque on their building. It was explained that they are not required to participate; however, Carla has found that most of the property owners are pleased with the project and enthusiastic. The cost of each plaque is approximately \$178. The Commission has discussed the division of cost and thinks that the break down should be \$100 paid out of Commission funds, and \$78 to be paid by the property owner. There will probably be a price break to order most of the signs at one time. Ken reminded the group that the Finance Committee will need to authorize the city's portion of the cost.

7. Legislation to increase the tax credit on historic commercial properties by the State of Wisconsin.

a. Update – Assembly Bill – 147

Gene Hackbarth stated that this proposal is part of the comprehensive budget bill. He reported that the proposal to give a larger tax credit on commercial projects for buildings which are on the National Register of Historic Places, which is a separate bill (AB147), has now become part of the State Budget. The Budget Bill would increase the state credit from 5% to 10%, which is different than the Assembly Bill which would increase the state tax credit from 5% to 20%. When added to the current Federal tax credit of 20% it increases the tax credit on commercial property to 30%. After the state budget is passed there is apparently going to be an attempt to increase the credit as proposed in AB147.

8. De Pere Neighborhood Preservation Plan and Local Landmarks Designation.

a. Lockkeeper's District – Local Landmark Designation – Harlan Kiesow Fox River Navigational System Authority

Mary Jane Herber said that we are still trying to connect with Harlan Kiesow; understanding of the process for Local Landmark status has been difficult to work through. Mary Jane will continue to work towards helping them request Local Landmark designation for the Fox River Navigational System Authority, to attain this status for the De Pere Lock & Dam Historic District.

b. Residential Property – 707 N. Broadway – Randall Wilcox House
No update.

9. Guidelines for Building Inspector – Mary Jane Herber and Carla Nicks.

a. City website showing historic buildings/district boundaries

Carla Nicks said that work is progressing on the mapping of the buildings that are currently on the National Register of Historic Places. She reported that she is continuing to work on the listing of properties. The most important part of this mapping is in the districts, identifying which buildings are on the National Register and which properties are non-contributing to the residential and commercial districts. In reviewing the map currently on the city's website, several of the singular/free standing structures need to be added to the online mapping. Ken Pabich reported that he has an intern for the summer and that he will have her work on these maps.

b. Print Materials

Carla Nicks reported that once the process of mapping is complete, print materials will be developed which will explain the tax credit programs that are available. It is anticipated that there will be a set of materials for commercial/income generating property and another set for residential property.

c. Razing permits

Discussion about razing permits was brought up again. The City of Green Bay is looking at having a 15 day waiting period after a razing permit is issued. In

discussion the consensus was that it would be difficult to have a waiting period of that length. The continued concern of the Commission is the historic documentation of properties which are approved to be razed. The Commission would like to see a reasonable amount of time between the issuing of the permit and the actual teardown. Judy Schmidt-Lehman is researching an ordinance change to require a waiting period. Gene Hackbarth was notified by Dave Hongisto that 1106 Fox River Drive will be razed. Gene recommended that interior and exterior photographs be taken if possible prior to demolition. Ken Pabich will follow up with the Building Inspection Department and ask them to take pictures of the property.

10. Programs and community education – reports.

- a. Program for real estate brokers
No discussion.

11. Historic Preservation Division – 2012-2013 sub grants.

- a. Tim Heggland
Mr. Heggland is out of town – no update.
- b. Sub grants 2014-2015
Mary Jane Herber stated that the Letter of Intent for the 2014-2015 sub grants from the Historic Preservation Division of the Wisconsin Historical Society will be due in mid-September. She asked members to review the “Intensive Survey” for the properties which are recommended for National Register status. Review is necessary to proceed for funds.

12. Report on properties and status.

639 N. Broadway has been purchased by Randall Lawton.
313 Main (former Nicolet Restaurant) has been purchased by Brian O’Shaughnessy.
365 Main (former Jersey’s) has been purchased by Saks Holdings LLC.

13. Future Agenda Items.

Original marker for the old St. Francis Mission.

The October 11-12, 2013 Local History & Preservation Conference will be held in Wisconsin Rapids.

14. Adjournment.

Brian Netzel moved, seconded by Carla Nicks, to adjourn the meeting at 7:50 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Carey Danen, Recording Secretary



Agenda Item # 5

CITY OF DE PERE SIGN BUDGET

This budget includes using same color palette and content, but finessing the graphics with more layers, blockouts and more visual interest.

