



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Agenda - Final Historic Preservation Commission

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Tuesday, February 20, 2018

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-0211](#) HPC Minutes from 6-20-17

**Attachments:** [HPC Minutes 6-20-17.pdf](#)

4. **Public Hearings/Appearances**

5. **Action Items**

6. **Information Items**

[18-0212](#) 2017 Annual Activity Report of the Historic Preservation Commission

**Attachments:** [2017 WI CLG Annual Update Form for HPC.pdf](#)

[18-0213](#) Update on Historic Bookmarks - Nancy Peterson

[18-0214](#) Historic Building Survey Update

7. **Adjournment**

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Any questions about items on this meeting are to be directed to Principal Planner Don Harp in the Community and Economic Development Department at 920-832-6468.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*



# City of Appleton

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## Meeting Minutes - Final Historic Preservation Commission

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Tuesday, June 20, 2017

3:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

Meeting called to order at 3:01 p.m.

2. Roll call of membership

**Present:** 3 - Duba, Werth and 2nd Alternate Peterson

**Excused:** 2 - Peregrine and Alderperson Baker

*Others present:*  
*Alderperson Vered Meltzer, District #2*

3. Approval of minutes from previous meeting

[17-909](#)

HPC Minutes from 5-16-17

**Attachments:** [HPC Minutes 5-16-17.pdf](#)

**Werth moved, seconded by 2nd Alternate Peterson, that the Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 3 - Duba, Werth and 2nd Alternate Peterson

**Excused:** 2 - Peregrine and Alderperson Baker

4. Public Hearings/Appealances

5. Action Items

6. Information Items

[17-910](#)

College Avenue Historic Walking Tour  
-Update from Mary Duba

**Attachments:**     [College Avenue Walking Tour DRAFT.pdf](#)

This Presentation was discussed. Duba was looking for direction if the Commission wants buildings that no longer exist or now look different included. It was suggested to only include existing buildings at this time and perhaps work on a retrospective tour in the future and/or include that information in the electronic local history study/inventory we are currently working on.

[17-911](#)

Historic Bookmarks  
-Update from Nancy Peterson

**Attachments:**     [Downtown Buildings Pictures.pdf](#)

An update on the bookmarks was presented by Peterson.

## 7. Adjournment

2nd Alternate Peterson moved, seconded by Werth, that the meeting be adjourned at 3:21 p.m. Roll Call. Motion carried by the following vote:

**Aye:** 3 - Duba, Werth and 2nd Alternate Peterson

**Excused:** 2 - Peregrine and Alderperson Baker



WISCONSIN  
HISTORICAL  
SOCIETY

**Wisconsin's**  
**Certified Local Government**  
***Annual Update Form***

(to be completed by the CLG)

CLG: City of Appleton Year certified: 2006

Period of Review: January 1, 2017 to December 31, 2017

I. CLG Administration

- a. The local ordinance is enforced:
- b. A qualified commission of members has been appointed:
- c. Copies of commission minutes are sent to the SHPO:
- d. Number of times the commission has met during the past 12 months:
- e. Number of reviews of building and demolition permits conducted during the past 12 months:
- f. Number of decisions appealed in the past year:

Yes No

☒ ☐

☒ ☐

☒ ☐

6

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Comments:

II. National Register Nomination Review

- a. Reviews and comments sent to SHPO within 60 day comment period:

Yes No

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Comments: None submitted for review and comment.

III. Local Survey and Inventory System

- a. Number of properties added to the state survey during the past year:
- b. Number of local landmarks designated (total):
- c. Number of local landmarks added in the past year:

0

5

0

Comments:

IV. Public Participation

Yes No

- a. The public is involved in the local preservation process, including the process of nominating properties to the National Register:
- b. Commission minutes are accessible to the public:
- c. Open meetings are conducted:
- d. Property owners of proposed designations notified for public hearing:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments:

V. Education and Training Activities

- a. Number of historic preservation or CLG workshops or seminars attended in the past year by CLG staff or commissioners:
- b. Educational activities or projects sponsored by local government during the past 12 months:

0  
0

Comments:

VI. Please note any concerns or successes over the past year:

List of current commission members and their email addresses:

See Attached

Link to all parts of ordinance relating to landmark designation and review process:

<http://www.appleton.org/home/showdocument?id=482> (Chapter 23 Zoning)

Completed by: Don Harp

Date: 1-11-18

For agency use only:

SHPO: \_\_\_\_\_

Date: \_\_\_\_\_

Ordinance meets state standards: Yes: ☐

No: ☐

Comments: