



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, February 17, 2022
City Council Chambers, Historic Federal Building

Commissioners Present: Chairperson Bill Doyle; Commissioners Thea Dement, Tim Gau, Alec Gustafson, John McAndrews, Christina Monk and Rick Stuter

Commissioners Excused: Melissa Daykin Cassill, Janice Esser

Commissioners Unexcused: None.

Staff Members Present: Chris Happ Olson and Jason Duba.

CALL TO ORDER: The meeting was called to order by Chairperson Doyle at 5:30 p.m.

MINUTES: Motion by Monk, seconded by Gau, to approve the minutes of the January 20, 2022 meeting as submitted. Motion carried by the following vote: Aye – Gau, McAndrews, Monk, Stuter and Doyle; Nay – none; Abstain- Dement.

ACTION ITEMS:

DEMOLITION REQUEST

Applicant: Mike Belmont, Assistant Director, Housing & Community Development
Owner: City of Dubuque
Address: 1559 Washington Street
Project: Demolish garage only
District: Washington Neighborhood Conservation Districts

Commissioner Gustafson arrived as this item began.

Staff Member Happ Olson presented the staff report, noting that the property is in a conservation district, which triggers the commission's review. She discussed the primary building's attributes, noting that it is contributing. She explained the garage, the subject of the application, had been considered contributing in the 2015 National Register nomination, but the survey information did not match the present site, noting it is currently a one-story structure, where the survey indicated it was a two-story structure. Olson displayed a series of aerial and historic images demonstrating the second story of the garage was removed between 2009-2011. She stated the structure was removed without a permit by the previous owner. She surmised that the survey was likely using documentation and imagery that was not up to date.

Happ Olson stated that the structure's integrity was highly compromised when the second story was removed and the survey information was based on erroneous information. She stated that her opinion was that the survey should have considered the garage non-contributing.

Happ Olson stated that the owner is the City of Dubuque which petitioned the courts for ownership after the previous owner passed away. The receivers agreed to deed the structure to the City in order to avoid debts associated with it. The City plans to use locally generated Tax Increment Funding (TIF) funding to bring the structure back into use with rehabilitation investment and sale on the market. It was determined that garage's usefulness is relatively obsolete, and the cost to rehabilitate it would detract from the work that could be used to invest in the house.

Mike Belmont, Assistant Director, Housing & Community Development, added that since their goal is to rehabilitate the house into affordable housing for sale. The department's plan is to focus their limited funding budget to renovate this deteriorated house.

Commissioners discussed the garage's designation as a contributing structure and found it to be an anomaly, as the structure was severely compromised when the second story was removed. They agreed that if it were still two stories, the conversation would be different.

Motion by Monk, seconded by Stuter, to approve the application for demolition as submitted, as the updated information about the garage indicates that its designation as contributing was erroneous. Motion carried by the following vote: Aye –Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

DESIGN REVIEW

Applicant: Chris and Tim Olson
Address: 1090 Grove Terrace
Project: Modifications to addition: previous approval 02-20-2020
District: West 11th Street Historic District

Staff Member Duba presented the staff report noting that this request was a modification of a design the commission approved nearly two years ago. The modifications to the design included the removal of one window and the enlargement of another window to accommodate a functionality of a modified bathroom. The applicant is seeking to install solar panels on the rear, south-facing roof, the least visible façade, referring to the architectural guidelines regarding solar panels. Additionally, the applicant is reapplying for Historic Preservation Revolving Loan Funds, as the allotted time for using the previously-approved funds lapsed.

Chris Happ Olson (property owner), 1090 Grove Terrace, noted the commission's previous approval of their addition in February 2020. She noted issues related to

COVID-19 prevented her from moving forward as of yet, and she presented a modified the design of the addition, and are seeking three approvals:

1. Change the new addition design to remove one window, and enlarge second window to accommodate a bathroom,
2. Confirm approval for Historic Preservation Revolving Loan Funds helping to finance the project, and
3. Add solar panels to the south roof, the most rear section of house, including one east facing panel.

Commissioners asked the applicant to clarify the location of the addition, so Happ Olson showed additional images to explain that. Commissioners expressed support for the three requests, finding that they were in line with their previous approval and historic guidelines.

Motion by Gau, seconded by Monk, to approve the application as submitted to modify the design of the addition and approve the use of Historic Preservation Revolving Loan Funds. Motion carried by the following vote: Aye –Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

Motion by Gau, seconded by Monk, to approve the application as submitted to allow the installation of a rooftop solar array including an east-facing solar panel. Motion carried by the following vote: Aye –Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

ITEMS FROM PUBLIC: None

ITEMS FROM COMMISSION: Chairperson Bill Doyle reflected upon the application for 1559 Washington Street and noted that the Commission utilized new information that came to light to make a decision regarding an application, not just using the survey information previously created. He asked that the Commission use this approach when working with problematic information in previous surveys moving forward, understanding that mistakes happen and properties change over time.

Staff Member Happ Olson discussed a potential to update the Unified Development Code, if funding for the project is approved in this year's budget cycle. If approved, the update would involve the Commission's input. Things like the demolition process are outlined in the code. Additionally, she noted that there has been a request to increase funding for the creation and update of surveys through the budget process.

ITEMS FROM STAFF:

- 2022 Historic Preservation Commission Workplan – Informational only
 - Staff Member Happ Olson referred to the previously updated and approved plan provided in the packet. The plan was forwarded to the State Historic Preservation Office as part of the Certified Local Government annual reporting requirement.

- 2022 Ken Kringle Awards – Finalize nominations
Happ Olson reviewed the four previously submitted nominations and Chairperson Doyle suggested a fifth nomination.
 - Previously received:
 - Dupaco Voices building
 - Mount Calvary Cemetery sculpture restoration
 - Steeple Square stained-glass windows
 - Lifetime Achievement to Mike Gibson of Center for Dubuque History
 - Discussion of how this nomination would fit with previous criteria and potential addition of criteria
- New suggestion
 - 1100 Main window and entrance restoration

Motion by Monk, seconded by Gau to approve the Ken Kringle Award nominees as discussed, including the 1100 Main Street nomination. Motion carried by the following vote: Aye –Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

ADJOURNMENT: Motion by Gau to adjourn the February 17, 2022 Commission meeting. Motion carried by the following vote: Aye – Dement, Gau, Gustafson, McAndrews, Monk, Stuter and Doyle; Nay – none.

The meeting adjourned at 6:33 p.m.

Respectfully submitted,



Chris Happ Olson, Assistant Planner

March 17, 2022

Adopted