Layout and Design — 2—48" x 30" panels or one 2-sided panel

• Layout, Production, Keyline (update Flying Fish Graphics)	900 - 1200
• Project Coordination and Fabrication Management	150 - 200
Subtotal	1050 - 1400

Fabrication HPL using manufacturer in Texas (only 4 companies in the US manufacture HPL)

• Setup	150
• Manufacture of a 2-Sided High-Pressure Laminate Sign The panel has a black core and is impervious to moisture, fluctuations in temperature, rust, and even mold. Colors are guaranteed not to fade for 10 years.	1136
• Price includes crating, wrapping and shipping to De Pere	
Subtotal	1286

OR

Fabrication DIBOND using a manufacturer in Green Bay

• Manufacture of a 2-Sided Dibond Sign. UV coating guarantees fade resistance for 4-6 years depending upon amount of direct sunlight.	500
• You pick up, or crate, wrap and ship to De Pere	0 - 100
Subtotal	500 - 600

Installation not included.

Client Specified Changes and the Budget

Although cost within a specific line item in the budget may change during the process, be assured that the project as defined in the budget will not exceed the approved budget. Every project has some changes. Budgets are designed to incorporate some changes throughout the creative development stages. However, at times the client may find it necessary to change the scope or parameters of the assignment after the initial budget is approved. Be assured that any requested changes that impact the budget will be communicated in writing in the form of a job change order. You will not be held responsible for any costs not communicated in writing. There will be no surprises.

Terms and Conditions

50% Down Payment. All accounts are due and payable in ten (10) days following date of invoice. Finance charge of 1.5% per month (18% APR), on all past due accounts. This proposal may be withdrawn by Blueraven Creative, LLC, if not accepted within 30 days.

Authorized Signature

TRICA Peterson

North Broadway Street Historic District

Legend

North Broadway Buildings- Historical Significance

National Historic Register Building

Significance

Contributing

Not Contributing

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South Broadway Street Historic District

Legend

South Broadway Buildings- Historical Significance

☐ National Historic Register Building

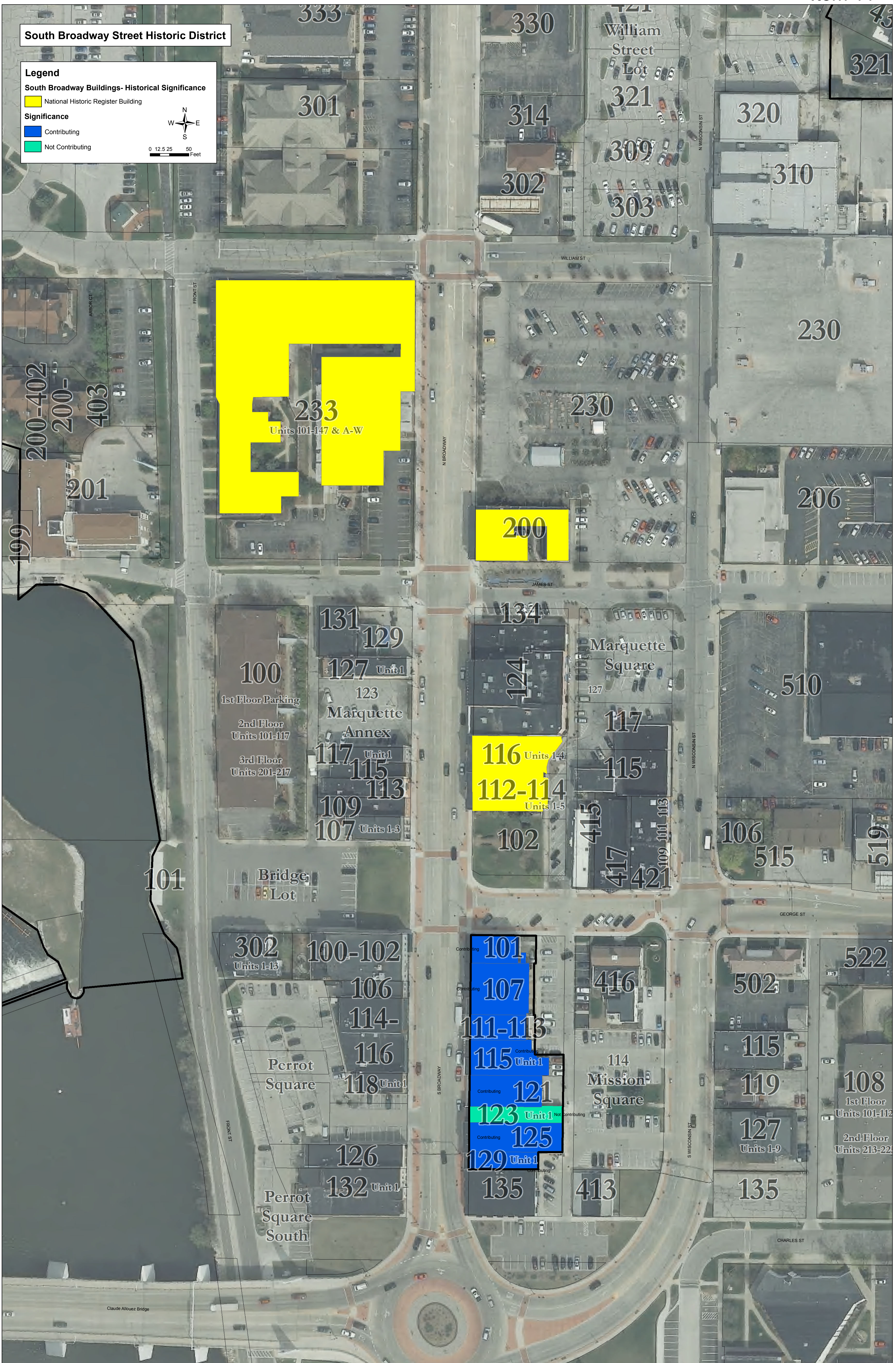
Significance

 Contributing

 Not Contributing



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Main Avenue Historic District

Legend

Main Avenue Buildings- Historical Significance

National Historic Register Building

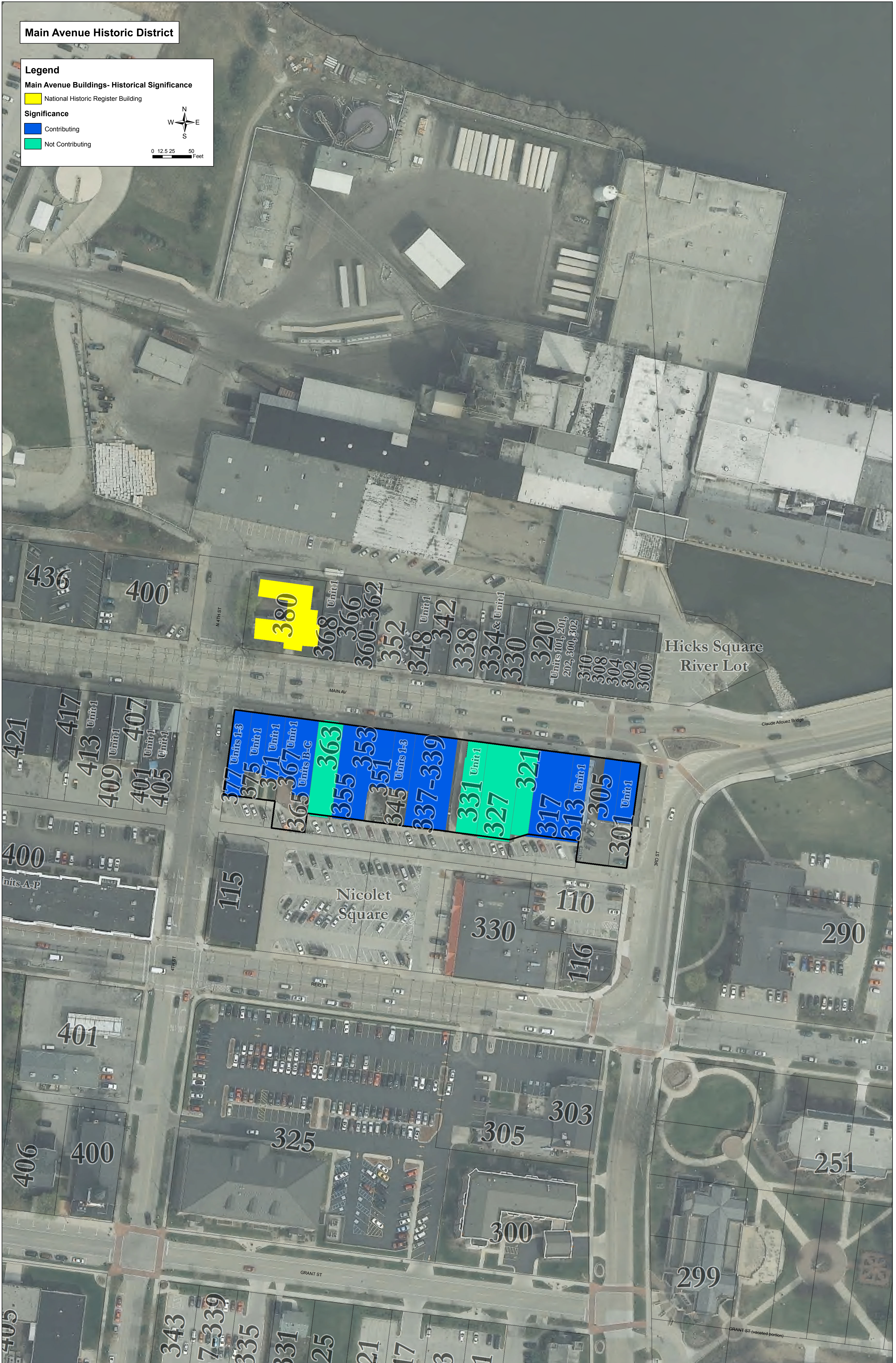
Significance

Contributing

Not Contributing



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North Michigan-North Superior Street Historic District

Legend

Michigan-Superior Buildings- Historical Significance

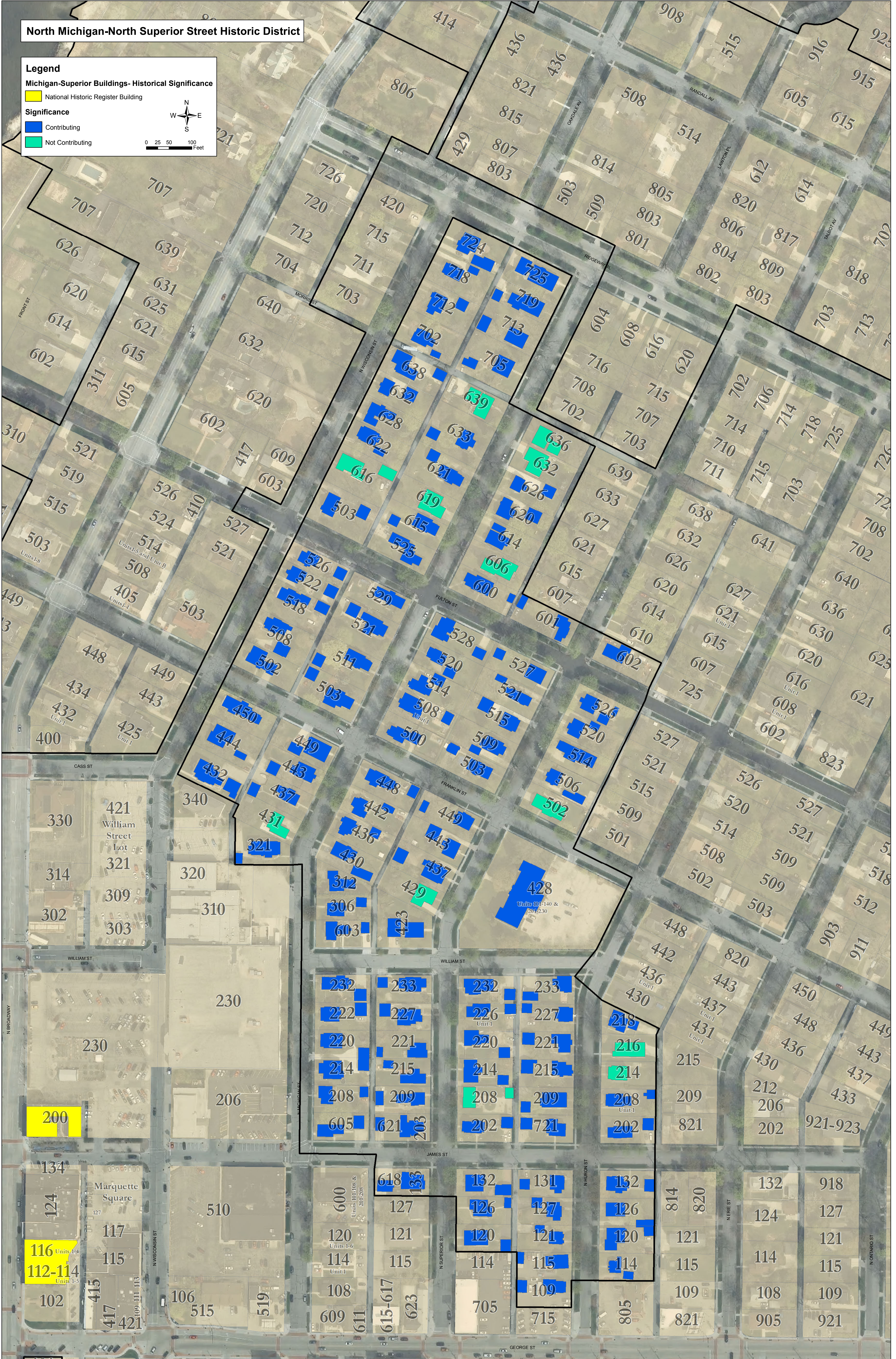
National Historic Register Building

Significance

Contributing

Not Contributing

0 25 50 100 Feet



Units 1-90

Randall Historic District

Legend

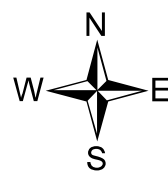
Randall Buildings- Historical Significance

National Historic Register Building

Significance

Contributing

Not Contributing



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